



Equality, Diversity & Inclusion Engagement Fellowships Pilot

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II. Introduction

The AHRC are pleased to launch a new pilot call for Fellowships aimed at arts and humanities researchers whose work is both of outstanding quality and has a significant Equality, Diversity and Inclusion dimension.

The funding available is intended to enable researchers to engage a variety of relevant stakeholders with their research, to embed their work into policy and practice, and to work with relevant communities to realise the full potential benefits of their research. The Fellowships will therefore be inherently impact-focussed and cannot be used to conduct substantial new research. For the purpose of this pilot call the focus is on the UK context, whilst recognising the potential cross-cultural value of internationally collaborative and connected research.

Many arts and humanities researchers working on the culture, history, literature, languages, thought (and so on) of specific areas, regions and countries would consider the process and practice of engagement with stakeholder communities as a vital component of their research. It is precisely this group of researchers that these Fellowships are aimed at, as success will depend on the ability to engage different groups with their research, work effectively within established networks and create valuable new partnerships. The Fellowship should also aim to strengthen the disciplines,

communities and institutions it is embedded within, so there will be an expectation that award holders will build in development opportunities for junior colleagues, practitioners or partners who have potential to enhance the ED&I aspects of their work.

In line with the pilot nature of this call, we would be interested to receive feedback from researchers who believe they may meet the criteria for the award of a Fellowship but have been unable to apply due to eligibility requirements, or other barriers.

III. Context

The current AHRC Delivery Plan includes Equality, Diversity and Inclusion (ED&I) as a strategic priority. It is also clear that a great deal of the discovery research that the AHRC funds is fully engaged with debates around ED&I and has the potential to change the ways the public, policymakers and other researchers are engaging with and discussing these issues. However, this area of AHRC's work is in the early stages of development in terms of opportunities and dedicated support for researchers to translate their work into new forms and generate change in ED&I-relevant policy and practice.

This Fellowship is intended to enable researchers to take high-quality research outputs outside of the academy; to strengthen, scale up and highlight their work; to provide new opportunities for the communities and networks they are part of; and to ensure that their knowledge and outputs are fully accessible to all.

In addition, it is hoped that the Fellowships will enable the AHRC to better understand where its funding will add the greatest value in terms of ED&I, and to highlight areas where the structures and systems of the current research funding landscape are providing barriers to ED&I.

The AHRC is part of UK Research and Innovation, whose vision is to ensure that ED&I is integral to a thriving research and innovation sector. Award holders will benefit from the support and expertise of the central UKRI ED&I team and the opportunity to reach colleagues across the disciplinary spectrum, and will be invited to reflect on AHRC and UKRI funding policy in the area of ED&I.

This opportunity is a pilot, and it is hoped that it will inform the development of future funding opportunities or calls within AHRC and UKRI. Award holders will therefore be expected to keep careful records of their experience of the documentation and support required to make their application, of their activities during the Fellowship and of the change opportunities it enables, to which AHRC and UKRI can refer in thinking about the diversification of its applicant pool and participating communities.

IV. Aims of the Call

A. Scope

Applications will not be limited in scope by the nine protected characteristics recognised under the Equality Act 2010: ED&I issues significantly affect groups not covered by the act (for example only, the sick; those with lower socio-economic status; other people victimised or discriminated against not on the basis of protected characteristics). Applicants will be expected to evidence and justify how any non-protected characteristic groups are affected by the issue their research project focusses on, and how any interventions would have a positive impact within that group. It is recognised that not all

research into ED&I must be framed by challenges or barriers, so researchers working on positive or celebratory cultures and histories are also encouraged.

This fellowship is limited to researchers working within arts and humanities disciplines. Research into history, languages, culture, heritage and creativity, or any other field in the arts and humanities, may all provide vital and distinctive insights into a range of contemporary ED&I challenges, but analysis indicates that although these projects are thematically linked they can also be widely dispersed and lack effective mechanisms for sustained coordination with the communities they are working with. It is hoped that projects and researchers that fall into this category would benefit from the engagement opportunities that the fellowship would offer.

Funding will be provided for researchers who have a strong track record of integrating their research within communities, engaging stakeholders with their research and/or communicating with the public. Therefore, in order to be eligible for this scheme, proposals need to outline how they plan to engage stakeholders such as:

- a. Policymakers across the UK, including Westminster and Whitehall; Devolved Governments; Mayors and Local Government; and any relevant informal or community-based policy structures.
- b. The general public; people living in recognised or informal communities, and organisations or groups affiliated with, or a part of, such communities
- c. Institutions, including businesses (including but not limited to the creative industries); employers and service providers; cultural institutions (GLAM and heritage organisations etc.) and the media.
- d. New disciplinary networks that have been identified as having particular potential for collaboration in the topic area.

Applicants do not need to engage with all these groups but should ensure that all stakeholders relevant to their ED&I topic/s have been considered and that plans for engagement activities, tailored to the needs of the different stakeholders, are set out clearly in the application.

Applicants should note that as this fellowship is impact and engagement-focused, funding for substantial new research is not permissible. The funding is therefore limited to events, seminars, workshops, policy engagement, communication and knowledge exchange. Synthesis of existing research may be in scope where the value and relevance to the proposed programme of engagement can be clearly demonstrated. The programme of engagement should be built around existing outputs that the applicant feels would have further impact potential through a period of sustained support. Applicants who view collaborative work as part of their research process are encouraged, where it can be demonstrated that further engagement with relevant individuals and communities is central to their exploration of the topic. This fellowship cannot be used for theoretical research on particular ED&I topics, groups or communities. New research projects emerging from the fellowship should be directed to other (e.g. responsive mode) funding schemes.

Proposals for funding should make clear not just which audiences they plan to engage and how they plan to do so, but how this interaction will benefit the communities they work with, their research and their discipline more widely. The planned programme of engagement must evidence how it will advance discussions around their ED&I topic, contribute to the generation of new policy initiatives or ways of doing things and otherwise enrich and strengthen the project partners and communities involved.

Applicants will need to demonstrate that they have robust existing relationships in place with the networks, platforms or partners necessary to deliver their programme of engagement. The fellowship will not provide substantial amounts of funding or time for the development of new partnerships, so it is important that the fellows clearly evidence the networks and relationships that they already have in place. For example, if an event series was dependent on the participation of an organisation such as the BBC, the UN, or specific community organisations, they would need to evidence the commitment of this partner to participate at the point of application.

The applicant's host institution should use the fellowship as an opportunity to consolidate and solidify an ethical commitment to any community or interest groups they are partnering with as part of a wider organisational engagement strategy. The host institution will be required to set out how this commitment will stimulate additional and sustainable partnership activity and should be prepared to indicate how they will support ongoing relationships beyond the life of the fellowship.

In order to help develop further capacity in their discipline, there is an expectation for applicants to include explicit commitments to mentoring or partnership working with researchers earlier on in their careers in order to facilitate sharing of expertise and access to relevant networks. It is hoped that this will allow researchers, practitioners and community members to hone and develop their engagement skills and cultural competency, as well as helping them to develop relationships with groups and individuals relevant to their research.

B. Additional Requirements

The AHRC wants to ensure that this Fellowship does not inadvertently enforce any issues of inequality and access to funding, so the Fellow will need to be prepared to reflect and feed back on the necessary support and documentation required throughout the application process. The Fellow should also be active in monitoring the progress of their Fellowship and the impact it is having on their topic, discipline and stakeholders, and report back periodically to the AHRC with suggestions and observations.

V. Eligibility

Unless otherwise stated, the eligibility criteria as published in section 3 of the [AHRC Research Funding Guide](#) apply.

Applicants do not need to have held previous AHRC funding to be eligible for a fellowship.

Where the proposal builds on research not originally funded by AHRC, there must be a clear explanation of how:

- the original research used arts and humanities research expertise and distinctive arts and humanities research concepts, ideas and/or approaches, and/or
- the new impact and engagement activities will include and draw significantly on arts and humanities research expertise and distinctive arts and humanities research concepts, ideas and/or approaches to impact and engagement, and/or
- the impact of the original research is being extended through engagement/partnership/co-production with new audiences of particular relevance to the AHRC, *for example* community

arts/culture groups, or professionals or institutions in the heritage sector or creative industries.

VI. Guidance on Costs and Project Timescales

- 1) The fellowship should run for between 9-12 months
- 2) The maximum limit for applications is £100,000
- 3) Fellowships must start no later than 1st February 2021. .
- 4) As the fellowship is not built around the production of original new research, proposals will be paid at 100% of the Full Economic Costs of the proposed engagement activities.
- 5) All costs associated with the running of a series of engagement opportunities will be eligible and should be fully justified.
- 6) Costs should therefore be included under the 'Exceptions' cost heading.
- 7) As the full costs of the proposed activities will be covered, Estates and Indirect costs are ineligible under this call.
- 8) Costs associated with ensuring the accessibility of outputs and events are encouraged.
- 9) Costed staff time for the PI is ineligible. Staff costs should be limited to the involvement of junior colleagues where their professional development is seen as a key impact of the overall fellowship. Contracts of employment would be expected to be issued for the duration of the fellowship.
- 10) If any community or interest groups are involved, it is expected that they will be remunerated fairly and in a timescale that will not force any undue hardship. Any partnerships should be premised on leaving that organisation in a stronger position than before the collaboration.
- 11) Costs for specialist brokers, mediators, translators and of support workers/carers can be included where their participation can be shown to be essential to achieving the aims of the fellowship proposal.

VII. Application Process and Format

Applications should be submitted through the Je-S system by 4pm at the latest on 10th September 2020 and will need to go through the appropriate institution submission process. You should submit your proposal using the Research Councils' Joint electronic Submission (Je-S) System (<https://je-s.rcuk.ac.uk/>). The JeS submission form for this call opens on the 15th June 2020 and closes at 4pm on 10th September 2020. . You will not be able to submit your application form in JeS any earlier than the 8th June or any later than 4pm on 10th September 2020. .

Je-S submission

You should submit your proposal using the Research Councils' Joint electronic Submission (Je-S) System (<https://je-s.rcuk.ac.uk/>).

To prepare a proposal form in Je-S:

- log-in to your account and choose 'Documents' from the menu;
- then select 'New Document';
- 'AHRC' as the Council,
- 'Standard Proposal' as the Document Type;
- 'AHRC Fellowships' as the Scheme;

- ‘AHRCEdi Fellowships Pilot 10 September 2020’ as the Call/Type/Mode; and
- ‘Create Document’.

Je-S will then create a proposal form, displaying the relevant section headings. Using the Blue Question Marks and the ‘Help’ link at the top of each section will provide guidance relevant to that section of the form.

All Investigators named on the Je-S application form, must have a Je-S account. Where a named investigator does not already have a Je-S account, one can be easily set up, but please note that the process can take a number of days. It is therefore strongly recommended that the process is started well before the application deadline. Je-S accounts can be created on the Je-S site [here](#). During account set-up an account type of ‘An Applicant on a Standard/Outline Proposal’ must be selected. If you require assistance with the process, please contact the Je-S Helpdesk at JeSHelp@je-s.ukri.org or +44 (0)1793 44 4164.

Please note that selecting 'Submit document' on your proposal form in Je-S initially submits the proposal to your host organisation's administration, not to AHRC.

Please remember to allow sufficient time for collecting materials from all of the participants (e.g. CVs, project partner letters of support). Also, please consider your organisation’s submission process, allowing time for internal deadlines before the Call closing date.

Please note that no staff costs should be included for the PI in the Je-S form. In the Investigator section, zero should be entered into the fields which ask for ‘Salary Rate’ and ‘Total number of hours to be **charged** to the grant over the duration of the grant’ for the PI.

To download a pdf format document of the Je-S application, please follow the instructions below. Please note that a complete document including all attachments can only be generated once the application has been submitted to AHRC.

- Open the application (you may need to first tick the “Show documents submitted to Council” at the top of the screen)
- Select Document Actions at the top of the screen
- Select Print Document
- Select the option “Download the PDF version including attachments

Attachments

The following are a list of attachments that are permitted for this Call. Documents should be completed in a font size no smaller than size 11, noting the permitted document lengths below.

Attachment	Requirement and page limits (sides of A4)
Case for Support	<p>Compulsory. (no more than 7 sides A4)</p> <p>You should structure your case for support using the following headings:</p> <ol style="list-style-type: none"> 1) Summary of the proposed fellowship 2) How it addresses the aims of the call 3) The proposed Fellow’s relevant contribution to the generation of knowledge in the area 4) Proposed programme of engagement

	<p>5) How will this strengthen the discipline, partners and relevant communities</p> <p>6) What will be the overall impact of the work</p>
Curriculum Vitae	Compulsory for the Fellow and any named researchers. Please tailor to the aims of the scheme and outline any selected outputs, publications or engagement activity relevant to the fellowship (no more than 2 sides A4 each)
Justification of Resources	Compulsory: Justify the resources required. (no more than 2 sides of A4)
Project Partner Letter of Support	Compulsory for each named project partner, including any specialist brokers or mediators. (no more than 2 sides A4 each)
Head of Department ED&I Statement	This should make clear the institutional commitment to ED&I, how it will be embedded in the fellowship and sustained beyond the life of the award (no more than 2 sides A4)
Visual Evidence	Optional: for non-textual evidence in support of the proposal. Should not include Gantt charts of workplans. (no more than 2 sides of A4)

PLEASE NOTE: If you would like to discuss accessibility support with us when applying for this programme please contact us at equality@ukri.org.

VIII. Assessment Process and Criteria

Assessment process:

This call will be handled differently from the standard AHRC grant peer review and moderation panel model. This is because of the developmental nature of the call, which will require the fellows and panel to reflect on the assessment process and make suggestions about how the scope and criteria of the call restrict, or enable, the delivery of its objectives.

Proposals will be assessed by a specially convened panel comprising expert members of the AHRC peer-review college and independent ED&I specialists.

Panel recommendations will be made to the AHRC Executive, who will agree final funding decisions, taking into account thematic balance across the portfolio of fellowships.

Proposals will be assessed against the following criteria:

- The quality and appropriateness of the engagement activities proposed
- The distinctive arts and humanities contribution of the fellowship
- Demonstrable impact on an evidenced ED&I challenge, or range of challenges
- The quality and importance of the proposed fellow's research and engagement work to date and its relevance to the proposed fellowship
- How successfully the applicant has articulated how they will use the fellowship to translate and transform existing research into valuable new forms

- The extent to which the fellowship will successfully develop capacity in the area of research, e.g. through the fellow's own career development, or the training and career/professional development of colleagues
- the significance and importance of the project, and of the contribution it will make, if successful, to enhancing or developing public and policy discourse on its chosen topic
- The contribution the fellowship will make to generating a wider base of knowledge accessible to the public and any affected communities or interest groups
- Evidence of the robustness of the proposed partnerships and the commitment of the fellow and partners to the aims and objectives of the fellowship and its shared benefits
- The commitment of the host institution to ethical and inclusive partnership working, the extent to which the fellowship will build capacity in the partner organisation/s and leave them strengthened
- Your plans for monitoring and evaluating your proposed activities, including how you'll measure success and share your learning.

Call timetable

Activity	Date
Call Launched	21st May 2020
Je-S Forms available from	15 th June 2020
Deadline for submissions	10 th September 2020
Panel meeting date	w/c 2 nd November 2020
Funding decisions to be issued	w/c 7 th December 2020
Start date of awards	Between 1 st January 2021 – 1 st February 2021

IX. Scheme Requirements and Post Award Reporting

The scheme requirements and post award reporting as stated in the AHRC Research Funding Guide will apply.

Award holders will be required to submit outputs, outcomes and impacts that arise from AHRC's funding through the Researchfish system. Information can be added to Researchfish at any point once the award has started but award holders will also be required to 'submit' this information to AHRC at one 'Submission Period' each year. Award holders will receive an email with log-in details shortly after their award has started. More details on Researchfish are available on the UKRI website here: <https://www.ukri.org/funding/information-for-award-holders/research-outcomes/>

In addition, successful fellows will be required to engage fully with the AHRC (and UKRI where applicable) to capture and evaluate learning from their award in line with the developmental aspect of the call scope. The process and timeline for this will be agreed in negotiation with the AHRC post-award.

Contact Information

For queries about this call such as eligible activities and costs or remit of the call please contact AHRC at enquiries@ahrc.ukri.org or telephone: 01793 416060 (available Monday to Friday 8:30-16:30)

For queries on using Je-S such as creating and submitting the application form or Je-S account creation, please contact the Je-S Helpdesk on 01793 444164 or jeshelp@je-s.ukri.org (available Monday to Friday 08:30– 5:00).