**University of Birmingham EPSRC Impact Acceleration Account**

**Developing Leaders Scheme Guidelines**

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# Background and principles

The Developing Leaders scheme is designed to support academics working within the Engineering and Physical Sciences Research Council's (EPSRC) remit who are either returning to work following a career break / extended period of leave, or who will shortly be taking a career break / extended period of leave.

The scheme will operate during the IAA award period of 1st April 2020 -31st March 2022. Projects can be up to 6 months in duration and should be completed by **31st December 2021**.

These notes provide some general guidance. Further information can be found on the Internal Funding intranet page or by emailing [epsrciaa@contacts.bham.ac.uk](mailto:epsrciaa@contacts.bham.ac.uk)

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# Eligibility

The scheme is designed to support staff who meet the following criteria:

* Be an academic, research fellow or other member of staff employed at the UoB for whom research is a contracted part of your role
* Be employed by the University for the duration of your proposed project
* Be able to demonstrate potential in delivering research excellence within the EPSRC remit
* Have returned from a career break within the last year or be due to take a career break within the next year
* Your project must be no longer than 6 months in duration, with a maximum value of £10,000.

This may be as a result of:

* Adoption / Maternity / Paternity / Shared Parental Leave
* Leave to care for a dependant
* Parental Leave
* Medical reasons
* Disruption caused by Covid-19 and / or campus closure

The scheme exists to assist in either:

* Re-establishing the applicant’s research profile following a period in which they have been unable to carry out research
* Minimising the impact, or reducing the duration, of a forthcoming career break in order to preserve the applicant's research profile

Funding may be used for a wide variety of activities and applicants are encouraged to be innovative in their thinking. If you have ideas but are unsure of eligibility, do get in touch with us to discuss.

Options you might want to consider include:

* Training for professional development
* Teaching buy-out
* Short-term research support
* Covering additional childcare costs for attendance at conferences or training away from home

# Project Costs

Funding is not intended to support:

* Estates and indirect costs
* Directly Allocated staff costs
* Single items of equipment costing greater than £10,000
* Entire translational projects
* Staff between posts/funding (i.e. ‘bridging’)
* PhDs
* Continuation of research grants

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# Dates and Deadlines

Applications are reviewed by a panel at a panel meeting held during the academic year:

Spring 2020 Round: Opens Monday 1st February 2021

Closes Monday 15th March 2021 (midnight)

Funding calls with details of the application process will be published on the intranet at [www.intranet.birmingham.ac.uk/finance/RSS/research-development/internal-funding.aspx](https://intranet.birmingham.ac.uk/finance/RSS/research-development/internal-funding.aspx)

Recommendations for EPSRC IAA funding will be made by the Management Group chaired by Professor Costas Constantinou.

Applications will be reviewed by the panel according to the following criteria:

* Quality of the proposed project and suitability for funding
* Value for money/proportionality (i.e what are the benefits of the project and is what is proposed justifiable against cost)
* Clear project plan and achievable outcomes
* The decisions of the panel will be final

# Improving the quality of your application

To improve the quality of your application, please ensure that:

1. Your project is clearly fits into the EPSRC research area
2. Your project is achievable in terms of time and budget
3. You have obtained approval from your Head of Department, particularly if you are requesting any teaching buy-out.
4. You have discussed your application with your Research Support Office

# Application Process

All applications must be submitted via the online application form available on the intranet:

[www.intranet.birmingham.ac.uk/finance/RSS/research-development/internal-funding.aspx](https://intranet.birmingham.ac.uk/finance/RSS/research-development/internal-funding.aspx)

The following attachments must be uploaded at the end of your application form

1. **Supporting graphs, charts and illustrations (where relevant)**
2. **A 2 page C.V.**
3. **Head of School approval (e.g. email or letter)**

To assist in the completion of your application please see below for the main questions included within the application form:

| **Question** | **Details** |
| --- | --- |
| **How securing this funding will help you to either: re-establish your career in research following a career break; or minimise the impact / reduce the duration of a forthcoming career break in order to preserve your research profile.** | *This section should outline how your career break has impacted your career development. [Max. 4000 characters]* |
| **How you propose to use the funds and how this will help to overcome barriers to career development that you will/have face(d) as a result of needing to take leave.** | *This section should help the panel understand how your project will help you overcome barriers to your career development. Any sensitive information will be treated in confidence [Max. 4000 characters]* |
| **Project Costs** | *Please provide details on the required funding, including a justification for why costs are needed. This question is broken down into costs which fall under the following headings:*  * *Salary costs (Directly Incurred costs only, such as research assistance or teaching replacement)* * *Consumables* * *Equipment (no single item above £10k)* * *Travel and Subsistence* * *Other Costs* * *Total*   *When costing projects on WorkTribe, please enter amounts from the “Cost to Funder” column.* |

# Example Projects

The following are some examples of project we have previously funded. The list is by no means exhaustive and the panel welcome a wide range of activities:

* Travelling to a partner university to acquire new skills on a piece of equipment
* Employing a PDRA to conduct experiments during the members of staff’s absence
* Attending training courses relevant to the member of staff’s research area
* Consumables for validating experiments and providing data for publications
* Childcare costs to facilitate attendance at conferences

# Queries and questions

Project specific questions should be directed to your College Research Support Office:

| **College** | **Link** |
| --- | --- |
| Arts & Law | [www.intranet.birmingham.ac.uk/arts-law/i/rkt/index.aspx](https://intranet.birmingham.ac.uk/arts-law/i/rkt/index.aspx) |
| Engineering & Physical Sciences | [www.intranet.birmingham.ac.uk/eps/research-support/Research-Support-team/research-support.aspx](https://intranet.birmingham.ac.uk/eps/research-support/Research-Support-team/research-support.aspx) |
| Life & Environmental Sciences | [www.intranet.birmingham.ac.uk/les/college-services/crso/index.aspx](https://intranet.birmingham.ac.uk/les/college-services/crso/index.aspx) |
| Medical & Dental Sciences | [www.intranet.birmingham.ac.uk/mds/college-services/rkto/contact.aspx](https://intranet.birmingham.ac.uk/mds/college-services/rkto/contact.aspx) |
| Social Sciences | [www.intranet.birmingham.ac.uk/social-sciences/college-services/crso/Index.aspx](https://intranet.birmingham.ac.uk/social-sciences/college-services/crso/Index.aspx) |

If you have any questions or queries about the technicalities of applying for the EPSRC Impact Acceleration Account please contact: [epsrciaa@contacts.bham.ac.uk](mailto:epsrciaa@contacts.bham.ac.uk)