**University of Birmingham EPSRC Impact Acceleration Account**

**Policy Impact Programme Guidelines**

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# Background and principles

The Policy Impact programme is designed to support academics working within the Engineering and Physical Sciences Research Council's (EPSRC) remit to develop outcomes of their EPSRC funded research, by collaborating with policymakers and stakeholders.

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

# 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

# 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
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. **Gantt chart detailing the project timeline and key milestones**
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** |
| --- | --- |
| **Please provide details on why funding is needed now and the likely impacts it will achieve. Please refer to the bullet points above.** | *Within this section please provide details on the following:**Why should the project be funded now?**What will be the benefits of the project?**What are the expected outputs from the project?[Max. 2000 characters]*  |
| **Please provide details of your project partners, detailing the points above** | *Please provide details of the partnerships already in place with external organisations or individuals. If these are not in place, please describe how you will approach potential partners and who the beneficiaries of your project might be. [Max. 2000 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)*
* *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 you may wish to consider. The list is by no means exhaustive and the panel welcome a wide range of activities:

* New research activity working in partnership with policymakers, particularly to better understand local, regional or national challenges
* Extending existing research activity
* Activities to develop or lead to Policy Commissions
* Facilitating the use of existing research and the exchange of knowledge between universities and policymakers
* Activity aimed at improving the dialogue between universities and policymakers
* Partnerships and collaborations aimed at supporting evidence-based policy making

# 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