



Engineering and
Physical Sciences
Research Council



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Quick Reference

Please note that you must read the full Call document for guidance before submitting your proposal

Research Software Engineer Fellowships 2020

Call type: Invitation for Outlines and Full Proposals

Closing date: Outlines 16:00 on 18 August 2020

Closing date: Full proposals 16:00 on 17 November 2020

Funding Available: Up to **£4.5 million** of funding is available from EPSRC to support approximately **four to eight** RSE Fellows in the EPSRC remit for a duration of up to five years and up to **£0.6 million** of funding is available from STFC to support **one** RSE Fellow in the STFC remit for a duration of up to five years.

How to apply: Outline proposals followed by invited full proposals and interviews.

Assessment Process: Outlines will be considered by an expert panel. Successful applications will be invited to submit full proposals which will be considered by an expert panel, resulting in an invitation to interview.

Key Dates:

Activity	Date
Deadline for outlines	18 August 2020
Deadline for Full Proposals	17 November 2020
Request PI response	11 January 2021
Deadline for PI response	19 January 2021
Interview Panel	w/c 22 Feb 2021
Funding decision	March 2021
Grant start date	31 March 2021

Additional information:

The role of the RSE Fellow is expected to be fully integrated and supported by their Host Organisation. An application to this call will require a Host Organisational statement detailing this support.

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Submissions to this call are limited to a maximum of **two** proposals per Host Organisation.

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Research Software Engineer Fellowships 2020

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Closing date: Outlines 16:00 on 18 August 2020

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Related themes: Digital economy, Energy, Engineering, Healthcare technologies, ICT, Manufacturing the future, Mathematical sciences, Physical sciences, Quantum technologies, Research infrastructure, Particle Physics, Nuclear Physics and Astronomy

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Summary

The Research Software Engineer (RSE) Fellowships call is to provide support for RSE Fellows for a period of up to five years. An RSE Fellowship is a personal

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award for future leaders who possess expertise in software development with a solid knowledge of their research environment. Research Software Engineers are crucial members of computational research teams who ensure they have the critical skills required to develop, support and evolve software to tackle the research challenges they face. As well as having expertise in computational software development and engineering, an RSE Fellow should be an ambassador and have the potential to be a future leader in the research software community. RSE Fellows should promote the widespread use of computation and software best practice to enhance research and further develop sustainable RSE career pathways.

Up to **£4.5 million** of funding is available from EPSRC to support approximately **four to eight** RSE Fellows in the EPSRC remit for a duration of up to five years and up to **£0.6 million** of funding is available from STFC to support **one** RSE Fellow in the STFC remit for a duration of up to five years.

Submissions to this call are limited to a maximum of two proposals per Host Organisation. Candidates are invited to submit an outline proposal in the first instance. Outlines will be considered by an expert panel. Successful applications will be invited to submit full proposals which will be considered by an expert panel, resulting in an invite to interview.

Background

The support of people, skills and software are critical components of UKRI's Digital Research Infrastructure. A key component is the acknowledgment that software is in itself an infrastructure. Software utilises computational resources to provide a pathway from theory and data to further scientific understanding. It is therefore critical that research software is of high quality to ensure that the greatest amount of scientific understanding can be generated from the compute, theory and data available.

The importance of software to the research community as evidenced in the results of a survey undertaken by the Software Sustainability Institute (SSI) (S.J. Hettrick et al, UK Research Software Survey 2014", DOI:10.5281/zenodo.1183562) found that across disciplines and career stage of researchers, 92% of academics reported that they use research software and 69% reported that it would not be practical to conduct their research without software.

Research Software Engineers (RSEs) combine professional software engineering expertise with the ability to rapidly gain a solid working understanding of a research area. This unique combination allows them to navigate the boundary between the problems investigated by their research group(s) and the computational approaches that could address these. This interaction is key to producing high quality research software and thus supporting RSEs is an important component of EPSRC's e-Infrastructure strategy.

In 2015 and 2017 EPSRC funded RSE Fellowship calls. Eleven RSE Fellowships were awarded across the two calls. Following on from the success of this scheme EPSRC are running the third round of RSE Fellowships in 2020/21.

Further information on Research Software Engineers can be found at the links below:

The Society of Research Software Engineers (UK):
<https://society-rse.org/>

The role of the Research Software Engineer:
<https://www.software.ac.uk/research-software-engineers>

For more information about EPSRC's portfolio and strategies, see our website:
<https://epsrc.ukri.org/research/ourportfolio/>

EPSRC's e-Infrastructure strategy, available at:
<https://epsrc.ukri.org/files/research/einfrastructurestrategy2018/>

EPSRC's Software Infrastructure strategy, available at:
<https://epsrc.ukri.org/files/research/softwareinfrastructurestrategy2018/>

Evolution of the Research Software Engineer role

The contribution of RSEs to research outcomes is increasingly recognised within the UK research landscape. Nonetheless, career pathways for RSEs remain underdeveloped in comparison to more established academic roles. RSE Fellowships provide an opportunity to improve the visibility and influence of RSEs within institutions and disciplinary communities.

The role of the RSE Fellow is expected to be fully integrated and supported by their Host Institution. As such, an application to this call will require significant effort and co-ordination with your Host Institution to supply the required documentation and endorsements. The Host Institution must provide support and development opportunities during the Fellowship and a solid foundation for career prospects beyond the term of the grant.

The evolving nature of the landscape and the role of RSE Fellows within it is reflected in the updated objectives for the call listed below.

Objectives of the call

The RSE Fellowship scheme aims to recognise the contribution of RSEs that are driving the development of high-quality research software and demonstrating leadership in embedding the vital role of software in disciplinary and institutional research cultures. An RSE Fellowship is a personal award, designed to provide the recipient with the necessary support to contribute to these aims. Fellows are provided with significant resources in order to pursue their vision and establish or develop RSE activities within their institution.

Successful RSE Fellows will be expected to use their awards to contribute to the following objectives:

- Promoting the development, sharing and exploitation of high-quality, sustainable research software and methodologies to enable leading UK computational research within the EPSRC or STFC remit;
- Demonstrating leadership in the computational research software communities and acting as ambassadors and advocates for the RSE

profession;

- Enhancing computational science training and skills development;
- Catalysing a cultural change where the importance of research software is recognised and embedded within institutions and research disciplines; and
- Facilitating knowledge transfer by fostering collaborative relationships with academic and industrial partners both in the UK and internationally.

Funding available

Up to **£4.5 million** of funding is available from EPSRC to support approximately **four to eight** RSE Fellows in the EPSRC remit for a duration of up to five years and up to **£0.6 million** of funding is available from STFC to support **one** RSE Fellow in the STFC remit for a duration of up to five years.

Please note **only two submissions per host organisation are allowed.**

Applicants may spend between 50 and 100% Full Time Equivalent (FTE) on their Fellowship. Where a Fellow is ordinarily employed part time, their EPSRC or STFC RSE Fellowship may be held part time at a minimum level of 50% and be extended pro-rata accordingly. Where a Fellow is employed full time but does not spend 100% of their time on their Fellowship, the Fellowship duration will not be pro-rated.

The funding is primarily aimed at supporting Fellows in a programme of work that can include but is not limited to:

- core software development work around an area or topic of interest to the Fellow;
- a programme of software development projects, through which the Fellow contributes to the work of research groups;
- development and delivery of a programme of training, embedding focussed computational science and engineering within the academic environment;
- activities to promote community building, knowledge exchange, and improved awareness of the importance of research software; and
- building and defining a research software engineering group or team within their Host Organisation, including leading on establishing institutional norms for RSE roles within the institution.

In addition, the building of links with international colleagues and collaboration with industry (this could include software companies or software users) is encouraged. Applicants can include requests for funds, including T&S, to enable these activities.

Where appropriate, the costs of training courses for the Fellow's personal and professional development can be included in the proposal.

Applicants can request funds for the following:

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- Salary;
- Travel and subsistence;
- Administrative support;
- Software Licences;
- Outreach and networking;
- Training courses;
- Staff of up to one FTE equivalent for the period of the Fellowship; and
- Access to facilities – time on or the cost of using University, Tier-2 services, National or International HPC services.

Applicants should provide details of a preferred funding profile in their application. This can include plans to flexibly reduce the level of Fellowship funding during the later stages of the award, in order gradually to transition to other sources of funding. Details of the preferred funding profile should be clearly detailed in the workplan and fully justified within the Justification of Resources.

Equality, Diversity and Inclusion

The long-term strength of the UK research base depends on harnessing all the available talent. EPSRC and STFC expect that equality and diversity is embedded at all levels and in all aspects of research practice and funding policy. We are committed to supporting the research community, offering a range of flexible options which allow applicants to design a package that fits their research goals, career and personal circumstances. This includes career breaks, support for people with caring responsibilities, flexible working and alternative working patterns. With this in mind, we welcome applications from academics who job share, have a part-time contract, or need flexible working arrangements.

Peer review is central to EPSRC funding decisions, we require expert advice and robust decision-making processes for all EPSRC funding initiatives. We are committed to ensuring that fairness is fully reflected in all our funding processes by advancing policy which supports equality, diversity and inclusion. Please see our Equality and Diversity webpages for further information <https://epsrc.ukri.org/funding/equalitydiversity/>

Responsible Innovation

EPSRC and STFC are fully committed to develop and promote responsible innovation. Research has the ability to not only produce understanding, knowledge and value, but also unintended consequences, questions, ethical dilemmas and, at times, unexpected social transformations. We recognise that we have a duty of care to promote approaches to responsible innovation that will initiate ongoing reflection about the potential ethical and societal implications of the research that we sponsor and to encourage our research community to do likewise.

Responsible innovation creates spaces and processes to explore innovation and its consequences in an open, inclusive and timely way, going beyond consideration of ethics, public engagement, risk and regulation. Innovation is a collective responsibility, where funders, researchers, interested and affected parties, including the public, all have an important role to play. Applicants are

expected to work within the EPSRC Framework for Responsible Innovation given on the EPSRC website (<https://epsrc.ukri.org/research/framework/>).

Guidance on Journal-based metrics

As part of our commitment to support the recommendations and principles set out by the San Francisco Declaration on Research Assessment (DORA; <https://sfdora.org/read/>), UKRI reviewers and panel members are advised not to use journal-based metrics, such as journal impact factors, as a surrogate measure of the quality of individual research articles, to assess an investigator's contributions, or to make funding decisions.

The content of a paper is more important than publication metrics, or the identity of the journal, in which it was published, especially for early-stage researchers. Reviewers and panel members are encouraged to consider the value and impact of all research outputs (including datasets, software, inventions, patents, preprints, other commercial activities, etc.) in addition to research publications. We advise our peer reviewers and panel members to consider a broad range of impact measures including qualitative indicators of research impact, such as influence on policy and practice.

Equipment

Equipment over £10,000 in value (inc. vat) is not available through this call. Smaller items of equipment (individually under £10,000) should be in the Directly Incurred - Other Costs heading.

For more information on equipment funding, please see: <https://epsrc.ukri.org/research/facilities/equipment/>

Eligibility

Applicants are expected to hold a PhD by the start date of the Fellowship or have equivalent experience. There are no eligibility rules based on years of post-doctoral experience or whether the applicant holds a permanent academic position. Consideration will be given to applicants who have taken a non-standard career path after their primary degree. Applications are also welcomed from candidates who wish to re-establish themselves after a career break or other period of absence from active research.

There are no nationality restrictions imposed by EPSRC or STFC.

EPSRC and STFC reserve the right to reject, at any stage, applications that do not fit the remit, eligibility or ethos of this scheme.

Fellowships can be held at any UK Higher Education Institution (HEI) or Research Institute eligible for Research Council funding. **A maximum of two applications per HEI/Research Institute can be submitted to this call.**

For information on the eligibility of organisations and individuals to receive EPSRC or STFC funding, see the EPSRC Funding Guide:
<https://epsrc.ukri.org/funding/applicationprocess/fundingguide/>

A list of eligible organisations is provided at: <https://www.ukri.org/funding/how-to-apply/eligibility/>

How to apply

A two-stage application process will be used for this call. Details of the Outline and Full Proposal stages are described below.

Only successful applicants at the outline stage will be invited to submit a full proposal. No other applications will be accepted at the full proposal stage. Any unsolicited applications will be rejected.

Please ensure sufficient time to create Je-S accounts for Investigators who do not currently have one. Guidance on creating a Je-S account can be found here: <https://jes.rcuk.ac.uk/Handbook/pages/SettingupaJeSaccount/SettingupaJeSaccount.htm>

Submitting your Outline application

Candidates who consider that they have the appropriate profile of skills and experience are invited to submit an outline application. You should prepare and submit your proposal using the Research Councils' Joint electronic Submission (Je-S) System (<https://je-s.rcuk.ac.uk/>).

When adding a new proposal, you should select:

- Council 'EPSRC'
- Document type 'Outline Proposal'
- Scheme 'EPSRC Fellowship Outline'
- On the Project Details page, you should select the 'RSE Fellowships 2020 Outline' call.

Note that clicking 'submit document' on your proposal form in Je-S initially submits the proposal to your host organisation's administration, not to EPSRC. Please allow sufficient time for your organisation's submission process between submitting your proposal to them and the call closing date. EPSRC must receive your application by **16:00 on 18 August 2020**.

Guidance on the types of support that may be sought and advice on the completion of the research proposal forms are given on the EPSRC website (<https://epsrc.ukri.org/funding/applicationprocess/>) which should be consulted when preparing all proposals.

Guidance on writing an outline application

Outline Case for Support: (up to four sides of A4)

The case for support should address the following areas:

- A brief summary of your career to date;
- A brief explanation of why you feel the RSE Fellowship is appropriate for you and how it will develop your career;
- A brief description of the work you plan to undertake during your Fellowship to include:
 - the aims and objectives of your proposal;
 - a project summary;
 - details of any work packages you propose to include in your proposal;
 - outcomes from your Fellowship; and
 - how your proposal fits to EPSRC or STFC strategic priorities.
- A brief explanation of the area of research software engineering you will work in, including the research area(s) or institutions you will support, and their importance;
- A brief explanation of the communities/research groups that will benefit from the work of your Fellowship; and
- A brief explanation about how you demonstrate leadership potential and how you will become an ambassador for the Research Software Engineer role.

CV: (up to two sides of A4)

Please provide a CV for the applicant only. The CV should be uploaded into Je-S as 'CV' attachment type.

Justification of the resources: (up to two sides of A4). Applicants should carefully consider the resources being requested to ensure these are eligible and sufficient to support the intended program of work.

Resources available within the RSE Fellowship call include applicant's salary, travel and subsistence, administrative support, equipment, software licenses, training courses, staff. Access to Tier-2 and National Computing facilities can be requested within this call.

Further information on allowed costs can be found in <https://epsrc.ukri.org/funding/applicationprocess/fundingguide/>

Host Organisation Statement: (up to two sides of A4)

Host Organisation Support (Host Organisation being a UK Higher Education Institution (HEI) or Research Institute eligible for Research Council funding) is an important feature of this Fellowship. Please provide a letter of support from the Head of the Department you will be based in, if successful. The statement should be dated and signed, clearly stating the position held by the author.

The statement should clearly indicate that the RSE Fellow will be provided with individual, tailored support from their host institution to undertake the work detailed in the outline proposal documents. It should describe the type of support

that will be provided, and how this support will empower the RSE Fellow to transform RSE provision at the host institution. This should include how the host institution will provide a mechanism for a successful Fellow to transition to a permanent role at the institution at the end of the Fellowship, how such a Fellow would be evaluated for success, the duties and responsibilities of that role, and the funding model expected.

The statement should be unique and highly tailored to the individual applicant. Generic or non-specific statements are strongly discouraged.

At the Outline stage the host organisation statement should be uploaded into Je-S as 'Additional document' attachment type.

Note: In addition to the Host Organisation Statement provided at the Outline stage, a full Host Organisation Statement detailing the support you will receive from your organisation during your Fellowship must also be provided at the full proposal stage.

Further information on the obligations of a host institution can be found in <https://epsrc.ukri.org/skills/Fellows/hostorganisationobligations/>

Please note that on submission to EPSRC **all** non-PDF documents uploaded onto Je-S are converted to PDF, the use of non-standard fonts may result in errors or font conversion, which could affect the overall length of the document. In addition, where non-standard fonts are present, and even though the converted PDF document may look unaffected in the Je-S System, when it is imported into the Research Councils Grants System some information may be removed. We therefore recommend that where a document contains any non-standard fonts (scientific notation, diagrams etc), the document is converted to PDF prior to attaching it to the proposal.

For advice on writing proposals see: <https://epsrc.ukri.org/funding/applicationprocess/preparing/>

Full proposals will be invited following a successful outline stage. For Full proposals the 'Related Grant' field must be completed in Je-S. Please use the option 'Successful Outline' in this field.

Submitting your Full Proposal application

Full proposals can only be submitted by invitation following success at the outline stage.

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

When adding a new proposal, you should select:

- Council 'EPSRC'
- Document type 'Fellowship Proposal'
- Scheme 'EPSRC Fellowship'
- On the Project Details page, you should select the 'RSE Fellowships 2020 Full' call.

Note that clicking 'submit document' on your proposal form in Je-S initially submits the proposal to your host organisation's administration, not to EPSRC. Please allow sufficient time for your organisation's submission process between submitting your proposal to them and the call closing date. EPSRC must receive your application by **16:00 on 17 November 2020**.

Guidance on the types of support that may be sought and advice on the completion of the research proposal forms are given on the EPSRC website (<https://epsrc.ukri.org/funding/>) which should be consulted when preparing all proposals.

Guidance on writing a full proposal application

Your full proposal should build upon the proposed programme of work submitted at the outline stage. It should consist of the following completed documents. Where appropriate, call-specific advice is given. Applicants are advised to consider the assessment criteria and strategic drivers of the call, and to ensure that they address these in their application:

Case for support (up to 9 sides of A4) comprising:

- **Track Record of Applicant (up to two sides of A4):** The applicant should submit a tailored track record which highlights their skills, expertise and experience in software development, including their contributions to specific pieces of software. An explanation of why you have chosen your host organisation should also be included.
- **Description of proposed programme and its context (up to seven sides of A4):** Applicants should set out clear goals and objectives, both personal and technical. A clear description of the proposed work and methodology should be given, including:
 - the Fellow's research software work (including, but not limited to, development, optimisation, porting, enabling) and how it fits with specified research groups;
 - the management and prioritisation of the work proposed;
 - any training the Fellow will offer and a programme of personal development;
 - how the applicant demonstrates the required leadership skills for this role;
 - how they will be an ambassador for both quality scientific software and drive the recognition of the RSE role in the university academic pathway; and
 - how the applicant proposes to build strong networks and links will with the research community and other RSEs to promote and develop the role of RSEs.

Applicant's CV (up to two sides of A4)

Please provide a CV for the applicant only. The CV should be uploaded into Je-S as 'CV' attachment type.

Host Organisation Statement (two sides of A4)

This may be the same or an updated version of the Host Organisation Statement submitted as part of the Outline stage of this call (see page 13). The Head of Department (or an equivalent senior role) at the host organisation must provide a statement in support of the application. This statement should be dated and signed, clearly stating the position held by the author.

The statement should be unique and highly tailored for the individual applicant. Generic or non-specific statements are strongly discouraged.

The statement must include details of the following considerations:

- What tailored support the applicant will receive during the Fellowship period, for example; mentoring, personal and career development opportunities, training;
- How the Research Software Engineer role fits with the wider institutional strategy and how this role will embed into the institution going forward;
- Details on the planned support that will be offered by the Host Institution to the Fellow at the end of the Fellowship period. This should include how the host institution will provide a mechanism for a successful Fellow to transition to a permanent role at the institution at the end of the Fellowship, how such a Fellow would be evaluated for success, the duties and responsibilities of that role, and the funding model expected; and
- How the RSE Fellow will be supported to forge links with researchers and embed into the academic communities with equivalent status to other EPSRC Fellows.

Further information on the Fellowship obligations for a host institution can be found in <https://epsrc.ukri.org/skills/Fellows/hostorganisationobligations/>

Justification of the resources requested (up to two sides of A4).

Please ensure that all applicable costs requested on the Je-S form are justified in the Justification of Resources. Explain why the resources you have requested are required to deliver the work proposed in the Fellowship. Note: A +/-10% variation is allowed in the costings requested in the Justification of Resources between outline and full proposal submissions.

Work plan (up to one side of A4)

Normally a schematic Gantt Chart, but you can use any technique to show how the elements of the Fellowship will flow together. We do not expect high levels of detail.

Statements of support from any project partners (no page limit)

A project partner letter of support should be submitted from each partner. Details of the types of contributions allowed by project partners can be found in <https://epsrc.ukri.org/funding/applicationprocess/preparing/writing/lettersofsupport/>

Proposal Cover letter (no page limit)

This letter will only be seen by EPSRC and STFC and will not be available to the panel. The cover letter gives applicants the opportunity to express any other information they feel is relevant to their application or, if applicable, highlight anything that has been discussed with Research Council staff beforehand, relevant to the application.

Technical Assessment (no page limit)

If you plan to use a major facility in your research, such as those funded centrally by for example, a UKRI or a European facility, please contact the facility before applying to EPSRC to check if your proposed research is feasible and obtain a Technical Assessment. This must be submitted *via* Je-S as document type Technical Assessment.

Additional documentation will not be accepted after the deadline. Please note that proposals not accompanied by the correct documentation will be rejected.

Additional information

Applicants should use the Ethical Information section on the Je-S form to demonstrate to peer reviewers that they have fully considered any ethical issues concerning the material they intend to use, the nature and choice, current public perceptions and attitudes towards the subject matter or research area. The Research Councils will not fund a project if it believes that there are ethical concerns that have been overlooked or not appropriately accounted for. All relevant parts of the Ethical Information section must be completed. If the research will involve human participation or the use of animals covered by the Animals (Scientific Procedures) Act 1986 it is recommended that applicants pay particular attention to the guidance highlighted below. EPSRC/STFC reserve the right to reject applications prior to peer review if the Ethical Information sections are not completed correctly.

Further guidance on completing the Je-S form can be found at <https://jes.rcuk.ac.uk/Handbook/pages/GuidanceonCompletingaStandardG/EthicalInformation.htm>.

Other relevant guidance includes: EPSRC's policy on animal use in research (<https://www.epsrc.ukri.org/about/standards/animalresearchpolicy/>)

and the Responsible Innovation Framework (<https://epsrc.ukri.org/research/framework/>).

Please note that on submission to EPSRC **all** non-PDF documents uploaded onto Je-S are converted to PDF, the use of non-standard fonts may result in errors or font conversion, which could affect the overall length of the document. In addition, where non-standard fonts are present, and even though the converted PDF document may look unaffected in the Je-S System, when it is imported into the Research Councils Grants System some information may be removed. We therefore recommend that where a document contains any non-standard fonts (scientific notation, diagrams etc), the document is converted to PDF prior to attaching it to the proposal.

For advice on writing proposals see: <https://epsrc.ukri.org/funding/applicationprocess/preparing/>

Assessment

Assessment process

Outline Proposal stage:

Outline proposals will be considered by an expert sift panel against the assessment criteria outlined below. The balance of submissions in thematic areas will also be addressed at this stage. Successful applicants at the outline stage will be invited to submit a full proposal.

Feedback from the Outline panel will not be provided to applicants due to the high volume of proposals expected.

Invited Full proposal stage:

Full proposals will be considered and prioritised for interview by an expert peer review panel. Proposals will go out to the expert panel ahead of the panel meeting to allow the panel to review the applications. The panel may raise questions regarding an application. These questions will be returned to the applicants who will be invited to submit a response. Requests for applicant responses will be sent out on or before **11 January 2021** with responses to be returned by **19 January 2021**. At the expert panel meeting the prioritisation of the proposals will be based upon both the proposal documentation and the applicant responses to any questions raised by the panel.

Feedback from the Prioritisation panel meeting will be provided to applicants.

Applicants should note that panel members will be drawn from a pool which will include software development specialists, computational scientists and other relevant experts.

Interview Panel Stage:

Successful applicants at the full proposal prioritisation meeting will be invited for interview. Full details of the interview process will be sent to candidates at this point. The final successful candidates will be selected following the interview stage.

In the event of this call being substantially oversubscribed as to be unmanageable, EPSRC and STFC reserve the right to modify the assessment process.

Assessment criteria

Outline Proposal Stage:

The proposed work of the Fellowship must be within the scope of this call and within EPSRC or STFC's remit. The assessment criteria used by the panel to evaluate the Outline proposals are:

- **Vision.** Comment on the evidence that the applicant:
 - has provided a clear and compelling vision for their Fellowship to make a significant contribution to the development, sharing and exploitation of high-quality, sustainable research software and methodologies; and
 - will make a significant contribution to developing institutional and/or disciplinary culture to ensure that research software enables and/or accelerates high quality research.
- **Leadership and Advocacy.** Comment on evidence of the applicant's:

- aptitude and potential to lead, inspire and influence, for example, through mentoring, outreach activities and networking;
 - plans to act as an ambassador and advocate for the RSE profession and the importance of research software; and
 - plans for developing and sustaining effective partnerships and collaborations to enhance the impact, usage and sustainability of research software.
- **Host Organisation Support:** Comment on the degree to which:
 - the Host Organisation has demonstrated commitment to the applicant and the activities proposed in the Fellowship (both during the Fellowship award and following the ending of the award);
 - the Host Organisation plans to support the career development of the applicant (both during the Fellowship award and following the ending of the award);
 - the Host Organisation provides a high-quality environment for the development, sharing and exploitation of high-quality, sustainable research software and methodologies; and
 - the Host Organisation has tailored their support for the individual needs of the applicant and the activities proposed in the Fellowship

Invited Full Proposal Stage:

The following assessment criteria will be used by the panel to rank the Full proposals:

- **Quality (Primary):** Please comment on the degree of research and engineering excellence of the proposal, making reference to:
 - the novelty or utility, relationship to the context, timeliness and relevance to identified stakeholders;
 - the ambition, adventure, transformative aspects or potential outcomes; and
 - the suitability of the proposed model, approach or methodology and the appropriateness of the approach to enable and/or accelerate high quality research.
- **National Importance (Secondary major):** Comment on the national importance of the proposed development, sharing and exploitation of high-quality, sustainable research software and methodologies. How the proposed activities:
 - contribute to or help maintain the health of other disciplines, contribute to addressing key UK societal challenges and/or contribute to future UK economic success and development of emerging industry(s);
 - meet national needs by establishing, maintaining or supporting a world leading activity; and
 - complement other UK research funded in the area, including any relationship to the EPSRC or STFC portfolio.

- **Applicant and Partnerships (Secondary):** The applicant's ability to deliver the proposed activities, making reference to:
 - appropriateness of the track record of the applicant(s); and
 - balance of skills of the applicant(s) and collaborators.
- **Resources and Management (Secondary):** Comment on the effectiveness of the proposed planning and management and on whether the requested resources are appropriate and have been fully justified, making reference to:
 - any computational resources or equipment requested, or the viability of the arrangements described to access computational resources or equipment needed for this project, and particularly on any university or third-party contribution;
 - any resources requested for activities for public engagement, community building, knowledge exchange, and improve awareness of the importance of research software or to support responsible innovation; and
 - the degree of host institutional support.

Interview Panel Stage:

Interview panels will take place approximately 4 weeks following the Full proposal prioritisation panel. The interview panel will assess the criteria below.

Contribution to Computational Research (Primary): Comment on evidence that the applicant:

- Describes a clear and compelling vision of the strategic contribution their Fellowship will bring to the computational research landscape and other beneficiaries; and
- Describes the long term benefits of the Fellowship in promoting the development, sharing and exploitation of high-quality, sustainable research software and methodologies to enable leading UK computational research.

Leadership (Secondary): Focuses on the skills to lead a research proposal - including project delivery, leadership, management of collaborators and staff and identification and mitigation of risks. Comment on evidence that the applicant:

- Demonstrates the appropriate experience and/or planning to achieve the aims as detailed in their proposal. E.g. project management of the workplan, management of any staff on the project, the identification and building of relationships across the Research software community;
- Describes plans for the promotion and recognition of the RSE profession in the wider Research Community and Institutions; and
- Identifies potential risks within the project and where appropriate put in place plans for their mitigation.

Communication and Ambassadorship (Secondary): Comment on evidence that the applicant:

- Evidence of good communication skills (written/oral/presentation) across a range of stakeholders and demonstrates clear plans for advocacy;
- Demonstrates awareness of the importance of the advocacy role required of an RSE Fellow. Demonstrating clear plans for undertaking this work within the RSE community, within Host Institutions and more widely (with industrial and/or international communities); and
- Demonstrates plans to raise the awareness of the contribution of RSEs in enabling and accelerating high quality research software.

Personal Development (Secondary): Outlines career aspirations and how the Fellowship provides an appropriate mechanism to achieve them. Comment on evidence that the applicant has:

- The ability to outline career aspirations, justify why the Fellowship is an appropriate route to achieving them and explain how their chosen host organisation is supporting them in this respect; and
- The ability to identify career development support required to enable ambitions for the Fellowship to be achieved.

Guidance for Host Organisations/Heads of Department

The Host Organisation Statement should provide details of the support and development opportunities that will be provided, both during the period of the Fellowship and beyond the term of the grant, including transitional arrangements during the later period of the award. In addition, the Host Organisation Statement should include details of the institution's commitment to development, sharing and exploitation of high-quality, sustainable research software and methodologies. The Host Organisation Statement should provide a plan for sustaining the activities developed during the Fellowship beyond the period of the award. This should include how the host institution will provide a mechanism for a successful Fellow to transition to a permanent role at the institution at the end of the Fellowship, how such a Fellow would be evaluated for success, the duties and responsibilities of that role, and the funding model expected.

Host organisations are expected to give the individual all the support normal for an academic member of staff, even though they may not currently hold an academic position. Provision of the usual infrastructure such as laboratory and office space will be expected, plus other support such as mentoring.

Host organisations are expected to recognise the unique nature of Research Software Engineering Fellows and have a coherent and well-developed plan for how the Fellow will be integrated and supported within the institution. This plan should be unique and specific for the Fellow and be tailored to the individual needs of the Fellow and the activities proposed in the Fellowship.

The statement should be unique and highly tailored to the individual applicant. Generic or non-specific statements are strongly discouraged.

Further information on the Fellowship obligations for a host institution can be found in <https://epsrc.ukri.org/skills/Fellows/hostorganisationobligations/>

Grant additional conditions (GACs)

Grants will be subject to the standard UK Research and Innovation grant conditions.

Moving forward

If you are currently restricted under the Repeatedly Unsuccessful Applicants Policy, you may submit unlimited outlines.

However, you will only be able to submit one full proposal (as PI or CO-I) during the 12-month restricted period. Submissions to this call will count towards the Repeatedly Unsuccessful Applicants Policy. Further information about the policy can be found at: <https://epsrc.ukri.org/funding/howtoapply/basics/resubpol/rua/>

Key dates

Activity	Date
Deadline for outlines	18 August 2020
Deadline for Full Proposals	17 November 2020
Request PI response	11 January 2021
Deadline for PI response	19 January 2021
Interview Panel	w/c 22 Feb 2021
Funding decision	March 2021
Grant start date	31 March 2021

*EPSRC aims to adhere to the key dates as published, however there may be exceptions where the sift or prioritisation meetings may have to change due to panel member availability.

Contacts

Requests for help and advice concerning the writing and costing of your proposal should be addressed to your institutional Research Office in the first instance. Please ensure sufficient time is allowed ahead of the closing date to accommodate your Research organisation's submission process.

If you have any questions about preparing and submitting your proposal using Je-S, please contact the Je-S helpdesk. Email: JeSHelp@rcuk.ac.uk.

For other queries not addressed in the call document please contact:

Sarah King, Portfolio Manager.

Email: researchinfrastructure@epsrc.ukri.org

Telephone: +44(0)7739 969719 (mobile): +44(0)1793 444415 (office)

Change log

Version 02, June 2020

Name	Date	Version	Change
Sarah King	19/6/2020	1	N/A
Richard Gunn	26/6/2020	2	Signed-off version

Je-S attachments Check List

Outline:

Attachment Type	Maximum page length	Mandatory/Optional	Extra Guidance
Case for Support	Four pages	Mandatory	
C.V.	Two pages	Mandatory	
Justification for Resources	Two pages	Mandatory	
Additional Document	No page limit	Mandatory	Head of Department Letter of support

Standard:

Attachment Type	Maximum Page length	Mandatory/Optional	Extra Guidance
Case for Support	Nine pages	M	Comprising up to two A4 sides for a track record, and seven A4 sides describing proposed research and its context.
Workplan	One page	M	
Justification for Resources	Two pages	M	
CV's	Two pages each	M	For Applicant, named and visiting researchers, and researcher co-investigators only.
Project Partner Letters of Support	No page limits	Optional	Must be included from all named project partners. Must be on headed paper and be signed and dated within six months of the

			proposal submission date.
Letters of Support	No page limits	Optional	In exceptional circumstances a maximum of three letters can be submitted.
Technical assessment	No page limit	Optional	Mandatory if requesting access to facilities/compute time in Justification of Resources. If you plan to use a major facility in your research, such as those funded centrally by EPSRC, STFC or a European facility, contact the facility before applying to EPSRC to check if your proposed research is feasible, and obtain a Technical Assessment. This must be submitted via JeS as document type Technical assessment.
Proposal Cover Letter	No page limit	Optional	The cover letter can be used to highlight any important information to EPSRC. This attachment type is not seen by reviewers or panel members.
Host Organisation Statement	Two Pages	M	https://epsrc.ukri.org/skills/Fellows/hostorganisationobligations/

Other attachment	No page limit	Optional	This can be used for a document that does not fit under any of the headings above. NOTE: This attachment type is not seen by reviewers or panel members.
Publications	No page limit	M	Please list any related publications. If you have no relevant publications, please upload a dummy document.

Please ensure you adhere to the above attachment requirements when submitting your proposal. Any missing, over length or unnecessary attachments may result in your proposal being rejected. Please see <https://epsrc.ukri.org/funding/applicationprocess/preparing/writing/> for more information on writing your proposal.