Ernest Rutherford Grant funding 2014: Guidance for applicants

1. Introduction

Once you have accepted your Ernest Rutherford Fellowship, you may apply for an Ernest Rutherford research grant to enhance and further develop the research programme set out in your original Fellowship application.

Applications from Fellows will be assessed in competition with each other and there is no guarantee that all Fellows will be awarded this additional research funding.

2. When should you apply?

(i) If you were awarded a Fellowship in 2014

You are encouraged to submit an application to the 2014 round, which has a closing date of 31 July 2014. If successful, the grant would start in the first quarter of 2015.

(ii) If you were awarded a Fellowship in 2013

If you applied for an Ernest Rutherford grant in 2013 but were unsuccessful, or if you deferred an application until this year, you should apply to the July 2014 closing date. If the application is unsuccessful, you will not be permitted to apply again.

3. What can you apply for?

In the first instance, Ernest Rutherford research grants will be for up to three years.

There is no upper limit to the amount of grant funding that you may apply for. However, you should be mindful that the total funding available for this year's competition is £600k per annum.

Subject to the restrictions set out below, applications for Ernest Rutherford research grants should follow the general guidance set out in the STFC Research Grant Handbook

The restrictions are that, for Ernest Rutherford Grants:

- no additional funding for investigator time for the Fellow may be requested on the grant application. Your time should be fully funded through the Fellowship.

- no funding for co-investigator time will be provided.

You must be the Principal Investigator on the grant application and may apply for funding for research assistants and other staff, equipment, travel, project students and other costs, as set out in the Research Grants Handbook. Where applicable, the application will also need to include estates and indirect costs.

You will have applied for up to £15k support for travel and other costs in your Fellowship application, so your grant application should only include costs that are required over and above this.

Successful proposals will be funded on the standard basis of 80% of the full economic cost of the project, with the exception of any students (which are funded at 100% of the standard rates set by the Research Councils) and equipment, for which specific funding arrangements exist (see section 5.2.6 of the Research Grant Handbook).

4. How to submit an application

Applications must be submitted by the host institution via the Research Councils' Joint electronic Submission (Je-S) System by **4 pm on 31st July 2014.**

It is your responsibility to ensure that your host institution's Administration Department receives the proposal well before the submission deadline because it will need to check and approve the costings before it submits the proposal to STFC. Proposals submitted after the closing date will not be considered.

To apply through JeS you will need to ensure that your account is set to the right level to enable you to apply for a standard grant. If it is not you can upgrade by logging onto JeS and accessing your account summary page where you will see an option to request an upgrade.

When creating your proposal in Je-S you should use the following criteria:

>   Council: STFC
>   Document Type: Standard Proposal
>   Scheme: Standard
>   Call: Ernest Rutherford Grants 2014

When completing the proposal you should make sure that the organisation you select under *Project Details* is the host organisation for your Fellowship i.e. the same organisation you listed when applying for the Fellowship. You should also note that in the Peer Review Preferences section you will need to select "Other".

In the event of any enquiry relating to the Je-S system, please email the Je-S helpdesk or telephone 01793 444 164. There is also a Je-S help website which can be found by clicking "System help" on the Je-S login screen.

In addition to the online Je-S form containing the resource request, the following documents are required:

- Case for Support (maximum three sides of A4)
- Pathways to Impact Document (maximum two sides of A4)
- Data Management Plan (maximum two sides of A4)
- Your Original Fellowship Proposal

These documents should be uploaded as pdf attachments to the Je-S proposal. All appendices should be in Arial (or equivalent) 11 point font with a minimum of 2 cm margins.

5. **What to include in the Case for Support**

The Case for Support should explain how the resources will be used to enhance and further develop the research programme set out in the original Fellowship application, which must be attached to your application so that it is available to the reviewers. It is not sufficient just to repeat the case made in the original Fellowship application.

It is important that you consult a senior faculty member of your host institution for advice on how to write a good case for support. Proposals are assessed not only in competition with each other, but also against STFC's standard grant assessment criteria (see section 4) and no proposal will be funded if it does not score sufficiently highly against these criteria.

In particular, the case for support should clearly set out:
- the science case for the research
- the specific plan of work proposed and how it will be managed
- the specific roles of any PDRAs or other staff requested and of the Fellow
- contingency plans for any requests that are dependent on circumstances, for example, if observing time is not approved or equipment is shutdown
- the full justification of all resources requested.

See section 5.6 of the Research Grants Handbook for more information about what to include in the case for support.

Since your proposal will be assessed by a panel of experts drawn from all of the STFC core science programmes, it is very important that it is written in a way that non-specialists can understand.

You should also include a summary publication statistics table for any named PDRA listed in the application. As a minimum you should list the number of refereed publications over the most recent 3 year period, and the number of these as first author. In the case where there has been a career break, such as a period of maternity leave, a footnote should be added as shown below.

Example table: Period covered July 2011-June 2014

Named PDRA	Number of refereed papers	Number of first author refereed papers	Number of technical reports	Number of first author technical reports
A.N.Other[1]				

[1.] Note: A.N. Other was on maternity leave from June-Dec 2012.

6. **What to include in the Pathways to Impact document**

This should describe how the potential benefits of the research, including knowledge exchange and outreach, will be realised. For more information on completing the Pathways to Impact document, see section 5.10 of the Research Grants Handbook and the STFC Economic Impact in Peer Review webpage.

7. **What to include in the Data Management Plan**

If your proposal is for a project that would result in the production or collection of scientific data, then a Data Management Plan (DMP) should be added as an attachment. This is a mandatory requirement; therefore if a DMP is not relevant to your proposal then an attachment explaining this should be uploaded to pass the Je-S validation requirement. Further information on completing your DMP can be found on the following web page http://www.stfc.ac.uk/1930.aspx

8. **Review and Assessment Process**

Ernest Rutherford grant applications are assessed by a panel composed of experts drawn from the range of subjects covered by the STFC core science programme. To help the panel carry out its assessment, at least three reviews are sought for each application from suitable experts selected in consultation with the Panel members. All reviewer comments received are made available to you, anonymously, and you will have an opportunity to respond to them. Reviews and responses are made available to all Panel members.

Panel members may wish to respond to your PI response and ask further questions if there are any matters that are still unclear.

The Ernest Rutherford Grants Panel will assess proposals against the relevant criteria listed in the Assessment Criteria in section 6.1 of the Research Grants Handbook, specifically:

- Scientific excellence
- International competitiveness
- Strategic value within the STFC programme
- Productivity of grant supported staff (where relevant)
- Quality of leadership/management
- Potential for economic impact and quality of the *Pathways to Impact* section

The Panel will make a recommendation on whether the proposal should be funded and on the appropriate level of resources to award.

9. Timetable

Call Activity	Indicative Timetable
Closing date for applications	4 pm 31st July 2014
Response to reviewer comments	Early September 2014
Panel meeting	Early October 2014
Funding start dates	Between 1 January 2015 and 31st March 2015

For further advice contact: fellowships@stfc.ac.uk

30 May 2014