



Engineering and  
Physical Sciences  
Research Council



Science and  
Technology  
Facilities Council

## Quick Reference

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

### Stephen Hawking Fellowship

Call type: Invitation for proposals/Invitation for outlines

Closing date: 18/11/2020

**How to apply:** Outline proposal followed by invitation to submit a full proposal.

**Assessment Process:** Outline proposals will be considered by expert panels. Full proposals will be by invitation only and will undergo postal peer review. Following satisfactory peer review applicants will be invited to interview resulting in a rank ordered list.

#### Key Dates:

Activity	Date
Outline proposal open	21 September 2020
Outline proposal close	18 November 2020
Full proposal open (invitation only)	w/c 25 January 2021
Full proposal close (invitation only)	25 February 2021
Interviews	w/c 14 June 2021
Funding decision	July 2021

#### Additional information:

- Host organisations must not submit more applications than the number of Fellowships available.
- Host organisations are expected to carry out pre-selection of candidates and must show evidence that they will support all applicants they put forward.
- A host organisation statement is required for the full proposal.
- Offers to successful candidates will be withdrawn if not formally accepted within 4 weeks of receipt of Offer Letter.



Engineering and  
Physical Sciences  
Research Council



Science and  
Technology  
Facilities Council

# Stephen Hawking Fellowship

Call type: Invitation for proposals/Invitation for outlines

Closing date: 18/11/2020

**Related themes: Cosmology, General relativity, Quantum gravity, Classical gravity, String theory, Statistical physics, Nuclear physics, Particle physics, Particle astrophysics, Theoretical astronomy, Theoretical plasma physics, solar or planetary physics, Mathematical Physics, Condensed Matter physics, Theoretical quantum optics and information, Quantum fluids and solids, Cold atoms and molecules.**

## Contents of this call document

Quick Reference .....	1
Stephen Hawking Fellowship .....	2
Contents of this call document.....	2
Summary .....	3
Background.....	3
Equality, Diversity and Inclusion .....	3
Responsible Innovation.....	4
Equipment .....	5
Eligibility.....	5
Person Specification .....	6
Responsibilities of the applicant .....	6
Host organisation eligibility .....	6
How to apply - Outline proposal.....	7
Guidance on writing an application.....	7
How to apply - Full proposal (Invitation from outline only) .....	8
Guidance on writing an application.....	9
Assessment .....	12
Guidance for host organisations.....	14
Grant additional conditions (GACs).....	14
Funding Available .....	15
Moving forward .....	18
Key dates .....	18
Contacts.....	18
Change log .....	19
Appendices .....	20

## Summary

In recognition of Stephen Hawking's exceptional contributions to scientific knowledge and popularisation of science, UK Research and Innovation will support and develop up to 50 of the next generation of visionary scientists in theoretical physics at the beginning of their careers. There will be up to five calls for these postdoctoral fellowships, one call per year between 2019 and 2024 with each call to fund up to 10 fellowships. The total amount being made available by UKRI for this scheme is £15 million.

The objectives of the scheme are:

- To fund new high quality research and support the development and training of postdoctoral researchers in the field of theoretical physics.
- To train and develop a cohort of postdoctoral researchers with the skills to continue a legacy of public engagement in the field of theoretical physics.

The fellowships will provide up to 4 years' funding for postdoctoral fellows with a strong passion for curiosity driven science that seek to challenge current assumptions, advance scientific knowledge and inspire the public through their discoveries. The funding will support fellows to engage in training on public engagement and scientific communication to develop the skills to explain complex scientific ideas to wider audiences and with the aim of continuing Stephen Hawking's work in bringing science into popular culture.

## Background

Proposals are welcomed from all areas of theoretical physics, and areas of mathematics and computer sciences which underpin and contribute to the development of theoretical physics. The scope of the fellowships extends beyond Stephen Hawking's active areas of research such as cosmology, general relativity and quantum gravity and UKRI wish to invite other aspects of theoretical physics such as classical gravity, string theory, statistical physics, nuclear physics, particle physics, particle astrophysics, theoretical astronomy, solar and planetary physics.

Proposals are also welcome from across the fundamental mathematical and computer sciences where the applicant can demonstrate that the research will underpin these approaches and can directly build capability in the area of theoretical physics, such as quantum computing. The scheme will be delivered jointly by EPSRC and STFC on behalf of UKRI. UKRI will monitor this activity over its lifetime to ensure it meets its objectives. In future calls for Stephen Hawking Fellowships, the research scope may be evolved to reflect emerging trends and funding in the area of theoretical physics.

## Equality, Diversity and Inclusion

The long-term strength of the UK research base depends on harnessing all the available talent. EPSRC/STFC expects 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/STFC funding decisions, we require expert advice and robust decision-making processes for all EPSRC and STFC 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 <https://epsrc.ukri.org/funding/equalitydiversity/> for further information.

## **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/>).

## **Research integrity**

UKRI expects all the researchers and innovators it funds to adopt the highest achievable standards in the conduct of their work. This means exhibiting impeccable integrity and following the principles of good research practice detailed here: [UKRI Research Integrity](#)

## **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

Total equipment limit of £10,000 can be included and 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

This scheme aims to support excellent researchers who will make significant contributions to the field of theoretical physics and continue to spark public interest in the field. Applicants must demonstrate within their application how the Stephen Hawking Prize Fellowship will support and enable their research agenda, develop their skills in public engagement and science communication, and clearly demonstrate that their skills and experience at the time of application match those outlined in the person specification.

- Applicants will hold a PhD or have equivalent research experience at the time of submitting the outline proposal.
- Applicants must not currently hold or have held a permanent academic post or equivalent. If you secure a permanent position prior to the offer of a Fellowship you will be ineligible.
- There are no nationality or residency restrictions. Where applicable, you will need to comply with Department for Employment requirements and hold a work permit prior to taking up the Fellowship. Work permits are a matter for direct negotiation between the institution, the Department for Employment and the Home Office.
- Applicants must not be in receipt of duplicate funding for the same or similar proposal from more than one funding agency. Applicants with a live application to UKRI would not be eligible to apply.
- This is a post-doctoral level Fellowship, potential applicants that would consider applying for an Ernest Rutherford Fellowship, EPSRC Early Career Fellowship or a Future Leaders Fellowship would not be at a suitable career stage to apply for this call. Unsuccessful applicants to post-doctoral level fellowships may apply to the Stephen Hawking Fellowships.
- Applicants can choose to spend anywhere between 50 and 100% FTE on their fellowship for up to 4 years. Where a fellow is ordinarily employed part-time, their UKRI fellowship may be held part-time at a minimum level of 50% and be extended pro-rata. Where a fellow is employed full-time but does not spend 100% of their time on their fellowship, the fellowship duration will not be prorated.

These fellowships support applicants from diverse career paths, including those returning from a career break or following time in other roles. We encourage applications from those wishing to work part-time to combine the fellowship with personal responsibilities. Review panels will consider time spent outside an active research or innovation environment, whether through career breaks, flexible working or as a consequence of working in other roles.

## Person Specification

The competency-based person specification below is used to describe the desired qualities, skills, experience and attributes expected at the Post-Doctoral researcher career stage. In conjunction with the host institution, you should evaluate your track record against the person specification and ensure that you are able to demonstrate how you fulfil each of the expected attributes.

Applicants should:

- Demonstrate knowledge in the area of theoretical physics, including a clear vision of the excellence and importance of the proposed research.
- Have their own original and ambitious research plans/ideas.
- Demonstrate the suitability of the proposed environment for the research and its impact.
- Provide an approach to maximise the impact and influence of the proposed work.

Experience and potential:

- Applicants must have the necessary skills, knowledge and experience to take forward the proposed project.
- Applicants should demonstrate an enthusiasm for communicating their research findings and a clear understanding of the role of public engagement in the research landscape.

Skills:

- Applicants should have strong communication and interpersonal skills and aim to develop these through engagement with different audiences.
- Applicants should demonstrate how the outcomes of the fellowship will be communicated and used within and outside of their immediate research community.

Personal Development:

- Applicants should as part of their application have identified opportunities to access career development and support that will underpin their future career ambitions.
- A clear programme of skills development is an essential component of this fellowship and must include the development of public engagement/scientific communication skills.

## Responsibilities of the applicant

UKRI expects all the researchers and innovators it funds to adopt the highest achievable standards in the conduct of their work. This means exhibiting impeccable integrity and following the principles of good research practice detailed in the [RCUK Policy and Guidelines on Governance of Good Research Conduct](#).

## Host organisation eligibility

Fellowships can be held at any UK Higher Education Institution (HEI), Independent Research Organisation or Research Council Institute that is [eligible for Research Council funding](#). They are individual awards allowing for the

possibility of future transfer. Individuals are required to discuss their application with their chosen HEI prior to application.

## How to apply - Outline proposal

### Submitting an 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:

- Documents – Create New Documents
- Council 'EPSRC'
- Document type 'Outline Proposal'
- Scheme 'EPSRC Fellowship Outline'
- On the Project Details page, you should select the 'Stephen Hawking Fellowship 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/STFC. Please allow sufficient time for your organisation's submission process between submitting your proposal to them and the call closing date.

EPSRC/STFC must receive your application by:

**Outline proposal** 16:00 on 18 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/applicationprocess/>) which should be consulted when preparing all proposals.

### Guidance on writing an application

Applications for Stephen Hawking Fellowships are submitted through the [Research Councils' Joint Electronic Submission \(Je-S\) system](#). If you have not used the Je-S system to submit an application before, please ensure, well in advance of the closing date, that you have set up an account. Guidance for completion of the application is provided through the Je-S help text, available from the Je-S system front page, and context sensitive help throughout the system.

You are advised to contact your host organisation's Research Administration **as soon as possible** as departments may have their own deadlines for candidate selection which may be several weeks before the closing date.

This is a joint fellowship with EPSRC and STFC. The Je-S system only allows for a Scheme to be 'owned' by one Council. In this case the lead Council is EPSRC. STFC specific applications will be managed by STFC.

Applicants may submit only one application to the Stephen Hawking Fellowship per funding opportunity. Unsuccessful applicants may re-submit to subsequent calls but are required to demonstrate within their proposal that they have made substantive change/development from the original submission. Changes to the proposals should go beyond addressing issues raised by the reviewers in line with EPSRC's guidance on preparing re-submissions.

<https://epsrc.ukri.org/index.cfm/funding/applicationprocess/preparing/preparingnewproposals/>

STFC/EPSRC reserve the right to reject applications that are not deemed to be substantially different to the original submission.

All documents must be submitted as PDF attachments and must abide by the page limits (outlined below). All attachments must be of A4 size, use a standard Arial or other Sans Serif font, of minimum size 11. Margins should be 2cm on all sides. Templates must not be altered in any way.

The CV template of a maximum of two sides of A4 must be used. The format of the CV template must not be altered, including margins and logos. An exception will be made for applicants who complete the section on Career Breaks.

**EPSRC/STFC may reject a proposal if any of the documents submitted breaches the rules on page limits, font size or margins. Proposals that are in breach of the application rules will be returned for amendment only once.**

### **Outline proposal documents:**

The following documents will be required when submitting an **outline proposal**:

- Cover Letter
- CV
- Outline case for support

## **How to apply - Full proposal (Invitation from outline only)**

### **Submitting an 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:

- Documents – Create New Documents
- Council 'EPSRC'
- Document type 'Fellowship Proposal'
- Scheme 'EPSRC Fellowship'
- On the Project Details page, you should select the 'Stephen Hawking Fellowship' 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/STFC. Please allow sufficient time for your organisation's submission process between submitting your proposal to them and the call closing date.

EPSRC/STFC must receive your application by:

**Full proposal** (invitation only) 16:00 on w/c 25 February 2021.

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.

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

## Guidance on writing an application

Applications for Stephen Hawking Fellowships are submitted through the [Research Councils' Joint Electronic Submission \(Je-S\) system](#). If you have not used the Je-S system to submit an application before, please ensure, well in advance of the closing date, that you have set up an account. Guidance for completion of the application is provided through the Je-S help text, available from the Je-S system front page, and context sensitive help throughout the system.

You are advised to contact your host organisation's Research Administration **as soon as possible** as departments may have their own deadlines for candidate selection which may be several weeks before the closing date. They will advise you about costing your proposal and internal procedures relating to submitting a research proposal through Je-S. Your fellowship application must be costed and submitted by the host organisation.

Unsuccessful applicants may re-submit to subsequent calls but are required to demonstrate within their proposal that they have made substantive change/development from the original submission. Changes to the proposals should go beyond addressing issues raised by the reviewers in line with EPSRC's guidance on preparing re-submissions.

<https://epsrc.ukri.org/index.cfm/funding/applicationprocess/preparing/preparingnewproposals/>

STFC/EPSRC reserve the right to reject applications that are not deemed to be substantially different to the original submission.

All documents must be submitted as PDF attachments and must abide by the page limits (outlined below). All attachments must be of A4 size, use a standard Arial or other Sans Serif font, of minimum size 11. Margins should be 2cm on all sides. Templates must not be altered in any way.

The CV template of a maximum of two sides of A4 must be used. The format of the CV template must not be altered, including margins and logos. An exception will be made for applicants who complete the section on Career Breaks.

**EPSRC/STFC may reject a proposal if any of the documents submitted breaches the rules on page limits, font size or margins. Proposals that are in breach of the application rules will be returned for amendment**

**only once.**

## **Full proposal documents (by invitation only):**

If you are successful at outline stage, you will be invited to submit a full proposal, uninvited full proposals will be rejected. You may wish to take account of any feedback and realign your proposal in light of the assessment criteria. You may wish to rewrite sections or expand on areas where assessment focus will rest.

The following documents will be required when submitting a **full proposal**:

- CV
- Full case for support
- Host organisation statement
- Diagrammatic work plan
- Justification of resources
- Cover letter
- Project partner letter of support (where applicable)

Details of the requirements for each of the documents can be found in the Appendices. Some document requirements are different EPSRC/STFC standard grant processes, in this case guidance from this call document should be followed.

## **Ethical 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. EPSRC 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 attention to the guidance highlighted below. EPSRC reserves 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://je-s.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.

For advice on writing proposals see:

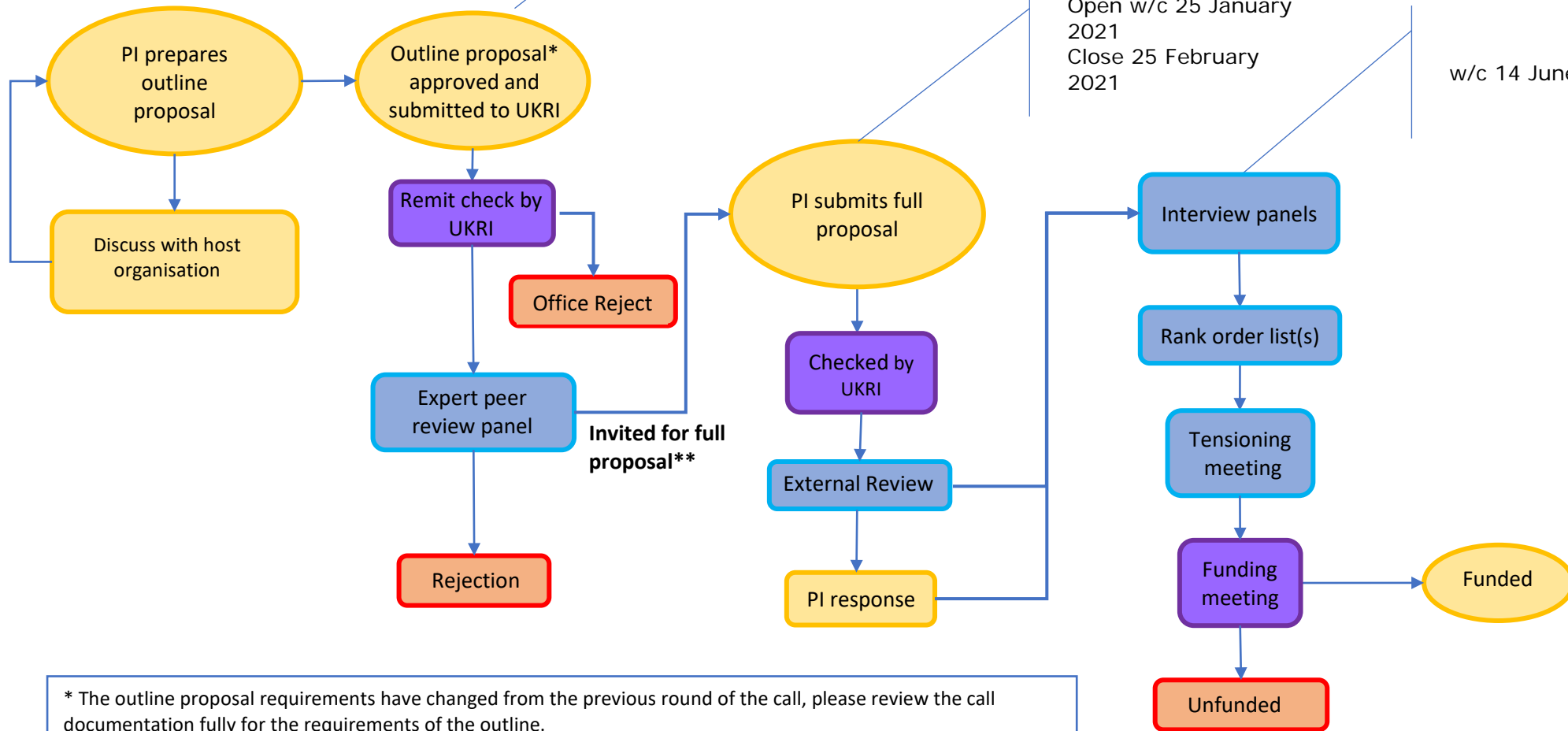
<https://epsrc.ukri.org/funding/howtoapply/preparing/>

# Application process diagram

Open w/c 21  
September 2020  
Close 18 November  
2020

Open w/c 25 January  
2021  
Close 25 February  
2021

w/c 14 June 2021



\* The outline proposal requirements have changed from the previous round of the call, please review the call documentation fully for the requirements of the outline.  
 \*\* only a small number of proposals, in comparison to the previous round, will be invited for full proposals.

# Assessment

## Assessment process

A three-stage assessment process will be used. Applicants that do not meet the eligibility criteria and applications out of remit will be sifted before the outline panel.

### Stage 1: Outline proposals

Outline proposals will be considered by an external expert panel against the quality of the proposed research importance assessment criteria. Successful applicants will be invited to submit a full proposal. Applicants will receive feedback from the outline panel. In the event of this call being substantially oversubscribed as to be unmanageable, UKRI reserve the right to modify the assessment process.

### Stage 2: Invited full proposals

Full proposals will be sent out for expert postal peer review. Postal peer review will consider all assessment criteria. Any proposals without sufficiently supportive reviews will be rejected at this stage, with agreement from appropriate panel members, without PI response. Applicants that receive sufficiently supportive reviews will have the opportunity to reply to comments made by the reviewers in a PI response document. Applicants are given seven days to submit a response.

### Stage 3: Interview panel

Proposals with sufficiently high postal peer reviewer scores will go to interview in order to select the final successful applicants. At interview stage the panel questions will primarily focus on the applicant and public engagement assessment criterion. However, all criteria will be assessed in determining the final rank ordered list taking into consideration the peer review comments, PI response and interview. Full details of the interview process will be sent to applicants successful at the outline stage.

## Assessment criteria

### Outline proposal assessment criteria

<b>Research Quality</b>	<ul style="list-style-type: none"><li>• Candidate presents an excellent research programme which is novel and timely.</li><li>• Propose suitable methodology and the appropriate approach to achieving impact and public engagement</li><li>• Demonstrate ambition, adventure, transformative aspects or potential outcomes;</li></ul>
<b>Research Importance</b>	<ul style="list-style-type: none"><li>• Candidate provides evidence of how the research will make a significant contribution to the research field.</li><li>• Candidate articulates the strategic importance of the research and how it may contribute to the economic, social and cultural prosperity of the UK.</li><li>• The potential outcomes arising from the research are identified and plans for maximising their impacts are proportionate, timely and credible.</li></ul>

**Full proposal** assessment criteria:

<p><b>Research Quality</b></p>	<ul style="list-style-type: none"> <li>• Candidate presents an excellent research programme which is novel and timely.</li> <li>• Propose suitable methodology and the appropriate approach to achieving impact</li> <li>• Demonstrate ambition, adventure, transformative aspects or potential outcomes;</li> </ul>
<p><b>Research Importance</b></p>	<ul style="list-style-type: none"> <li>• Candidate provides evidence of how the research will make a significant contribution to the research field.</li> <li>• Candidate articulates the strategic importance of the research and how it may contribute to the economic, social and cultural prosperity of the UK.</li> <li>• The potential outcomes arising from the research are identified and plans for maximising their impacts are proportionate, timely and credible.</li> </ul>
<p><b>Applicant and their development</b></p>	<ul style="list-style-type: none"> <li>• Candidate is at the post-doctoral stage as outlined in the requirements of the call.</li> <li>• Demonstrates an ability to deliver the proposed research activity.</li> <li>• Provides a well-considered plan for skills development that is appropriate given their current experience.</li> <li>• Ability to outline career aspirations and justify why the fellowship is an appropriate route to achieving them.</li> </ul>
<p><b>Public Engagement</b></p>	<ul style="list-style-type: none"> <li>• The candidate has evidenced a history and/or interest in science communication and public engagement through, for example, previous, current, ongoing or planned science communication activities with audiences from a non-scientific background.</li> <li>• The candidate has set out a clear plan for development and advancement of their own public engagement skills that is appropriate given their current experience, while drawing from any relevant public engagement activities already undertaken.</li> <li>• The candidate must demonstrate the ability to be, or ambition to become, a clear communicator and disseminator of knowledge (through written, verbal or other means) to both scientific and non-scientific audiences. They should give clear outline plans for the methodology, engagement and development opportunities which will achieve their ambitions.</li> <li>• The candidate must have a clear plan for public engagement activities for the duration of the Fellowship and have a plan as to how the effectiveness of this engagement will be assessed.</li> </ul>
<p><b>Resources and Management</b></p>	<ul style="list-style-type: none"> <li>• Candidate fully justifies the planning and project management, including managing input from collaborators where applicable.</li> <li>• Resources are fully justified and appropriate, including resources to either increase impact, for public engagement or to support responsible innovation.</li> <li>• Risks are identified and appropriate contingencies put in place.</li> </ul>

## Guidance for host organisations

- Host Organisations are expected to carry out pre-selection of candidates and should be willing to support all applicants put forward.
- Host organisations should consider carefully how many applications they submit and in no circumstances should submit more than the number of Fellowships available.
- A host organisation statement is required and will be considered during the review process.
- Departments must provide mentoring opportunities for fellows. This should include contact with a named individual who can draw on their experience to help fellows in their professional or personal development. They should also help to enable fellows to rapidly access resources at their Research Organisation through knowledge of appropriate processes and systems.

Guidance on host organisation support:

<https://epsrc.ukri.org/skills/fellows/hostorganisationobligations/>

## Grant additional conditions (GACs)

Grants will be subject to the standard UK Research and Innovation grant conditions (<https://www.ukri.org/funding/information-for-award-holders/grant-terms-and-conditions/>) however the following additional grant conditions will be added to this call.

GAC1 ('Benefits Realisation Plan') – UKRI will require the Grant Holder to design and present to EPSRC and STFC a plan within 3 months of the start of the grant which includes suitable metrics, performance indicators or other measures of outputs/impacts that demonstrate a clear benefit of the investment in terms of the research and public engagement activities. This document will not form part of the peer review process

GAC2 ('Reporting') – In addition to the terms of RGC17, the Grant Holder and/or nominated representatives will be required to manage a reporting structure that gives performance indicators and measures which allow a clear demonstration of benefits, for example through outreach and public engagement activities, as well as research outputs. Case studies and other material generated as part of this exercise may be used by the Research Councils for publicity purposes.

GAC3 ('Engagement') – In addition to the terms of RGC19 and RGC21 the Grant Holder may be required to attend meetings, events and other joint activities at the reasonable request of the Research Council, where such activities are held across the cohort of individuals awarded fellowships funded under this scheme in order to share experiences, best practice, wider public engagement activities, research impacts and outputs etc.

Applications are accepted and awards are made on the understanding that Research Organisations and fellows agree to observe the terms and conditions

and the scheme requirements set out in this document and any amendments issued during the currency of the award. UKRI intends its scheme to be flexible and reserves the right to deal as it thinks fit with applications of unusual character and to waive any rule at its absolute discretion.

Research Organisations must appoint research fellow employees for the full duration of the award and integrate the research fellow within the research activities of the host department, whilst ensuring that he or she is able to maintain independence and focus on their personal research programme. Awards are made on the understanding that the fellow's work and progress are subject to the same monitoring and appraisal procedures as those of other academic staff within the host institution, and that there are adequate facilities at the host institution for the research proposed.

## **Funding Available**

### **Full Economic Costs**

Fellowship applications are costed on the basis of full economic costs (fEC). If a Fellowship is awarded, UKRI will provide funding at 80% of the fEC requested. The host institution must agree to find the balance of fEC for the proposal from other resources. Universities and other higher education organisations use the Transparent Approach to Costing (TRAC) methodology to calculate fEC.

### **Directly Incurred Costs**

Costs that are explicitly identifiable as arising from the conduct of a project are charged as the cash value actually spent and are supported by an auditable record. Stephen Hawking Fellowships provide funds to cover your salary, the costs of personal travel and some minor equipment costs. These should be requested under the Directly Incurred Costs heading.

### **Travel**

Personal travel is taken to include necessary collaborative visits and fieldwork, and attendance at conferences, workshops or symposiums. If you are associated with an STFC/ EPSRC research grant you must ensure that any travel connected with the research project for which the grant was given is claimed from that source. You should estimate in your application all personal travel and subsistence funds required during the lifetime of the Fellowship.

### **Other Directly Incurred Costs**

Applicants may request dedicated minor equipment and consumables up to a total value of £10,000 (including VAT) on the grant. UKRI encourage the development of skills in public communication and will provide funding to support training provision in public communication. This should be included in Directly Incurred Costs.

## **Incurred - Other Costs.**

Applicants moving to the UK from overseas to take up an award may request relocation and visa costs. These costs should be applied for under the Other Directly Incurred Costs heading on the pro\_forma. UKRI will award a maximum of £1.2k if moving from within Europe or £3k if moving from outside of Europe.

## **Equipment**

Equipment over £10,000 in value (inc. vat) is not available through this call.

## **Publication Costs**

UKRI will no longer provide funding in research grants for any publication costs associated with peer-reviewed journal articles and conference papers. UKRI provides direct funding to research organisations for this purpose. Publication costs associated with research outputs other than journal articles and conference papers, such as books, monographs, critical editions, catalogues etc. may, however, continue to be included in grants as a Directly Incurred Other Cost. Any request for such costs will of course need to be fully justified in the justification of resources.

## **Directly Allocated Costs and Indirect Costs**

No other staff, other than the applicant are allowed.

Estates costs include building and premises costs, basic services and utilities and appear under the Directly Allocated Costs heading. Estates costs are calculated by the research organisation and a single figure will appear on the application.

## **Other Conditions and features**

### **Extensions**

After a fellowship grant has started, the duration may be extended to cover: maternity leave, paternity leave, adoption leave, shared parental leave, paid sick leave, extended jury service, or changes from full-time to part-time working for a research fellow in line with the terms and conditions of the fellow's employment. Otherwise, the conditions for extending fellowship grants are the same as apply to research grants.

Any request for an extension should be made via the Grant Maintenance facility in Je-S as soon as the required duration is known. All requests for extensions must be made before the grant ends. Making requests for extensions near the end of the grant, especially where this would move payments to a different financial year, is not encouraged as this will increase the risk that we will be unable to accommodate the request within budget restrictions.

### **Maternity, Paternity, Adoption and Parental leave**

Fellows are entitled to take maternity, paternity, adoption or parental leave in accordance with the terms and conditions of the fellow's employment. If requested, consideration will be given to allowing a fellowship grant to be placed in abeyance during the absence of the research fellow for maternity, paternity, adoption or parental leave, and the period of the fellowship extended by the period of leave. Consideration will be given to requests to continue the fellowship



on a flexible or part-time basis to allow the research fellow to meet caring responsibilities.

### **Contribution to child-care costs associated with conference attendance or collaborative visits**

UKRI will consider funding childcare expenses for Stephen Hawking Fellows if they incur substantial additional childcare costs as a result of an activity directly associated with their fellowship. The funds may be used to cover, or partially cover, childcare costs that are additional to those that would be incurred anyway without the conference attendance or collaborative visit. This could include the cost of additional care at home or the cost of items such as flights and accommodation for the child(ren) and a carer if necessary. The maximum value of a claim is £500. Up to three claims may be made during the fellowship. Payment will be made on receipt of a claim following the conference attendance or collaborative visit. Further details and claim forms will be made available to successful applicants upon request.

### **Sick Leave**

Fellows are entitled to take sick leave in accordance with the research organisation's terms and conditions. If requested, consideration will be given to allowing a fellowship grant to be placed in abeyance during the absence of the research fellow due to sick leave, and the period of the fellowship extended by the period of sick leave. The additional salary costs for the fellow (pro rata to their percentage FTE on the fellowship) should be claimed, as necessary, at the end of the extended period.

### **Break in Service/Abeyance**

Stephen Hawking Fellows may be allowed to interrupt their award twice during the period of their fellowship for a total of 6 months to spend time on activities unsupported by the UKRI but directly related to their fellowship. UKRI's agreement must be sought in advance.

Agreement will not be given for a break during the first or final year of the award. Where a period of abeyance is agreed the award will be extended by a period equal to the length of the break.

Breaks in service will not normally be permitted during the first or final years of the fellowship, unless this is on maternity or sick leave, and must be endorsed by your Head of Department. Where UKRI agrees to a break in service, the payments to the institution will cease for the period of the break.

### **Movement between Institutions**

Applicants must take up the award at the host institution identified in the application. Consideration will be given to requests during an award to relocate the fellowship to a different institution for scientific or domestic reasons.

STFC/EPSRC have adapted a more flexible approach to a fellow transferring their fellowship from their original host institution. If a fellow is offered a permanent position at a different institution, then provided the job was advertised and the closing date and interviews were held after the fellow had accepted the fellowship offer, then the fellow would be allowed to transfer their fellowship. The new institution would need to confirm that the teaching requirement was within the permitted limit (see section 12.8) and the fellow would have the necessary support. Clarification on the impact of their fellowship outcomes

would also be required. The transfer would still be subject to the agreement of the two institutions involved and approval by STFC's Chair of Education, Training and Careers Committee and EPSRC.

Guidance on making a request to transfer a fellowship can be found on the UKRI website.

## Moving forward

Submissions to this call will not 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
Outline proposal open	21 September 2020
Outline proposal close	18 November 2020
Full proposal open (invitation only)	w/c 25 January 2021
Full proposal close (invitation only)	25 February 2021
Interviews	w/c 14 June 2021
Funding decision	July 2021

UKRI aims to adhere to the key dates as published, however there may be exceptions where the sift or interview meeting may have to change due to panel member availability.

## Contacts

EPSRC      George Adams  
[researchcareers@epsrc.ukri.org](mailto:researchcareers@epsrc.ukri.org)

STFC      Caroline Sweeting  
[fellowships@stfc.ukri.org](mailto:fellowships@stfc.ukri.org)

Je-S Helpdesk  
[JeSHelp@je-s.ukri.org](mailto:JeSHelp@je-s.ukri.org)  
+44 (0) 1793 44 4164

Please refer to JeS Homepage for call opening hours

## Change log

<b>Name</b>	<b>Date</b>	<b>Version</b>	<b>Change</b>
George Adams	11/06/2020	1	N/A
George Adams	26/08/2020	1.1	Amended Je-S steps added Je-S helpdesk

## Appendices

### Je-S attachments Check List

#### Outline proposal:

Case for Support	Four pages	Mandatory /Optional	Extra guidance
C.V.	Two pages	M	Use the Stephen Hawking Fellowship CV template
Case for support	Four pages	M	Address the Outline proposal assessment criteria
Proposal Cover Letter	2 Pages	M	Please indicate which research area you feel your research fits (Listed below). The cover letter can be used to highlight any important information to UKRI. This attachment type is not seen by reviewers or panel members.

#### Full proposal:

Attachment Type	Maximum Page length	Mandatory/ Optional	Extra Guidance
Case for Support	Six pages	M	Comprising up to two A4 sides for a track record, and four A4 sides describing proposed research in its context and outlining your proposed public engagement activities.
Diagrammatic Workplan	One page	M	
Justification for Resources	Two pages	M	
CVs	Two pages each	Applicant mandatory As Required for others	For Applicant, named and visiting researchers only. Use the Stephen Hawking Fellowship CV template

Project Partner Letters of Support	No page limits	As Required	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	As Required	In exceptional circumstances a maximum of three letters can be submitted. Seek approval before submitting.
Proposal Cover Letter	2 Pages	M	Please indicate which research area you feel your research fits (Listed below). The cover letter can be used to highlight any important information to UKRI. This attachment type is not seen by reviewers or panel members.
Host Organisation Statement	2 Pages	M	<a href="https://epsrc.ukri.org/skills/fellows/hostorganisationobligations/">https://epsrc.ukri.org/skills/fellows/hostorganisationobligations/</a>
Technical Assessment	No page Limit	As required	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 if JeS marks it as required.
Other attachment	No page limit	By request only.	This can be used for a document that does not fit under any of the headings above. This attachment type is not seen by

			reviewers or panel members.
--	--	--	-----------------------------

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.

Eligible Research Areas:

Cosmology  
General relativity  
Quantum gravity  
Classical gravity  
String theory  
Statistical physics  
Nuclear physics  
Particle physics  
Particle astrophysics  
Theoretical astronomy  
Theoretical plasma physics  
solar or planetary physics  
Mathematical Physics  
Condensed Matter physics  
Theoretical quantum optics and information  
Quantum fluids and solids  
Cold atoms and molecules