Quick Reference

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

Turing Artificial Intelligence Acceleration Fellowships

Call type: Invitation for Outlines

Closing date: 18 February 2020 at 16:00

Funding Available: Up to £18 million is available for this call. UKRI expects to fund 10-15 Fellows.

Assessment Process: Outline proposals will be considered by an expert panel. Invited full proposals will undergo postal peer review, followed by an interview panel stage.

Key Dates:

Activity	Date
Call published	24 October 2019
Host Organisation inclusivity statement deadline	4 February 2020
Deadline for Outline proposals	18 February 2020
Outline proposal decisions	Early April 2020
Deadline for Full Proposals	21 May 2020
Interview Panel	Early September 2020
Funding decision	Late September 2020
Grant start by date	1 January 2021

Additional information: This programme, part of a broader UK government investment in Turing Artificial Intelligence (AI) Fellowships, aims to accelerate the careers of the highest potential AI researchers either in academia or industry towards a world-leading position by the end of the fellowship. Strong emphases within this programme will be on creativity of ideas, thought, and approach, and on enabling new models of collaboration between academia and other sectors.

The fellowships will be five years in duration and must start by 01 January 2021. To manage demand applications from each host organisation will be capped at **four**. The process by which host organisations inclusively identified fellowship applicants must be reported to EPSRC before the submission of applications.

Contacts:

General enquiries should be sent to AI.Robotics@epsrc.ukri.org. Specific enquiries should be sent to:

- Primary: Liam Boyle, Portfolio Manager. Email: liam.boyle@epsrc.ukri.org or telephone: 01793 44 4254

- Secondary: Vivienne Blackstone, Senior Portfolio Manager. Email: Vivienne.Blackstone@epsrc.ukri.org: 01793 44 4557

Turing Artificial Intelligence Acceleration Fellowships

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Contents of this call document

Summary

EPSRC, on behalf of UKRI, is delivering this substantive phase of the Turing Artificial Intelligence (AI) Fellowships, working in partnership with The Alan Turing Institute, Department for Business, Energy and Industrial Strategy (BEIS) and the Office for Artificial Intelligence. Through this programme we aim to grow the UK's capability and capacity in addressing the methodological and theoretical challenges in AI and enable enhanced engagement between academia, industry and other sectors through flexible career paths that encourage inter-sector mobility.

Outline proposals are invited for the Turing AI Acceleration Fellowships call. Up to £18 million is available to fund 10-15 fellows for 5 years. We are seeking to invest in the next generation of AI researchers who will undertake ambitious and novel research with a primary focus on tackling the methodological and theoretical challenges in AI driven by real world applications. This research should show significant novelty in the development of AI technologies and should go beyond applying established AI approaches within applications. Fellows will be expected to actively seek to develop into a position of leadership in their host organisation, in the national and international research community, and engage with and influence the strategic direction of UK AI research. Fellows should build strong relationships and collaborations with stakeholders in the UK and internationally.

In order to enable a diverse and inclusive AI community UKRI wishes to fund a diverse fellowships cohort, consequently host organisations are required to take an inclusive approach to identifying applicants. For more information please see equality, diversity and inclusion on page 6, and the guidance for host organisations on page 10.

To manage demand applications from each host organisation will be capped at **four**.

Background

Due to the huge global opportunity AI presents, the UK government outlined 'AI and the Data Economy' as one of the Industrial Strategy Grand Challenges and set the aspiration that we will 'put the UK at the forefront of the AI and data revolution'. The UK is already in a world leading position in AI, with the building blocks to make significant advances to maximise the potential of AI.

This investment is a direct response to the Government commissioned review of the AI sector, which recommended that an international fellowship programme for AI should be created. Following the Government's AI Sector Deal in early 2018 '*up to £50 million in new Turing AI Fellowships to bring the best global researchers in AI to the UK'* was committed to in the 2018 Budget.

Turing AI Fellowships

This UKRI-led investment follows the initial fellowship call led by The Alan Turing Institute in early 2019. This substantive phase of the Turing AI Fellowships working in partnership with The Alan Turing Institute, BEIS and the Office for AI will consist of two separate programmes:

1. **Turing AI Acceleration Fellowships** are intended to accelerate the careers of high potential researchers towards a world leading position by the end of their fellowship and invest in a new generation of AI research. Strong emphases within this programme will be on creativity of ideas, thought and approach, and on enabling new models of collaboration between academia and other sectors.

2. **Turing AI World-Leading Researcher Fellowships** focused on building critical mass in the UK. This programme will invest in the international recruitment and retention of a small number of world-leading researchers developing, applying and understanding new AI technologies, with significant packages of support to enable the building of centres of excellence in key areas of AI research. Details were published in a pre-announcement of this call on 24 October 2019.

Further objectives of this investment in Turing AI Fellowships are:

- To boost the UK's global reputation as a great place to study, invest or work in AI by attracting, retaining and developing the best and brightest researchers in AI internationally, including those already in the UK, thereby growing the UK's AI sector.

- To create a diverse and sustainable AI research and innovation ecosystem, strengthening the academic pipeline, accelerating the careers of the most

promising individuals, growing the UK's capability and capacity in AI and enabling enhanced engagement between industry and academia through flexible career paths that encourage inter-sector mobility.

- To contribute to the realisation of the Government's AI and Data Grand Challenge, accelerate adoption of AI technologies and attract inward investment in AI, by investing in world leading creative and innovative AI research.

- Support a diverse research community in the high-profile and growing area of AI, with an emphasis on diversity of thought, approach and career path needed for innovation in novel AI technologies in a range complementary areas of AI including STEM, social sciences, arts and humanities.

Applicants should read the guidance for Fellowships on the EPSRC website: http://www.epsrc.ac.uk/skills/fellows/

For more information about EPSRC's portfolio and strategies, see our website: https://www.epsrc.ac.uk/research/ourportfolio/

Turing AI Acceleration Fellowships

Turing AI Acceleration Fellowships are intended to accelerate the careers of high potential researchers towards a world leading position by the end of their fellowship. Strong emphases within this programme are on creativity of ideas, thought and approach to tackle the grand challenges of AI, and on enabling career mobility across sectors (including academia, industry, government, and the third sector) for the fellow and their team. This will aid in the creation of new, flexible collaborations and enable the two-way flow of knowledge and people across sectors. Fellows are expected to take full advantage of this though the inclusion of significant tangible stakeholder engagement in order to build mutually beneficial two-way relationships based on expertise, secondments, products and infrastructures.

Fellows will be expected to:

- Build a world-leading profile by the end of their fellowship;

- Build and develop a high-quality programme of ambitious, novel and creative research, in an area of AI technology of opportunity for the UK, with world-leading results;

- Actively seek to develop into a position of leadership in their host organisation, and in the national and international research community by the end of their fellowship;

- Build strong relationships and collaborations with colleagues in industry and academia, and maximise the potential for flexible career paths;

- Act as an ambassador and advocate for AI, science and ED&I including:

- o Actively engaging with questions around AI and ethics, and responsible research and innovation (RRI), embedding this throughout their activities;
- o Using an inclusive approach in the recruitment of their team, actively developing their skills and careers.

- Seek to engage with and influence the strategic direction of the UK AI research and innovation landscape through engagement with their peers, policy makers, and other stakeholders including the public;

- Deliver research with a high likelihood of impact on UK society and the economy;

- Build a broader portfolio of funding and activities beyond this fellowship, moving towards a position of sustainability at the end of the fellowship.

It is not expected that fellows will commit 100% of their contracted time (FTE) to this activity throughout its duration. However, on average a minimum 50% commitment is expected over the lifetime of the award as this fellowship should be the fellow's main identity. Fellows may start their award with less than 50% FTE but should ramp up their commitment to a minimum of 50% FTE within 6 months of the award start date. By the final year of the award it is expected that fellows will have developed their portfolio beyond the fellowship and should therefore have a maximum of 50% FTE to enable broader portfolio development. With this in mind fellows should design an appropriate time commitment over the duration of the award to deliver their research vision.

This call is expected to be highly competitive and as such applicants are encouraged to ensure they demonstrate their ability to meet these expectations.

Equality, diversity and inclusion

Equality, diversity and inclusion enriches diversity of thought, builds stronger perspectives and performance within organisations and communities and fosters more innovative and creative approaches. This is particularly pertinent in AI as the quality of the output from algorithms depends on assurances that the inherent biases of those involved in their development do not transfer into their design. AI is increasingly being used in ways that can directly impact lives, and it is commonly agreed that a diverse AI community and workforce is likely to reduce bias and positively impact the development of fair, ethical, and inclusive AI technologies. Furthermore, investing in a diverse array of fellows of different genders, ethnicities, backgrounds and career paths will enable greater diversity of thought and of approach in AI that is key to the development of a sustainable UK AI ecosystem, and the development of creative new AI technologies.

One of the primary aims of this programme is to invest in the most creative, innovative researchers, with the most diverse and exciting new approaches to AI. A proactive step towards enabling a diverse UK AI research community through this investment is being taken by asking host organisations to actively use an inclusive approach to selecting and maximising the diversity of the candidates they intend to support. UKRI expects that host organisations consider diversity broadly

to include backgrounds, career paths, thought and approach as well as protected characteristics.

The long-term strength of the UK research base depends on harnessing all the available talent. EPSRC 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 researchers 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 https://epsrc.ukri.org/funding/equalitydiversity/ for further information.

Funding available

Up to £18 million is available for this call from EPSRC and it is anticipated that 10-15 awards will be made. Funding is for a duration of five years and fellows must begin no later than 1 January 2021 – no slippage of this date will be permitted.

The fellow is expected to request a tailored package of resources, designed in partnership with their host organisation and partners, to enable them to achieve the objectives of their research agenda. Due to the emphasis of these awards on cross-sector collaboration, significant leverage (cash or in-kind investment) is expected from project partners.

Fellows are expected to build interdisciplinary teams including post-doctoral research assistants, research software engineers and data scientists. Resources can be used for research expenses including travel, equipment, research technical support including research software engineers, PDRA and fellow salaries, training and other standard expenses. Training expenses can be used to cover a range of areas including research related, leadership, communications and public engagement. Relocation costs will also be permitted. It is expected that resources will be requested for activities to build collaborations with industry such as secondments, staff exchanges and regular travel.

Support for studentships through this investment will not be permitted, in line with other UKRI investments. Student engagement should be realised through host organisation or stakeholder support, or collaboration with other training investments in the UK landscape such as the UKRI AI CDTs.

It is expected that resources will be used flexibly to deliver the vision and desired outcomes of the programme. Detailed resourcing estimations will therefore only be required for the first two years of the fellowship, alongside a decision-making methodology for subsequent planning.

Where appropriate, fellows may benefit from a range of opportunities and support from the Alan Turing Institute, for example access to the Institute's university partner network or the Research Engineering Group (REG). Applicants invited to submit a full proposal will need to liaise with the Institute (AIFellowships@turing.ac.uk) if they wish to request specific Institute resource, for example REG time, events support etc., as part of their application and to ensure appropriate costings are included.

For further information on allowable costs please see our website: https://epsrc.ukri.org/funding/applicationprocess/fundingguide/resources/

The fellowship must start by 1 January 2021 and no extensions will be given for delays in the appointment of staff. Therefore, when putting together the proposal, the recruitment time for staff required should be taken into consideration i.e. if it is estimated that it will take six months to recruit a PDRA then only 54 months of PDRA time should be requested. Only if there is a PDRA/staff member ready to start at the beginning of the fellowship should you apply for the full five years (60 months) of time.

Please note: Due to the nature of this funding, grant extensions will only be considered under exceptional circumstances (in line with the Equality Act 2010) and will require UKRI agreement on a case-by-case basis. The Research Organisation remains responsible for compliance with the terms of the Equality Act 2010, including any subsequent amendments introduced while work is in progress, and for ensuring that the expectations set out in the UKRI statement of expectations for equality and diversity are met. See https://www.ukri.org/about-us/equality-diversity-and-inclusion/where-we-stand/

Equipment

Individual items of equipment between £10,000 and £400,000 can be included on proposals for individual research projects if the equipment is essential to the proposed research and if no appropriate alternative provision can be accessed. However, a 50% contribution to the cost of the equipment from other sources is required. Additional justification of the requirement for individual items of equipment between £10,000 and £400,000, and details of the proposed contribution to the cost of the equipment, must be provided in the Justification of Resources (JoR). For any items or combined assets with a value above £138,000 (including value added tax [VAT]) a two-page Equipment Business Case must also be included in the proposal documentation.

Any items of equipment with a value in excess of £138,000 (including value added tax [VAT]) that are funded on research will need to be reported on annually as part of the University's Equipment Portfolio Annual Reports. This will be communicated via an additional grant condition on the research grant. Smaller items of equipment (individually under £10,000) and consumables 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 call is aimed at high potential AI researchers either in academia or industry with the potential to be world-leaders in the next five years and the vision to use the fellowship to attain this world leading position. Applicants are expected to have significant research experience and a track record of developing collaborative relationships. Diverse career paths in AI mean that no standardised eligibility criteria will be set. However, these awards are not suitable for applicants considering early career fellowships from UKRI or any other funders.

Applications are encouraged from people currently employed in all sectors (e.g. academia, industry, government and the third sector) and are welcomed from both UK based and international researchers. However, the time dedicated to the fellowship should be hosted by an eligible organisation within the UK (see below). One of the objectives of the Turing AI Acceleration Fellowships is to enable mixed positions and flexible movement across sectors, as such cross-sector working is encouraged. However the Turing AI Acceleration Fellowship should be the applicant's main identity (see page 6 for minimum time commitment expectations).

Applications from those who have taken a non-standard career path after their primary degree are encouraged. Proposals are also encouraged from candidates who wish to re-establish themselves after a career break or other period of absence from active research.

If applicants are employed part-time then they can apply for the fellowship to be held part-time. However, these fellowships have a maximum duration of five years and cannot be extended pro-rata.

EPSRC is leading this call on behalf of UKRI, therefore the standard EPSRC eligibility of organisations applies. For further information please 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/

The EPSRC restriction on the number of fellowship applications in 12 month period does not apply to this UKRI call. Therefore if you submit to this call you will be permitted to submit a fellowship proposal to EPSRC in the following 12 months. Conversely if you have previously applied for a fellowship (whether through EPSRC or any other funder) you would not be restricted to the 12 month wait to apply to this call. However, please note that you cannot apply in parallel to any UKRI fellowship scheme and any EPSRC fellowship schemes. As such, you would need to wait until the outcome of one application is known before submitting to the other scheme.

Please also note that if you apply to this call and are unsuccessful, this would be classed as a first submission under the EPSRC resubmissions policy and therefore you would not be able to subsequently submit that same fellowship proposal to the EPSRC Fellowship scheme. Similarly proposals previously submitted to other fellowship schemes will be counted as a resubmission and office rejected. Further information can be found at: https://epsrc.ukri.org/funding/applicationprocess/basics/resubpol/

Submissions to this call will not count towards the EPSRC Repeatedly Unsuccessful Applicants Policy. Further information can be found at: https://epsrc.ukri.org/funding/applicationprocess/basics/resubpol/rua/

Stakeholder collaboration

Due to the emphasis of these awards on stakeholder collaboration and career mobility for the fellow and their team significant stakeholder collaboration and leverage (in cash or in kind) is expected. It is expected that valuable collaborations will build a mutually beneficial two-way relationship based on expertise, secondments, products and infrastructures. However, there are no specific leverage requirements.

Post award expectations

A key feature of this investment will be the management of the cohort of fellows as a group which will be led by UKRI in partnership with the Office for AI and the Alan Turing Institute. Fellows will be expected to engage with cohort activities.

Each fellow will be required to provide key information as part of the award and this will be combined with information gained from the recipients' host organisations. Information will be collected on a regular basis through tools such as ResearchFish in a format which will allow it to be readily aggregated and analysed. Additional information may be required for the mid-term and final evaluation of the Turing AI Fellowship programme.

Guidance for host organisations

Candidate Selection

Applications from each host organisation will be capped at **four** in order to manage demand.

One of the primary aims of this programme is to invest in the most creative, innovative researchers, with the most diverse and exciting new approaches to AI. A proactive step towards enabling a diverse UK AI research community through this investment will be taken by asking host organisations to actively use an inclusive approach to selecting and maximising the diversity of the candidates they intend to support. UKRI expects that host organisations consider diversity broadly to include backgrounds, career paths, thought and approach as well as protected characteristics.

Host organisations are asked to provide a statement describing the inclusive process they have used to select their chosen candidates by completing a Smart Survey **before the submission** of any outline proposals to EPSRC. The information submitted will be used to increase understanding of inclusive selection processes used by host organisations, inform future UKRI interventions, and feed into thinking on EDI in AI. It will not be part of the outline assessment of individual candidates.

The statement should describe the process used to identify potential candidates. It should not include personal details of potential candidates nor any details that may enable them to be identified.

Outline proposals submitted by host organisations that have not reported on this process will be office rejected and will not go forward to the outline sift panel stage.

The Smart Survey must be submitted by the host organisation by **16.00** on **04 February 2020**. Only one submission per host organisation is required regardless of the number of outline proposals they intend to submit. The Smart Survey can be found at:

https://www.smartsurvey.co.uk/s/TuringAIAcceleration/

As guidance, it is suggested that host organisations consider the following points in designing and describing their inclusive selection process:

- The processes used to identify potential and final candidates

- How these processes may enable diversity and inclusion in the selection of potential and final candidates

- The steps taken to mitigate unconscious bias in the selection process

- The alignment of the approach taken with the host organisations equality diversity and inclusion policies

- Support for and consideration of flexible working including part-time working, career breaks and caring responsibilities

- The inclusion of candidates with different career paths

Support for Fellows

The host organisation is expected to lend significant support to fellows in order to enable them to build their profile, research activity and career. The host organisation is expected to actively enable flexible fellowship pathways including secondments and collaboration building with cross-sector stakeholders, and to invest in developing the career and leadership skills of the fellow. In addition, host organisations will be required to facilitate a cohort approach for the fellows adding value in terms of networking, good practice sharing, mentoring, advocacy and stakeholder engagement. All successful applicants will be expected to engage in this.

The Host Organisation Statement at both stages of this call are an important feature of this award which should draw on the discussions between the applicant and head of department. The host organisation and the applicant should engage to co-create a work plan and discuss and outline the support that will be required to enable them in realising the objectives of the AI Acceleration Fellowships, realise their research vision, develop their leadership and progress their career during and beyond the end of this fellowship. Host organisations should develop a plan to monitor and adapted this plan of support as needed to allow a flexible fellowship pathway. Additionally all host organisations are expected to manage their fellows as a cohort within each institution and nationally and should therefore engage with all of their chosen candidates to develop an approach to managing them as a

cohort. Additionally, host organisations will be expected to outline how they plan to facilitate interaction between Turing AI Acceleration Fellows nationally.

At the end of this five year investment it is expected that each of the fellows supported and their wider groups and collaborations will be in a sustainable position. In part, this will be due to the support of their host institution and a key expectation of the host institutional support will be that the institution commits to longitudinal strategic support for the fellows and their group and activities beyond the term of the fellowship.

For further information see: https://epsrc.ukri.org/skills/fellows/hostorganisationobligations/

How to apply

A three-stage application process will be used.

Stage 1: Outline proposal - application details are described below.

Stage 2: Full proposal - candidates successful at the outline stage will be invited to submit a full proposal. No other proposals will be accepted. Any unsolicited proposals will be rejected. Application details are described below.

Stage 3: Interview Panel

Guidance on writing an outline application

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/).

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://je-s.rcuk.ac.uk/Handbook/pages/SettingupaJeSaccount/SettingupaJeSaccount.htm

When adding a new proposal, you should select:

- Council 'EPSRC'

- Document type 'Outline Proposal'

- Scheme 'EPSRC Outline'

- On the Project Details page you should select the 'Turing Artificial Intelligence Acceleration Fellowship Outlines' call.

- The project title should begin with "Turing AI Fellowship:…".

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 February 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.

Applicants are asked to submit a Case for Support, CV, Justification of Resources and a supporting Host Organisation Statement. All documents are mandatory.

The expert outline panel will be asked to comment on the outline stage assessment criteria (page 20). If the Host Organisation Statement does not address what has been requested (page 14) then the outline proposal will be rejected by the office prior to the outline panel.

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

The case for support should address the following areas:

- Why a Turing AI Acceleration fellowship will enable you to deliver your research vision, and become a world leader in the next 5 years

- A brief explanation of the proposed research including:
  - A clear articulation of its novelty and creativity in a national and international context;
  - How it will lead to the development of new AI technologies and capabilities in the UK, beyond applying established AI approaches within applications;
  - How responsible research and innovation and ethical considerations will be incorporated into the research programme;
  - The potential of the research to have transformational impact on the UK economy and society.
- Plans for initiating, developing, building and sustaining relationships with partners in other sectors.
- How you will realise the career mobility objectives of the fellowship, and how this will enable you to build and develop collaborative relationships with key stakeholders.

CV: (up to two sides of A4)

Please provide a CV for the applicant only. Your CV should specifically cover the following:
- Your ability to choose, build and develop appropriate collaborations and networks nationally, internationally or across disciplines.
- Your ability to lead and develop a team or take a leading role in the field; and show an ability to identify and maximise potential in others.
- Your employment history, listed in reverse order. Please start with your current employment and make sure that the title of your current post is clear.

- Your research history, listed in reverse order. The dates of any degrees obtained and the viva date for your PhD should be stated or equivalent experience explained.

- Track record of research and/or innovation funding or research positions.

- Any current teaching commitments.

- Any current administrative activities: examples may include editorial responsibilities, committee membership, team leadership etc.

- Other: examples may include invited talks, awards, prizes, memberships of professional bodies, membership and leadership of collaborations etc.

Justification of resources: (up to two sides of A4)

Detailed resourcing estimations are only required for the first two years of the fellowship, alongside clear methodologies for effective decision making and advice on resource decisions after this point. All applicable costs requested on the Je-S form must be justified in the Justification of Resources (JoR). Explain why the resources you have requested are required to undertake your research project and deliver impact. You are recommended to follow the 'cost to the proposal' headings used in the application form. For more information please see https://epsrc.ukri.org/funding/applicationprocess/preparing/writing/jor/

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

Applicants are encouraged to have early discussions with their host organisation to identify what training and development opportunities are available to meet their aspirations over the duration of the proposal.

Host Organisation support is an important feature of this award. The Head of Department should complete a statement of support for the applicant and their proposed research programme. The Host Organisation Statement should draw on the discussions between the applicant and Head of Department and should cover the following:

- Outline of the anticipated tailored support that would be offered if successful and how this will aid the fellow in realising the objectives of the Turing AI Acceleration Fellowships;

- How the Host Organisation and applicant have engaged to develop a research work plan that will allow the fellow to follow a flexible pathway throughout the fellowship;

- Where equipment is requested, the statement should confirm any host organisation contribution.

This statement should be on University headed paper and be signed and dated. If this is not included within your outline proposal then your proposal will be office rejected and will not go forward to the outline panel.

For details of what should be included in the Host Organisation Statement please see: https://epsrc.ukri.org/skills/fellows/hostorganisationobligations/

For advice on writing proposals see: https://www.epsrc.ac.uk/funding/howtoapply/preparing/

Guidance on writing a full application

Submitting a full application

This stage is only open to applicants invited to submit a full proposal following the outline stage. The call will open on Je-S the week commencing 2 February 2020.

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 'Turing Artificial Intelligence Acceleration Fellowship Full Proposal' call.

- The project title should begin with "Turing AI Fellowship:…".

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

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 **21 May 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.

The full proposal should consist of the following completed documents. Applicants are advised to consider the assessment criteria (page 20) and strategic drivers of the call, and to ensure that they address these in their proposal.

Case for support (up to nine sides of A4):

A statement on how the proposed research programme will develop novel AI technologies implementing diversity of thought and approaches enabled through career mobility and collaborations with industry, government or third sector. This should include:

- **Track record of applicant (up to two sides of A4):** The applicant should demonstrate a broad knowledge of the area of interest through a tailored track record which highlights their skills, expertise and experience. An

explanation of the suitability of the proposed research environment(s) for enabling their research and its impact should be included.

- **Description of proposed research and its context:** The case for support should offer a compelling vision for a creative and adventurous research agenda with a clear plan of how this will be achieved. Applicants should ensure that all the assessment criteria are addressed.

- **National importance**: Describe how the proposed research has the potential to grow the UK's capability and capacity in AI, enable enhanced cross-sector engagement and benefit the UK economy and society.

  Guidance on how to address National Importance is available on the EPSRC website http://www.epsrc.ac.uk/funding/howtoapply/preparing/includingnationalimportance/

- **Impact:** The applicant should demonstrate how their programme of research will have a transformative effect on the AI research and innovation landscape in the UK and internationally.

- **Equality, diversity and inclusion:** How equality, diversity and inclusion will be embedded in the applicant's plans:

  o To build collaborations;

  o For the recruitment, career development and career mobility of members of their team;

  o To reflect and encourage the diverse range of perspectives in the community.

  As a signatory of the Concordat to Support the Career Development of Researchers, UKRI asks all applicants to consider the principles of the concordat in the development of their teams in the case for support. For more information see: https://www.vitae.ac.uk/policy/concordat

- **Responsible research and innovation:** The applicant should demonstrate how their research vision embeds the principles of responsible research and innovation. This should include ethical and societal considerations and the equality, diversity and inclusion implications of their research programme and outputs.

  For information on EPSRC's framework for responsible innovation see https://epsrc.ukri.org/index.cfm/research/framework/

Please refer to the assessment criteria within this call guidance document. For more details please read the general Case for Support guidance http://www.epsrc.ac.uk/funding/howtoapply/preparing/writing/caseforsupport

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

Detailed resourcing estimations are only required for the first two years of the fellowship, alongside clear methodologies for effective decision making and advice

on resource decisions after this point. All applicable costs requested on the Je-S form must be justified in the Justification of Resources (JoR). Explain why the resources you have requested are required to undertake your research project and deliver impact. You are recommended to follow the 'cost to the proposal' headings used in the application form. For more information please see https://epsrc.ukri.org/funding/applicationprocess/preparing/writing/jor/

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. Depending on the nature of the research proposed, this is not expected to be a detailed and fixed work plan for the full duration of the project.

Pathways to impact (up to two sides of A4)

The Pathways to Impact document, should describe how the Turing AI Acceleration Fellow will engage with stakeholders across sectors and act as an AI ambassador to a range of audiences, including the public. This should cover how the applicant intends to manage the kinds of impact envisaged to ensure it reaches the intended beneficiaries as quickly as possible in line with the principles of responsible research and innovation. This should include:

- How and when potential users have been/will be identified

- Methods for communication and engagement with stakeholders to ensure those in the field and related disciplines will benefit

- A clear public engagement strategy

- The applicant's track record in this area

- What steps will be taken to ensure that outputs of the research are made available to potential users

- Suitable metrics for determining the success of the strategy in delivering value to users

- The resources required for these activities. Please ensure these are also captured in the financial summary and the Justification of Resources.

You are particularly encouraged to think about how public engagement activities may help you maximise the impact of your proposed research.

Detailed guidance on Pathways to Impact can be found at: https://epsrc.ukri.org/funding/applicationprocess/preparing/impactguidance/

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

This should include:

- Your ability to choose, build and develop appropriate collaborations and networks national, internationally or across disciplines.

- Your ability to lead and develop a team or take a leading role in the field; and show an ability to identify and maximise potential in others.
- Your employment history, listed in reverse order. Please start with your current employment and make sure that the title of your current post is clear.

- Your research history, listed in reverse order. The dates of any degrees obtained and the viva date for your PhD should be stated or equivalent experience explained.

- Track record of research and/or innovation funding or research positions.

- Any current teaching commitments.

- Any current administrative activities: examples may include editorial responsibilities, committee membership, team leadership etc.

- Other: examples may include invited talks, awards, prizes, memberships of professional bodies, membership and leadership of collaborations etc.

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.

This statement should be on University headed paper and be signed and dated.

For details of what should be included in the Host Organisation Statement please see: https://epsrc.ukri.org/skills/fellows/hostorganisationobligations/

Proposal cover letter (up to two pages, optional)

This letter will only be seen by EPSRC (or another relevant council if it falls into an interface area) and will not be sent to peer review. 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 EPSRC 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 UKRI 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 Je-S marks it as required.

Project partner letter of support (no page limit)

A project partner letter of support should be submitted from each partner

http://www.epsrc.ac.uk/funding/howtoapply/preparing/writing/

Quotes/business case for equipment (no page limit)

These must be supplied in cases where equipment is requested as part of the proposal and in line with EPSRC requirements: http://www.epsrc.ac.uk/research/facilities/equipment/

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. 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 particular 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/

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.

Assessment

Assessment process

A three-stage assessment process will be used. Proposals without sufficient focus on the development of novel AI technology will be office rejected before the outline panel.

Stage 1: Outline proposals

Outline proposals will be considered by an external expert panel against the **fit to call, quality of the proposed research, applicant,** and **research environment** assessment criteria.

Successful applicants will be invited to submit a full proposal. In the event of this call being substantially oversubscribed as to be unmanageable, EPSRC 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 except fit to call.**

Any proposals without sufficiently supportive reviews will be rejected at this stage 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.

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 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

The assessment criteria are:

- **Fit to the call (primary) – outline stage only**

    o Degree of novelty and creativity in the development of AI technologies in relation to current research, going beyond applying established AI approaches within applications.

    o Planned and realistic collaborations, including evidence of early engagement with stakeholders.

- o Plans to use career mobility to build or develop relationships with stakeholders and how this complements the proposed research programme.

- o Potential to meet the expectations of a Turing AI Acceleration Fellow (page 5).

- **Quality of the proposed research (primary) – all assessment stages**

  - o Degree of novelty in the broader context of the current AI research area internationally.

  - o The ambition and adventure of the proposed programme and its potential to have a transformative effect on the AI research and innovation landscape.

  - o Appropriateness of the proposed methodology.

- **National importance (secondary major) – full proposal and interview stages**

  - o Alignment with national strategic needs and ability to establish a unique world-leading research activity in AI technologies which complements other UK research in the area.

  - o Potential to have a transformative impact on the research area, UK economy and society.

  - o Contribution to addressing key UK societal challenges and/or to future UK economic success and the development of the UK's capacity and capability in AI.

  - o Engagement with the ethical, equality, diversity and inclusion considerations of AI research in relation to both the research programme and outputs, and in the community.

- **Pathways to impact (secondary) – full proposal and interview stages**

  - o Specific and realistic routes to capture the benefits and opportunities of the programme.

  - o Effective plans to work with appropriate Project Partners to deliver impact to the intended beneficiaries as quickly as possible.

  - o Plans to embed the principles of Responsible Research and Innovation in the proposed programme.

  - o Plans for engaging with the public in driving the AI research agenda.

- **Applicant (secondary) – all assessment stages**

  - o Ability to deliver the proposed research.

- o Strong vision for a creative and adventurous research agenda, and a clear plan as to how the fellowship will enable them to deliver this agenda.

- o Ability to make a strategic contribution to the AI landscape, both in the UK and internationally.

- o Potential to become a world-leading researcher in AI by the end of the fellowship.

- o Ability to act as an ambassador for AI research and innovation and plans to achieve this.

- o Ability to successfully build and manage collaborations across sectors.

- **Research environment (secondary) – all assessment stages**

  - o Justification of choice of Host Organisation and collaborators clearly identifying how they will aid the applicant in realising their research programme vision and the aims of this call

  - o Level of support from the Host Organisation tailored to the proposed research, and evidence of flexibility in these plans to evolve as appropriate to the research

- **Resources and management (secondary) – full proposal and interview stages**

  - o Justification of the planning and project management, including the management of any staff requested and a demonstration of the approach to embedding equality, diversity and inclusion into recruitment of the research team.

  - o Adequate justification of the requested resources and their appropriateness to deliver the proposed research.

  - o Appropriate risk mitigation strategy.

Grant additional conditions (GACs)

Grants will be subject to the standard UK Research and Innovation grant conditions however the following additional grant conditions will be added to this call:

Notwithstanding RGC 5.2 Starting Procedures, this grant must start by 01 January 2021 – no slippage of start date beyond 01 January 2021 will be permitted. Expenditure may be incurred prior to the start of the grant and be subsequently charged to the grant, provided that it does not precede the date of the offer letter.

In addition to RGC 12.4 Publication and Acknowledgement of Support, the Grant Holder must make reference to UKRI funding and include the UKRI logo and relevant branding on all online or printed materials (including press releases, posters, exhibition materials and other publications) related to activities funded by this grant.

In addition to RGC 3.4, the Grant Holder is expected to prepare a full equality diversity and inclusion plan for the duration of this grant to demonstrate best practice in equality, diversity and inclusion throughout the lifetime of this funding award. This must be recorded through the grant reporting process.

In addition to the requirements set out in standard UKRI grant conditions RGC 7.4 Research Monitoring and Evaluation, 7.5 Disclosure and Inspection, EPSRC reserve the right to instigate a review of all or part of the grant at any stage during the lifetime of the award as well as after the grant has finished.

In addition to the requirements set out in the standard UKRI grant condition RGC 7.4.3, the Grant Holder is responsible for providing regular progress reports against non-financial performance metrics. A detailed list of performance metrics and instructions for reporting will be agreed with the Grant Holder upon commencement of the grant.

This grant will not be adjusted for indexation. The Grant Holder is responsible for ensuring that indexation is accounted for within the quarterly budgeted profile.

Key dates

Activity	Date
Call published	24 October 2019
Host Organisation inclusivity statement deadline	4 February 2020
Deadline for Outline proposals	18 February 2020
Outline proposal decisions	Early April 2020
Deadline for Full Proposals	21 May 2020
Interview Panel	Early September 2020
Funding decision	Late September 2020
Grant start by date	1 January 2021

*EPSRC aims to adhere to the key dates as published, however there may be exceptions where the outline or interview meeting 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 host organisation Research Office in the first instance.

For general enquiries regarding the call please email AI.Robotics@epsrc.ukri.org. Specific questions should be sent to:
- Primary contact: Liam Boyle, Portfolio Manager. Email: liam.boyle@epsrc.ukri.org or telephone: 01793 44 4254
- Secondary contact: Vivienne Blackstone, Senior Portfolio Manager. Email: Vivienne.Blackstone@epsrc.ukri.org or telephone: 01793 44 4557

If you have any questions about preparing and submitting your proposal using Je-S, please contact the Je-S helpdesk (JeSHelp@rcuk.ac.uk, 01793 444164).
The Je-S Helpdesk is staffed Monday to Thursday 8.30–17.00, Friday 8.30-16.30 UK time (excluding bank holidays and other holidays).

Change log

Name	Date	Version	Change
Vivienne Blackstone	24/10/19	1	N/A
Liam Boyle	06/12/19	1.1	Clarification of start date. Clarification of fellow time commitment

Je-S attachments Check List

Outline:

Case for Support	Four pages	Mandatory	
C.V.	Two pages	Mandatory	
Justification of Resources	Two pages	Mandatory	
Host Organisation statement	Two pages	Mandatory	Host organisation statement of support detailing the process by which the applicant was identified. Written on headed paper and signed by an appropriate senior representative of the host organisation.

Full proposal:

Attachment Type	Maximum Page length	Mandatory/Optional	Extra Guidance
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 panel members.
Case for Support	Nine pages	Mandatory	Comprising up to two A4 sides for a track record, and seven A4 sides describing proposed research and its context.
Pathways to Impact	Two pages	Mandatory	
Work plan	One page	Mandatory	Depending on the nature of the research proposed, this is not expected to be a detailed and fixed work plan for the full duration of the project.
Justification for Resources	Two pages	Mandatory	
Host Organisation Statement	Two pages	Mandatory	Written on headed paper and signed by an appropriate senior representative of the host organisation.
Applicant's CV	Two pages	Mandatory	
Project Partner Letters of Support	No page limits	As required by EPSRC	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.
Equipment Quotes	No page limits	As required by EPSRC	
Equipment Business Case	Two pages each	Not required	Required for any items or combined assets with a value above the OJEU limit.
Technical assessment	No page limit	As required by EPSRC	If you plan to use a major facility in your research, such as those funded centrally by EPSRC 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 Je-S marks it as required.

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.