Hidden Histories of Environmental Science: Acknowledging legacies of race, social injustice and exclusion to inform the future

Guidance for applicants

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1. Introduction

The Arts and Humanities Research Council (AHRC) and Natural Environment Research Council (NERC), part of UK Research and Innovation (UKRI), are pleased to announce a call for applications to the main research opportunity for the programme 'Hidden histories of environmental science: Acknowledging legacies of race, social injustice and exclusion to inform the future'.

The opportunity will take an interdisciplinary approach bringing together teams including environmental scientists, arts, humanities, economic and social science researchers, practitioners and community groups to form substantial research collaborations.

These collaborations will seek to understand and acknowledge how the future of modern UK environmental science can be informed by the past, in particular the relationship between the sector and its underpinning colonial history, and how different cultural perceptions of environmental science can be incorporated today. Please see the Hidden Histories webpage for further background on the programme.

Funding of up to £125,000 (full economic cost) is available for projects of up to 15 months in duration. Projects must start by 4 January 2022 and completed by 31 March 2023.

This funding opportunity will close at **16:00 hours (UK time) on Tuesday 5 October 2021**.

2. Aims

The aims of this funding opportunity are listed below:

- To **explore** the key issues around colonial and other history, exclusion and social injustice in the context of the environmental science research sector in the UK (with an emphasis on British colonial history from the 18th century onwards); and how this relates to present cultures and issues including around race, racism and representation and intersectionality within the UK.

- To provide **specific, in-depth examples** of key people, places or issues in the colonial past of environmental science research; how key people, places or issues are affected in the present situation; and compare environmental science with other research disciplines. This could include, but is not limited to:

    o cultural perceptions and values associated with environment and environmental science

    o factors affecting contact with and access to natural environment and natural history

    o participation in nature-based activity

    o distribution of ethnic diversity in the environment sector.

- To **partner** with relevant people throughout the research, identifying opportunities to collaborate, actively influence or consult to ensure the widest possible impact. Key communities and stakeholders of this programme include (but are not limited to) environmental science sector, Higher Education Institutions, UKRI (including AHRC and NERC), policy, third sector, NGO, public groups and business.

- To provide practical **recommendations**, as relevant, to UKRI, AHRC, NERC and the UK environmental science sector as these emerge as relevant from the research, considering

how to be responsive to society's evolving moral outlooks and attitudes; providing insight into future plans to explore the culture of environmental science as an environmental challenge; and how UKRI provides leadership in the sector and supports researchers to consider their responsibilities as recipients of public funding.

Applicants should also consider the following attributes and criteria, which will form part of the independent panel assessment discussions when addressing the aims above.

- Proposals **must** involve cross-disciplinary research teams including arts and humanities research expertise and environmental science research expertise. The cross-disciplinary research teams must plan and build a collaborative partnership, ensuring that principles and best practice of interdisciplinary working are adopted from the outset, allowing for the development of truly collaborative partnerships.

- How is the proposed project supporting the development of Early Career Researchers (ECRs)? Proposals led by or including ECRs are **strongly encouraged** and any PIs who are ECRs will be assessed against their relative experience.

- We are **particularly interested** in receiving applications from researchers and practitioners from a diverse range of ethnic backgrounds, including those from Black, Asian and other minority ethnic backgrounds.

- Whilst proposals are welcomed to include voices, histories and experiences from former British colonies and other diverse backgrounds, the proposals **must link** to the present-day UK context and provide practical recommendations, for example best practice guidance, policy recommendations, peer learning which can be taken forward in academic, community and professional contexts, including within UKRI .

- Proposals **are required be** co-created with community groups or non-academic organisations. For example, applicants may engage with museums, galleries[1], local archives, arts and heritage based organisations, community-led or grass root organisations, learned societies, environment and diversity groups, social enterprises or local authorities.

  Partnerships with community groups or non-academic organisations, **must be** equitable, ethical and mutually nurturing and manage risks in-line with best practice, such as that highlighted in the [Creating Living Knowledge report](#), and the structure of the partnership should be governed in an inclusive way.

  It is **expected** that the community groups or non-academic organisations will be remunerated fairly and in a timescale that will not force any undue hardship. Any partnerships should be premised on leaving that organisation in a stronger position than before the collaboration.

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[1] University museums and galleries may participate as project partners provided that they are working with a Research Organisation other than or in addition to the Research Organisation with which they are formally linked. Please see the AHRC Funding Guide for further information.

- As well as the key legal requirements, applicants **must consider** how they will address specific issues related to Equality, Diversity and Inclusion (EDI), in-line with UKRI's EDI approach.

- Proposals **are required** to follow their institution's ethical review process, health and safety, and child protection policies.

- Proposals **should consider** the environmental sustainability of the project and the environmental choices made (e.g taking flights for the project), in line with NERC's current responsibility approach.

3. Eligibility

Unless otherwise stated, the eligibility criteria as published in section 2 of the AHRC Research Funding Guide[2] will apply.

- The proposal **must include** at least one arts and humanities researcher working in AHRC disciplines, **and** at least one environmental science researcher working in NERC's remit, both of whom are eligible for UKRI funding.

- Each application **must engage with at least one** community group or non-academic organisation. For example, applicants may engage with museums, galleries[3], local archives, arts and heritage based organisations, community-led or grass root organisations, learned societies, environment and diversity groups, social enterprises, local authorities or commercial companies providing a public service.

- Eligible applicants may act as principal investigator **on no more than one** proposal, however applicants may be involved as co-investigators or collaborators on any number of other applications as appropriate (provided that the proposed commitments could be delivered if the applications were to be successful).

- Applicants **do not** have to be in receipt of any Hidden Histories Partnership Seed Funding or have attended the consultation event to be eligible for this opportunity.

4. Guidance on Costs and Project Timescales

Funding Available

Research proposals should be submitted up to a maximum value of £125,000 (at 100% fEC (full economic costing)) with UKRI's contribution being £100,000 (at 80% fEC) per project.

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[2] https://ahrc.ukri.org/funding/research/researchfundingguide
[3] University museums and galleries may participate as project partners provided that they are working with a Research Organisation other than or in addition to the Research Organisation with which they are formally linked. Please see the AHRC Funding Guide for further information.

Projects should have a start date of **no later** than 4 January 2022 and be between 12 and 15 months in duration. Projects **must** be completed by 31 March 2023.

Eligible Costs

You should design your proposal in a way that best addresses the aims of the project. Eligible costs for UKRI funding are outlined in the [AHRC Research Funding Guide](#) with additional guidance specific to this opportunity below.

Community Partner Costs

Costs associated with community partners involvement in the project should be included under Other Directly Incurred costs as Exceptions and charged at 100% fEC if they are not eligible to receive UKRI funding as a Research Organisation or Independent Research Organisation. These costs cannot exceed 30% of the total funds requested at 100% fEC.

Funding is available for any activity that is directly related to the research project being proposed. This can include activity undertaken or delivered by community partners, but only where this is clearly related to the delivery of the research project. Funding is not available for community partners to continue to deliver their core business, and funds cannot be used outside the dates of the award itself. Requested costs must be detailed in the Justification of Resources.

To enable UKRI to meet reporting requirements, all community partner costs incurred must be entered into the Other Directly Incurred costs using the following format:

In the description box you should enter - 'Organisation; Cost Category; Cost Description'. Please see a full example under international costs below.

International Costs

Please note. For calls launched after 1 July 2021 UKRI are changing how International Costs should be included in applications.

These costs cannot exceed 30% of the total funds requested at 100% fEC.

To enable UKRI to meet reporting requirements, all overseas costs incurred by non-UK organisations, must be entered into the Other Directly Incurred costs using the following format:

In the description box you should enter - 'Organisation; Country; Cost Category; Cost Description'.

The cost categories for this are as follows:

- Staff
- Other Directly Incurred Costs
- Indirect Costs
- Travel and Subsistence
- Equipment

E.g:

'University of Nairobi; Kenya; Staff; 1 x PDRA'

'University of Nairobi; Kenya; Travel and Subsistence; 4 x flights'

'University of Nairobi; Kenya; Other Directly Incurred Costs; 5 x Workshops including catering and accommodation'

'University of Nairobi; Equipment; Name of equipment

All costs incurred by the international co-investigator, including salary costs will need to be listed as 'Exceptions' under the Other Directly Incurred Costs heading and entered using the naming format detailed above.

E.g. University of Nairobi; Kenya; Staff; 1 x International Co-Investigator

5. Assessment Process and Criteria

Applications submitted under this funding opportunity will be assessed on the basis of their quality and individual merits, according to standard scheme criteria, in addition to the further criteria stated above.

The assessment process for this call will principally follow the AHRC's standard process for assessing research grants as laid out in Section 5 of the AHRC Research Funding Guide (see assessment headings listed below) with specific consideration to the **call specific aims and additional criteria** laid out in this document. All criteria are equally weighted.

- Quality and importance
- People
- Management of the project
- Data management
- Value for money
- Outputs, dissemination and impact

Applications under the funding opportunity will be considered by a specially convened assessment panel, drawing on both the AHRC and NERC Peer Review College strategic reviewers' group along with additional panel members with expertise of relevance to the focus of this opportunity.

Applications will be assessed directly at the panel meeting, there will be no separate peer-review stage. As such there will be no PI response stage for applications under this opportunity and we regret that there will be no reviewers' comments for feedback.

Following recommendations made by the assessment panel final funding decisions will rest with the respective Senior Management Teams of the AHRC and NERC.

6. Research Ethics

Applicants are required to follow their institution's ethical review process, health and safety, and child protection policies.

Where ethical implications are identified, applicants should give details of what they are and how they intend to address them in the ethical Information section of the Je-S proposal. The independent panel assessment will consider the responses provided as part of their overall assessment of the application.

7. Award Practicalities

Funding Allocation

If successful, you will receive a notification email and your institution will receive Offer Documentation that will detail the overall cash limit of the award. This will also include the terms and conditions of the award, a budget summary and the details of the acceptance form process. The AHRC will make payments four times a year to the host organisation. The AHRC, on advice from the assessment, may remove items from the budget if these are not justified or not permitted under the scheme rules. You will be notified of any amendments made for this reason.

Disbursement of funds

Funds will be transferred to the successful PI's research organisation in the first instance. It is then the responsibility of that institution to disburse funds to the costed members of the partnership team.

The UK research organisation awarded the grant is responsible for the conduct and administration of the grant. It is accountable for the effective use of public funds, and must therefore ensure that all grant monies are subject to proper financial management processes.

It is the research organisation's responsibility to ensure that expenditure on collaborations is subject to robust controls to ensure value for money and propriety and that all costs should be fully vouched and maintained for possible inspection and checks by, or on behalf of, UKRI.

Funding Terms and Conditions

All award holders are required to comply with UKRI Grant Terms and Conditions[4]. The AHRC and NERC will also put in place processes for additional, appropriate review and progress monitoring in consultation with the award holder once an award has been made. These will include quarterly spending reports, with a short, high-level narrative commentary on the project's progress to date.

8. Financial Reporting

No later than three months after the end of the funded period, you will be required to submit a final expenditure statement (FES). Final expenditure statements are made available in the Research Organisation's Je-S account as soon as the end date of the grant has been reached. The Research Organisation will need to complete and submit the statement using Je-S. Please note that it is the responsibility of the Research Organisation to monitor when the FES is due and to submit on time accordingly. Further information can be found on page 84 of the current AHRC Research Funding Guide.

The Principal Investigator/Research Organisation will also be required to complete the additional reporting detailed above under award practicalities.

9. Research outputs, outcomes and impact

If successful, you will be required to submit outputs, outcomes and impacts linked to your award through the Researchfish system as well as completing the additional reporting detailed above under

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[4] https://www.ukri.org/funding/information-for-award-holders/grant-terms-and-conditions/

award practicalities. Information can be added to Researchfish at any point once the grant has been made and beyond its conclusion. Although you can add information to Researchfish at any time you will be required to submit this information to AHRC and NERC at a point during the year which will be communicated in advance to all Research Organisations. This allows for a deeper and longer-term record of the results of AHRC and NERC funding. More details on Researchfish are available on the UKRI website.

We encourage applicants to be imaginative with their planned outputs, which can include performances, films, exhibitions, compositions, artefacts, walks as well as more traditional published materials.

We will also require applicants to provide an evaluation of their project and to share their learnings.

10. Timetable

Activity	Date
Application form available in Je-S	27 July 2021
Deadline for submissions	16:00 on Tuesday 5 October 2021 (UK time)
Panel Meeting	Mid-November 2021
Funding decisions to be issued	Late November 2021
Start date of awards	4 January 2022
End date of awards	On or before 31 March 2023

11. How to apply

A full application should be submitted through the Je-S system by **16:00** at the latest on **Tuesday 5 October 2021 (UK time)** and will need to go through the appropriate host HEI or IRO submission process. You should submit your proposal using the Research Councils' Joint electronic Submission (Je-S) System (https://je-s.rcuk.ac.uk/). To prepare a proposal form in Je-S:

- log-in to your account and choose 'Documents' from the menu;

- then select 'New Document';

- 'AHRC' as the Council,

- 'Standard Proposal' as the Document Type;

- 'Development Grants' as the Scheme;

- 'AHRC NERC Hidden Histories Call 5 October 2021' as the Call/Type/Mode and 'Create Document'.

- Je-S will then create a proposal form for you to fill in.

Please remember to allow sufficient time for your host HEI's or IRO's submission process between submitting your proposal to them and the call closing date.

Projects should have a start date of **no later** than 4 January 2022 and **must** be completed by 31 March 2023.

Please also note that your application must have an AHRC Primary Classification as part of the JeS application form. A list of eligible Primary Classifications can be found on page 89 of the current Research Funding Guide.

12. Proposal Attachments

Applications should address the aims of the call as listed in this funding opportunity.

The following are a list of attachments that are permitted for this call. Please see Section 4 of the [AHRC Research Funding Guide](#) for further information about these attachments **and** the supplementary guidance regarding the Case for Support and Project Partner Letter of Supports which is given below. The supplementary guidance below supersedes the guidance provided in Section 4 of the [AHRC Research Funding Guide](#) for this specific opportunity.

Attachment	Requirement and page limits (sides of A4)
Case for Support	Compulsory. 7 sides A4 **See additional guidance below**
Curriculum Vitae	Compulsory for the PI, Co-Is and any named researchers (no more than 2 sides A4 each). These are not required for community partners.
Publication Lists	Compulsory. 1 side of A4
Justification of Resources	Compulsory. 2 sides of A4
Data Management Plan	Compulsory. 2 sides of A4
Project Partner Letter of Support (Also use this attachment for Community Partner Letters of Support)	Compulsory. 2 sides of A4 **See additional guidance below**
Work plan	Optional. 1 side of A4
Visual Evidence	Optional. 2 sides of A4

Case for Support

Applicants should structure the case for support using the following headings:

Research questions or problems

You should describe clearly the research questions, issues or problems that you intend to address. What are the issues that you will be exploring in the course of your research?

Research context

You should describe the research context for your project/programme of work. Why is it important that these questions or issues are explored? How does your proposal address the aims of the call?

What other research is being or has been conducted in this area? What contribution will your project make to improving, enhancing, or developing creativity, insights, knowledge or understanding in your chosen area of study? To whom will the outcomes of your research be of particular interest?

Research methods

What research methods will you be using to address the questions or issues that you have set yourself, or solve the problems you have identified, or to explore the matters you intend to investigate? Why have you chosen these methods? Why are they the best way to answer the research questions or problems you have identified? What will be your role? If there are other people involved, what will their roles be and why are they the appropriate people to be involved?

In describing your research methods it is not sufficient to state, for example, that you intend to visit a particular archive, or an exhibition. You must provide adequate details of sources to be consulted, and you should state briefly what kinds of material you will be consulting, why they are relevant to your programme of research, and how you will interrogate them. Depending on the approach you are using throughout your research, you may also need to explain clearly the creative and/or performative aspects of the work, explain how you will develop a new process, product or tool, or provide details of who you have consulted or will be involved in the process of research.

Under the Research Methods heading you should also outline how any copyright or intellectual property issues relating to the project and the production of any outputs will be addressed.

Project management and partnership development

How will the project be managed? What will be the roles of the members of staff involved (including you and, if applicable, any Co-Investigator(s), any research assistants)? How will you ensure that cross-disciplinary perspectives are incorporated into the project, allowing for the development of truly collaborative partnerships? How has the community group or non-academic organisation partnership been co-developed and what role will they play in the project?

What is the timetable for the project? Does it include appropriate milestones and is it realistic? When will the outputs of the project be completed? How will you ensure that they meet the needs of your audience? Can the costs be justified? How will you ensure good value for money?

The project management section should also include the management of the digital and data management aspects of the projects, if applicable, and should be coordinated with the information in the Data Management Plan. It should be clear what the milestones for the completion of this element and the work should be incorporated into the timetable for the whole project. The project management of the data management aspects of the project should include an assessment of risk in relation to the complexity and delivery of the project.

If a postdoctoral researcher is to be employed, you should state clearly the nature of the work they will be undertaking and describe clearly the working relationships that are envisaged between all the members of the research team. You should describe fully the arrangements for supervising and managing the research assistant. If the researcher is as yet known, you should state the skills and qualifications sought. Similarly, if the project involves a visit to or a secondment from a member of staff from another organisation, you must state clearly what work they will pursue and describe the working relationships envisaged with other members of the team.

In terms of supporting the research staff funded on the project, you should clearly outline the development opportunities which the project will make available. These should include opportunities both in relation to research expertise, and wider opportunities, for example, in connection with proposed impact activities.

Please note UKRI policies and guidance with regards to supporting and developing the diversity of people who work, or aspire to work, in research and innovation. Further details can be found here: https://www.ukri.org/about-us/policies-standards-and-data/good-research-resource-hub/supporting-skills-and-talent/

Outputs, Dissemination and Impact

The Outputs, Dissemination and Impact section is your opportunity to describe in more detail how the potential impacts of the research will be realised. Information under this heading should build on

details given in the Summary and Academic Beneficiaries sections of the Je-S form whilst also elaborating further on other areas of the Case for Support. You should address two main questions: who might benefit from the research and how might they benefit?

Taking into account what is reasonable and appropriate given the nature of the research you propose to conduct, please provide examples of how the proposed research will be managed to engage any users and beneficiaries that have been identified, or to identify potential users and beneficiaries as the research progresses, and to increase the likelihood of achieving impacts. In presenting your plans, you should tailor and target your dissemination activities to ensure that they are relevant to the specific user and beneficiary groups likely to be interested in your research and appropriate for supporting the potential research impacts outlined.

You should consider (and address if appropriate) methods for communications and engagement, collaboration and development. You should also detail who will be undertaking any dissemination activities and include any resource implications in the financial summary and in the separate Justification of Resources attachment. Please also explain further how the research will benefit other researchers in the field and – where relevant – academic beneficiaries in other disciplines.

Project Partner Letter of Support (Also use this attachment for Community Partner Letters of Support)

You must ensure that a Project Partner Letter of Support is included for each Community Partner explaining their role and contribution to the project. The letter should be written when the proposal is being prepared and should be targeted specifically to the project, it must therefore be dated within six months before submission (or resubmission) of the proposal.

Any additional Project Partners, separate to the Community Partners (as defined by the AHRC Research Funding Guide, page 42) are also eligible to be included, but an organisation should only be named as a Project Partner if a significant and specific contribution is being made (either in cash or in kind) to the project.

Please include details about Community Partners under the Project Partner section of the Je-S form including any in-kind support they may be offering. Please see Eligible Costs section for costs being charged to the grant.

13. Contact Information

For queries about this call such as eligible activities and costs or remit of the call please contact AHRC at enquiries@ahrc.ukri.org (Monday to Friday 08:30–16:30).

For queries on using Je-S, such as creating and submitting the application form or Je-S account creation, please contact the Je-S Helpdesk on 01793 444164 or JeSHelp@je-s.ukri.org (Monday to Friday 08:30–17:00).

14. Complaints and appeals procedures

For details on the complaints procedure or appeal process, please refer to the document Complaints and Appeals Procedure[5] for applications and awards.

15. Equal Opportunities Statement

UKRI are committed to embedding equality, diversity and inclusion at all levels, both as an organisation and as a funder. The Equality, Diversity and Inclusion statement for UKRI can be found here[6].

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[5] https://ahrc.ukri.org/about/policies/complaints-procedure/
[6] https://www.ukri.org/about-us/policies-and-standards/equality-diversity-and-inclusion