

## Equality Impact Assessment (EIA)

Question	Response
<b>1. Name of policy/funding activity/event being assessed</b>	<p>Engaging with Government Call (EwG) and Engaging with Government Course, 2023 – Arts and Humanities Research Council (AHRC) in partnership with Institute for Government (IfG) –</p> <p><a href="https://www.ukri.org/events/engaging-with-government-2023/">https://www.ukri.org/events/engaging-with-government-2023/</a></p>
<b>2. Summary of aims and objectives of the policy/funding activity/event</b>	<p><b>Overall purpose –</b></p> <p>The Engaging with Government (EwG) call is being launched in collaboration with the Institute for Government as part of a four-year contract to supply policy engagement training for researchers in the Arts and Humanities.</p> <p>The Institute for Government (IfG) is an independent think tank working to increase government effectiveness. They aim to promote and support good government in the UK by providing programmes of research, education, training, and study for the public benefit and on a non-party political basis. This includes the offer of seminars, workshops and bespoke programmes including the Engaging with Government scheme which draws on IfG expertise.</p> <p>The Engaging with Government scheme delivered by the IfG supports academics in exploring the wider impact of their research by facilitating the creation of partnerships between policy makers and researchers in the arts and humanities.</p> <p><b>Objectives of the course:</b></p> <ul style="list-style-type: none"> <li>• Provide a thorough introduction to policymaking processes and highlight how research contributes to them</li> <li>• Encourage participants to think about ways in which their own research could make a valuable contribution to public policy</li> <li>• Challenge participants to think in more depth about the policy process, and the role of research within it</li> <li>• Enhance the influencing and communication skills that participants need to achieve this.</li> </ul> <p>There is an application process to select participants. Successful applicants will attend a three-day, face-to-face course at the Institute for Government premises in London from 21<sup>st</sup> – 23<sup>rd</sup> February 2023. In addition to the main training event, participants can attend a networking event which will be held on the evening of the 22<sup>nd</sup> February 2023.</p>
<b>3. What involvement and consultation</b>	<ul style="list-style-type: none"> <li>• Extensive consultation between the IfG and the AHRC, drawing on IfG’s expertise on how to engage with policy makers</li> </ul>

<p><b>has been done in relation to this policy?</b> (e.g., with relevant groups and stakeholders)</p>	<ul style="list-style-type: none"> <li>• IfG and AHRC have collaborated on critical concepts that inform the design and delivery of the EwG course</li> <li>• Consultation between AHRC colleagues including AHRC Associate Director of Programmes for Public Policy, and IfG Head of Learning and Development, to address any barriers to inclusion which might prevent researchers applying and to ensure call documentation encouraged all researchers who meet the eligibility criteria to apply ensuring the course is accessible to as diverse a range of eligible candidates as possible</li> <li>• Call documentation including course specification and survey questions were approved by AHRC Associate Director of Programmes for Public Policy and IfG Head of Learning and Development.</li> </ul>
<p><b>4. Who is affected by the policy/funding activity/event?</b></p>	<p><b>Internal:</b></p> <ul style="list-style-type: none"> <li>• AHRC’s Skills team and Operations team – staff supporting the development and delivery of the 2023 call</li> <li>• UKRI Web team – staff supporting the development and updating of AHRC webpages to publish and promote the call</li> </ul> <p><b>External:</b></p> <ul style="list-style-type: none"> <li>• IfG staff supporting the development and delivery of the call and the delivery of the course including the networking event</li> <li>• Arts and humanities academics looking to apply for a place on the course and successful applicants</li> <li>• Those running the course and those attending (all or part) of the course as either participants or presenters</li> </ul> <p>Applications are welcome from researchers, at any post-doctoral career stage, based at a UK Higher Education Institution (HEI) or recognised Independent Research Organisation (IRO), and working in any area of the <a href="#">AHRC’s subject domain</a>. Applicants must be employed in a full- or part-time postdoctoral or equivalent position, which may be either fixed term or permanent, and which lists academic research as one of its main responsibilities. Applicants must be in post at the time of application, and the position must extend beyond the delivery of the ‘Engaging with Government’ course in February 2023. Further, the position must be held at a research organisation which is eligible to apply to the AHRC. These organisations are:</p> <ul style="list-style-type: none"> <li>▪ All UK HEIs that receive grant funding from one of the UK higher education funding bodies:</li> <li>▪ Research institutes for which the Research Councils have established a long-term involvement, a list of these institutions can be found at: <a href="https://www.ukri.org/files/funding/tcs/eligible-research-councils-institutes-pdf">https://www.ukri.org/files/funding/tcs/eligible-research-councils-institutes-pdf</a></li> </ul>

	<ul style="list-style-type: none"> <li>▪ IROs that have received Research Council recognition to apply to the AHRC in responsive mode. The current list of eligible IROs can be found at: <a href="#">Eligible independent research organisations – UKRI</a></li> </ul>
<p><b>5. What are the arrangements for monitoring and reviewing the actual impact of the policy/funding activity/event?</b></p>	<ul style="list-style-type: none"> <li>• In collaboration with the IfG, AHRC will ensure that assessment of, and associated decision making in relation to, all Engaging with Government applications are fair, open, and transparent. The scoring criteria and system is available to applicants as part of the call documentation to assist with the transparency of decision-making.</li> <li>• The IfG will use benchmarking questions to compare confidence in knowledge and skills before and after the programme, this will include: <ul style="list-style-type: none"> <li>○ Asking participants to complete daily evaluations which will be collated and immediately feedback to facilitators and events staff to ensure the programme is meeting the needs of the cohort and allows IfG to respond to feedback in real-time</li> <li>○ At the end of the course participants will be asked to complete and end of course evaluation to reflect on the value of the experience. AHRC will be provided with details of the results within two weeks of the programme finishing</li> <li>○ After six months IfG will issue a survey via survey monkey to find out how the learning has been applied in practice. This is also an opportunity to find suitable case studies that could be used in future programmes and to share with ARHC’s community</li> </ul> </li> <li>• Presentation of impact to AHRC SMT/ECDG</li> </ul>

Protected Characteristic Group	Is there a potential for positive or negative impact?	Please explain and give examples of any evidence/data used	Action to address negative impact (e.g., adjustment to the policy)
Age	None identified	Age does not form part of the selection criteria and has no bearing on the assessment process.	The call is open to all eligible applicants and we do not anticipate that the age of a candidate would impact their application. The call is also open for two months to ensure applicants have enough time to consider and complete their applications. AHRC will ensure we encourage and engage in dialogue with any interested applicants.

			<p>AHRC will remove all details relating to protected Characteristics from all applications prior to the assessment process. This information will not be shared with the assessment panel.</p> <p>AHRC is committed to delivering all UKRI EDI principles and <i>'Everything we fund must embrace a diversity of thought, people and ideas'</i>. <a href="#">Our work in equality, diversity and inclusion – UKRI.</a></p>
<p><b>Disability</b></p>	<p>Possible negative impact</p>	<p>Low rates of applications from those with specific disabilities or impairments may limit the diversity of voices represented in the EwG course.</p>	<p>The call is open to all eligible applicants. To encourage a diverse range of researchers to apply, we have updated the call specification and guidance to emphasise that applications are particularly welcome from groups who have been previously underrepresented on the course, such as ethnic minority and/or disabled candidates. The call is also open for two months to ensure applicants have enough time to consider and complete their applications. AHRC will ensure we encourage and engage in dialogue with any interested applicants.</p> <p>Data on an applicant's disability will be removed from the application once submitted. Data on an applicant's disability will not be shared with the</p>

		<p>Applicants with specific disabilities may encounter problems with the application forms.</p> <p>Panel members with hearing disabilities or impairments may face difficulties in engaging in discussions, particularly in virtual meetings.</p> <p>The EWG course will take place as a face-to-face event (including the networking event) at the IfG premises based in London and is scheduled to take place over three days. Access requirements are, therefore, important for participants with physical</p>	<p>assessment panel or external stakeholders.</p> <p>AHRC and the IfG will take all necessary steps to ensure that electronic information is accessible and AHRC and the IfG will respond to individual support needs on a case-by-case basis.</p> <p>AHRC and the IfG will take all reasonable steps to make adjustments to ensure panel members can participate within relevant meetings virtual or in person. Online platforms of engagement and participation (e.g., Zoom) can remove physical constraints and enable greater accessibility for people with mobility issues. The use of these platforms will be encouraged, but with due consideration to the needs of people who find videoconferencing challenging (e.g., due to being neurodivergent or other reasons). This can include, for example, transcriptions of dialogue on Zoom.</p> <p>The IfG building is located in Carlton Gardens, London, which is committed to making the building accessible for everyone. The IfG building is wheelchair accessible. If notified in advance, other adjustments can be made to assist with physical disability. The</p>
--	--	---	--

		<p>and/or learning disabilities. Travelling to and moving around the IfG premises may present challenges for disabled participants.</p> <p>Participants with visual impairments could have difficulty reading slides or other written materials.</p> <p>Participants with hearing impairments could have difficulty following course materials and discussions as part of the course.</p>	<p>networking event is also planned to take place on site, but the IfG will ensure all participants are able to participate if this aspect of the course is delivered off site.</p> <p>IfG believe that bringing people together for a live workshop maximises learning and it enables them to host a networking dinner during the program which will include EWG Alumni and others from the worlds of policy making and academia which couldn't take place during 2020 and 2021 due to the impact of COVID-19. The programme will be highly interactive throughout, with an emphasis on lively, participative delivery, discussion, and activities, rather than lectures.</p> <p>The IfG will ensure learning materials such as slides use large fonts and are described as they are shown. Written materials are also intended and limited to group work, so other team members can read them out. Material will be provided in advance so people can view them on their own screens.</p> <p>If required, the IfG can provide automatic close captioning for participants by having speakers logged into Teams or Zoom at the same time as a participant.</p>
--	--	---	---

<b>Gender reassignment</b>	Possible negative impact	<p>Ensure all call communication with applicants and panel members are gender neutral.</p> <p>Applicants or panel members who have had/are in the process of gender reassignment may feel disinclined to participate if language isn't sensitive.</p>	<p>Care has been taken to ensure that the language used within the call is inclusive. AHRC will ensure we encourage and engage in dialogue with any interested applicants.</p> <p>AHRC and the IfG will use gender-neutral language, e.g., pronouns such as 'they' or 'you' instead of 'he/she', in correspondence and guidance to participants and panel members throughout the application process, during the in-person course and evening networking event.</p>
<b>Marriage or civil partnership</b>	None identified	<p>The call is open to all eligible applicants and there are no known barriers to those who are married or in a civil partnership. The call is also open for two months to ensure applicants have enough time to consider and complete their applications. AHRC will ensure we encourage and engage in dialogue with any interested applicants.</p>	<p>Data on applicant's marital or partnership status will not be sourced.</p> <p>AHRC will remove all details relating to protected characteristics from all applications prior to the assessment process. This information will not be shared with the assessment panel.</p>
<b>Pregnancy and maternity</b>	Possible negative impact	<p>Pregnancy/maternity could make it difficult to travel to the IfG premises and stay overnight for the full course. This may disincentivise applicants who are pregnant or on maternity leave to apply for the course. There may not be suitable facilities or opportunities for breastfeeding.</p>	<p>If participants are unable to attend the course in person, AHRC have previously offered the option to defer their place for a year. However, as this is the last year of the current contract between AHRC and IfG, we cannot guarantee that deferment will be available for the 2023 course. The IfG has ensured provision in the past for people to</p>

		<p>Panel members who are pregnant or on maternity leave may require changes to be made to enable them to attend the virtual internal panel meeting held over zoom.</p>	<p>bring infants and breastfeed during the programme. IfG has also ensured that the course avoids half-term week for any participants who may have parental responsibilities.</p> <p>AHRC and the IfG will take all reasonable steps to make adjustments to enable panel members to participate fully.</p>
<p><b>Race</b></p>	<p>Possible negative impact</p>	<p>Low rates of applications by Black, Asian and Minority Ethnic people may limit the diversity of voices represented in the EwG course.</p>	<p>The call is open to all eligible applicants. To encourage a diverse range of researchers to apply, we have updated the call specification and guidance to emphasise that applications are particularly welcome from groups who have been previously underrepresented on the course, such as ethnic minority and/or disabled candidates. AHRC will ensure we encourage and engage in dialogue with any interested applicants.</p> <p>AHRC will remove all details relating to protected characteristics from all applications prior to the assessment process. This information will not be shared with the assessment panel.</p> <p>Trained facilitators create an inclusive environment and will discuss issues related to</p>

			EDI as part of the EwG programme.
<b>Religion or belief</b>	None identified	The call is open to all eligible applicants and we do not anticipate that the religion or belief of a candidate would impact their application.	<p>Data on an applicant's religion or belief will not be sourced.</p> <p>AHRC will remove all details relating to protected characteristics from all applications prior to the assessment process. This information will not be shared with the assessment panel.</p> <p>AHRC have ensured that the EwG call does not clash any major religious holidays or festivals.</p> <p>IfG understand that the 2023 EwG course does not clash with any major religious holidays or festivals.</p> <p>As part of the course, trained facilitators create an inclusive environment and will discuss issues related to EDI as part of the EwG programme.</p>
<b>Sexual orientation</b>	None identified	The call is open to all eligible applicants and we do not anticipate that the sexual orientation of a candidate would impact their application.	<p>Data on an applicant's sexual orientation will not be sourced.</p> <p>AHRC will remove all details relating to protected characteristics from all applications prior to the assessment process. This information will not be shared with the assessment panel.</p> <p>Trained facilitators create an inclusive environment and</p>

			will discuss issues related to EDI as part of the EwG programme.
<b>Sex (gender)</b>	Potential negative impact	<p>Lack of gender representation, and those identifying with no gender, may limit the diversity of voices represented in the EwG course. Another gender-specific barrier might occur if a candidate is going through the menopause at the point of applying.</p> <p>The point about inclusive language made under 'Gender reassignment' is also important here due to persons who identify as non-binary/ genderqueer or transgender (irrespective of whether they had gender reassignment).</p>	<p>The call is open to all eligible applicants. Care has been taken to ensure that the language used within the call is inclusive. AHRC will ensure we encourage and engage in dialogue with any interested applicants.</p> <p>AHRC will remove all details relating to protected characteristics from all applications prior to the assessment process. This information will not be shared with the assessment panel.</p> <p>AHRC and the IfG will use gender-neutral language, e.g., pronouns such as 'they' or 'you' instead of 'he/she', in correspondence and guidance to participants and panel members.</p> <p>Trained facilitators create an inclusive environment and will discuss issues related to EDI as part of the EwG programme.</p>

**Evaluation:**

<b>Question</b>	<b>Explanation / justification</b>
Is it possible the proposed policy or activity or change in policy or activity could discriminate or unfairly disadvantage people?	<p>The Engaging with Government call is open to all eligible candidates. As a result, risk still exists that a lack of representation and inclusivity could occur. The risk is mitigated as follows:</p> <ul style="list-style-type: none"> <li>• Keeping the call open for two months and ensuring we encourage and engage in dialogue with any interested applicants.</li> </ul>

		<ul style="list-style-type: none"> <li>• Offering clear course and application guidelines so applicants have a good understanding of what is expected of them in their application.</li> <li>• Signposting interested applicants to distinct UKRI policies and principles, i.e., EDI vision.</li> <li>• AHRC is committed to delivering all UKRI EDI principles and <i>'Everything we fund must embrace a diversity of thought, people and ideas'</i>. <a href="#">Our work in equality, diversity and inclusion – UKRI</a>.</li> <li>• Not sharing details regarding protected characters with assessors that are part of the internal assessment panel.</li> <li>• When the internal assessment panel meeting is organised, AHRC will make the panellists aware of unconscious bias and empower everyone in attendance to challenge cases of bias.</li> <li>• Collaborating with IfG to ensure the course remains accessible to all, that course activities are engaging and adaptable to individual needs, and that EDI issues remain an intrinsic part of discussions during the course itself.</li> </ul>
Final Decision:	Tick the relevant box	Include any explanation / justification required
1. No barriers identified; therefore, activity will <b>proceed</b> .		
2. You can decide to <b>stop</b> the policy or practice at some point because the data shows bias towards one or more groups		
3. You can <b>adapt or change</b> the policy in a way which you think will eliminate the bias	<input checked="" type="checkbox"/>	<p>The call will continue to adhere to current UKRI EDI policies and guidelines and will implement any future directives as they are issued.</p> <p>The call has also been designed to be flexible to accommodate diverse needs and encourage engagement from groups previously underrepresented. Lessons learned from previous EwG courses will therefore help us to make the 2022-23 call and future calls more inclusive.</p> <p>IfG also ensure that the course is accessible and that an inclusive environment is created where issues related to EDI are discussed openly and transparently as part of the EwG programme.</p>
4. Barriers and impact identified, however having considered all		

<p>available options carefully, there appear to be no other proportionate ways to achieve the aim of the policy or practice (e.g., in extreme cases or where positive action is taken). Therefore, you are going to <b>proceed with caution</b> with this policy or practice knowing that it may favour some people less than others, providing justification for this decision.</p>		
--	--	--

<p><b>Will this EIA be published* Yes/Not required</b> (*EIA's should be published alongside relevant funding activities e.g., calls and events:</p>	<b>Yes</b>
<p><b>Date completed:</b></p>	<b>30 September 2022</b>
<p><b>Review date</b> (if applicable):</p>	<b>NA</b>

#### Change log

<b>Name</b>	<b>Date</b>	<b>Version</b>	<b>Change</b>
Andrea Bond and James Phillips on behalf of AHRC Skills Team	When published	1	First publication