Equality Impact Assessment Checklist

To be used in conjunction with the STFC EIA for funding opportunities

[STFC funding opportunities equality impact assessment – UKRI](https://www.ukri.org/publications/stfc-funding-opportunities-equality-impact-assessment/)

**Name of opportunity: Ernest Rutherford Fellowship 2025**

**Aim and Objectives of Activity:**

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| STFC is offering up to 10 Ernest Rutherford Fellowships to outstanding researchers at an early stage of their career. The aim is to support future scientific leaders to establish a strong, independent research programme.  The project must afford scope for original work and align to STFC strategic objectives and core business activities. |

Please make sure that you have/will be addressing the following. Where you are unable to, this will need to be made clear in the comments:

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| **Action** | **Checked/comments** |
| **Planning and Advertising** | |
| Opp has been advertised appropriately including funding finder and other relevant routes | Yes. The opportunity has been published on the UKRI funding finder and we link from our ERF webpage. We use demand management to ensure we don’t receive more than 200 applications. Heads of Departments have been informed of their quotas and they will advertise and select eligible candidates to put forward applications to the scheme. |
| Opp has been advertised at least 8 weeks before the closing date | Yes. The opportunity is open for 17 weeks as it spans the summer holidays. |
| Does the opportunity allow applications from researchers at different stages in their career? | No. This is a scheme for early career researchers. Those already in lecturer positions are not eligible for the scheme. |
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| **Application** | |
| Consideration of school holidays and bank hol etc has been taken and avoided wherever possible. | Yes. The call is open over the summer holidays and the 17 weeks the opportunity is open gives plenty of time for applicants and departments to prepare submissions. |
| Opp will be open for a minimum of 8 weeks | Yes. 17 weeks (including summer holiday) |
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| **External Review** | |
| A diverse range of reviewers will be approached | Yes. The ERF panel are asked to review the previous year reviewer pool and to suggest new reviewers to add. Reviewers are approached (up to 1000) to support peer review. |
| Time has been built into the process to allow extensions to reviews for those that can’t meet the initial deadline | Yes. We have allowed 8 weeks for peer review. This allows time for extensions and to reach out to new reviewers as required. After the 8 weeks we have a further 4 weeks for applicant response where we can also use additional time to get late reviews prior to panel assessment. |
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| **Building a panel** | |
| Were changes to membership made through the nominations process (covered by its own EIA)? | Yes. Each year the ERF panel membership changes. Members are invited to serve for 3 years and as those end their term we invite new panel members. |
| If you recruited outside of the nominations process, did you follow the best practice required from the EIA? | Yes. |
| Have you achieved 30% of underrepresented gender? If not, what steps did you take to try to do so? | Yes. We usually meet the 30% underrepresented gender target across the panel. However, this can be at risk with late withdrawls from panel work due to sickness. |
| Have you allowed representation from those who self-identify as ECRs? | Yes. |
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| **Hosting panel meetings/interviews:** | |
| Have you included the safeguarding slides in panel presentation? | Yes. Safeguarding is covered in initial briefing, sift and interview panel briefing sessions. |
| Have you checked on attendee requirements and ensured that these are met my any venue being used? Eg  Is the location easily accessible?  Is the building itself accessible?  Are there hearing loops available if needed?  Are there gender inclusive toilets available  Will there be a range of foods available to meet all dietary needs?  Does anyone need screen-reader technology?  Have you used colours in documentation and presentations which will not trigger migraines and that are not barriers for participants who are colourblind? | We meet via Zoom. The only presentations the applicants will see are those they have prepared. Applicants are asked if they require any reasonable adjustments for their interview. This information is shared with the panel and appropriate assistance/consideration is given. |
| Have you considered the timing of the meeting to avoid school holidays, religious festivals etc which might impact an individual’s ability to join? If you are unable to avoid these times, please provide an explanation. | Where the process covers school holidays we have including additional time and avoided setting meetings and briefings during these times. |
| Will you be enabling remote attendance to support individuals who may struggle to make the physical location? | Yes. We conduct all meetings via Zoom. |
| Have you built in regular breaks to the agenda? | Yes. |
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| **Specific considerations for your Opportunity –** please detail below anything else that you think is relevant to your opportunity – this could be an additional stage in the process, issues that might be more specific to your Opp (being shut out from application for 3 years due to being on leave etc) or any other steps you have chosen to take to improve EDI. Also include any specific consultation or data used to address EDI issues in the opportunity. | |
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