

## Quick Reference

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

### **Cross-Disciplinarity and Co-Creation in ICT Research**

**Call type: Invitation for outlines**

**Closing date: 16:00, 14 June 2017**

**Funding Available:** There is up to £5M available for this call and we expect to fund around 6-10 programmes of research.

**How to apply:** Outlines followed by invited Full proposals.

**Assessment Process:** Outlines will be considered by an external panel, invited full proposals will undergo postal peer review, followed by a prioritisation panel, resulting in a rank ordered list.

#### **Key Dates:**

<b>Activity</b>	<b>Date</b>
<b>Outline call opens</b>	<b>3 May 2017</b>
<b>Information day</b>	<b>4 May 2017</b>
<b>Outline call closes</b>	<b>14 June 2017</b>
<b>Outline Panel</b>	<b>31 July and 1 August 2017</b>
<b>Full Call closes</b>	<b>16:00, 11 October 2017*</b>
<b>Panel</b>	<b>6 February 2018</b>

\*not 27 September 2017 as originally advertised

#### **Organisational requirements:**

A Host Organisation Statement should be included with the outline application setting out how the host institution aims to support the applicants in creating and sustaining a culture of co-creation beyond the end of the project.

**Contacts:**

Sarah Newman	ICT Theme	sarah.newman@epsrc.ac.uk	01793 444581
Laura Cadman	ICT Theme	laura.cadman@epsrc.ac.uk	01793 444302

Your research administration should be able to offer advice about costing your proposal and the Je-S system. If there are any queries related to Je-S, please contact the Je-S helpdesk: JeSHelp@rcuk.ac.uk or 01793 444164. Please allow enough time before the closing date for your organisation's submission process.

## **Cross-Disciplinarity and Co-Creation in ICT Research**

**Call type: Invitation for outlines**

**Closing date: 16:00, 14 June 2017**

**Related themes: ICT**

### **Summary**

This call seeks to encourage active collaboration between researchers working in different disciplines and/or with users of research. The ICT landscape has rich opportunities for closer working between disciplines and many of the most exciting opportunities emerge at the interface between established areas.

Cross-disciplinary research includes novel collaboration within the ICT community, with researchers across the EPSRC portfolio and with researchers funded by other research councils. It also includes collaboration with users of research. Co-creation is the joint creation of a research project by collaborators.

Research proposed in this call, should have the potential to encourage significant Cross-Disciplinarity and Co-Creation research amongst members of the ICT research communities.

As part of this award, successful applicants should play a role in championing cross-disciplinarity and co-creation in ICT research.

There is up to £5M available for this call and we expect to fund 6-10 programmes of research.

There will be an information day in London on 4 May 2017 for applicants to ask questions about the call and network with potential collaborators. Those interested in attending should email [Events@epsrc.ac.uk](mailto:Events@epsrc.ac.uk) by 28 April 2017 to register their interest. Please note that, in the event of high demand for places, EPSRC will limit the number of attendees per institution. Attendance at this information day is not a pre-requisite to applying to the call and a report from the day (including frequently asked questions) will be published on the EPSRC website as soon as possible following the event.

Outline proposals are invited from 3 May to 14 June 2017. Following an outline panel on 31 July and 1 August 2017, successful applications will be invited to submit full proposals by 27 September 2017. Full proposals will be assessed at a panel following postal peer review on 6 February 2018.

### **Background**

This call builds on the experience of a previous EPSRC cross-ICT priority, Working Together  
<https://www.epsrc.ac.uk/research/ourportfolio/themes/ict/introduction/priorities>

[20122016/workingtogether/](https://www.epsrc.ac.uk/research/ourportfolio/themes/ict/introduction/crossictpriorities/crossdisciplinarity/). This experience highlighted that 'co-creation', the joint creation of a research project by collaborators, can be a productive approach to defining and realising innovative cross-disciplinary research.

A new cross-ICT priority, Cross-Disciplinarity and Co-Creation, has been developed to encourage this way of working and is described at <https://www.epsrc.ac.uk/research/ourportfolio/themes/ict/introduction/crossictpriorities/crossdisciplinarity/>.

This call is also intended to encourage co-creation in cross-disciplinary ICT research.

## **Aim and Scope of the Call**

This call aims to encourage and support co-creation in cross-disciplinary research amongst ICT researchers.

It seeks to encourage investigators to explore opportunities at the interfaces between established areas. We are looking for proposals demonstrating the co-creation of research projects by cross-disciplinary collaborators. Using this approach, a consensus should be established at the outset of a project so that problems being tackled are well-framed and clearly understood. Co-creation can lead to innovative ways to approach a research challenge, including some that could not have been devised by researchers working in one discipline alone.

This call aims to

- Fund outstanding, cross-disciplinary ICT research,
- Encourage and enable investigators to work effectively across disciplines,
- Encourage and enable investigators in advocating this style of research and in leading their communities in cross-disciplinary research.

Research proposed in this call, should have the potential to encourage significant Cross-Disciplinarity and Co-Creation research amongst members of the ICT research communities.

As part of this award, successful applicants should play a role in championing cross-disciplinarity and co-creation in ICT research. This will include supporting relevant EPSRC-led workshops and shaping best practice.

There is up to £5M available for this call and we expect to fund 6-10 programmes of research.

Investigators should also consider the other EPSRC Cross-ICT Priorities <https://www.epsrc.ac.uk/research/ourportfolio/themes/ict/introduction/crossictpriorities/>

as well as rationales for research areas where relevant to proposed programmes of research. <https://www.epsrc.ac.uk/research/ourportfolio/researchareas/>

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

## **Funding available**

There is up to £5M available for this call and we expect to fund 6-10 programmes of research.

## **Equipment**

Equipment is not available through this call.

For more information on equipment funding, please see:

<https://www.epsrc.ac.uk/research/facilities/equipment/>

## **Eligibility**

- The Primary Investigator should be a member of the ICT research community and evidence for this should be provided in the outline proposal.
- The proposed research programme must include ICT research.
- The proposed research must demonstrate evidence of cross-disciplinarity and co-creation.
- Any single investigator is only permitted to appear on one proposal, either as investigator or co-investigator.
- Demonstration of institutional support to catalyse the culture change required to deliver the programme of research and build relevant skills capacity. A Host Organisation Statement should be included with the outline application setting out how the host institution aims to support the applicants in creating and sustaining a culture of co-creation beyond the project end.

Outline proposals not meeting the eligibility criteria will be rejected without reference to the outline panel.

For information on the eligibility of organisations and individuals to receive EPSRC funding, see the EPSRC Funding Guide:

<https://www.epsrc.ac.uk/funding/howtoapply/fundingguide/>

As this call is a targeted funding opportunity provided by EPSRC, higher education institutions, and some research council institutes and independent research organisations are eligible to apply. A list of eligible organisations to apply to EPSRC is provided at: <http://www.rcuk.ac.uk/funding/eligibilityforrcs/>

## **How to apply**

### **Submitting an application**

You should prepare and submit your proposal using the Research Councils' Joint electronic Submission (Je-S) System (<https://je-s.rcuk.ac.uk/>).

When adding a new proposal, you should select:

- Council 'EPSRC'
- Document type 'Outline Proposal'

- Scheme 'Outline'
- On the Project Details page you should select the 'Cross-Disciplinarity and Co-Creation in ICT Research' call.

Note that clicking 'submit document' on your proposal form in Je-S initially submits the proposal to your host organisation's administration, not to EPSRC. 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 14 June 2017.

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://www.epsrc.ac.uk/funding/howtoapply/>) which should be consulted when preparing all proposals.

## Guidance on writing an application

At the Outline stage, applicants should submit:

- Two-page outline Case for Support
- Justification of Resources
- Host Organisation Statement

These are the only attachments permitted. Project partners should be identified within the outline Case for Support, but should not provide letters of support at this stage.

Applicants should address the assessment criteria below, giving an indication of the predicted costs.

Applicants should ensure their outline includes statements about the research would not be possible without the proposed collaboration. They should also articulate explicitly where the novelty in their planned research lies and could include statements about any new areas that could arise from the proposed research.

Multi-institutional projects should be submitted as a single proposal submitted by the lead organisation on behalf of all partners. Multi-institutional projects submitted as multiple forms will not be accepted, and will be returned without being peer reviewed. If more than one institution is involved in the proposal and the partner institutions wish to submit institutional statements then these will be accepted, but are not mandatory.

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.ac.uk/about/standards/animalresearchpolicy/>) and the Responsible Innovation Framework (<https://www.epsrc.ac.uk/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.

In addition, where non-standard fonts are present, and even though the converted PDF document may look unaffected in the Je-S System, when it is imported into the Research Councils Grants System some information may be removed. We therefore recommend that where a document contains any non-standard fonts (scientific notation, diagrams etc), the document is converted to PDF prior to attaching it to the proposal.

For advice on writing proposals see:

<https://www.epsrc.ac.uk/funding/howtoapply/preparing/>

## **Assessment**

### **Assessment process**

Eligible outline proposals will be assessed against the assessment criteria, listed in the next section, by an external panel which will produce a rank-ordered list. The highest ranked outlines will be invited to prepare and submit full proposals, which will undergo postal peer review. Proposals with sufficiently supportive reviews will be assessed by a prioritisation panel.

EPSRC reserve the right to apply additional selection criteria in the event of the call being so substantially oversubscribed as to be unmanageable as initially planned.

### **Assessment criteria**

#### **Stage 1: Outline Proposal**

##### **Demonstration of Cross-Disciplinarity and Co-Creation:**

- Outline has been co-created by a novel collaboration of researchers working in different disciplines (either with users of research or within the remit of EPSRC's ICT Theme, the EPSRC or other research councils).

##### **Evidence of Added Value from this Collaboration:**

- Includes statements about what aspects of the research would not be possible without cross-disciplinarity and co-creation. This could also include statements about any new areas that could arise from the proposed research.

##### **Suitability of Applicant Team to Deliver the research**

- Relevant partners have been assembled to achieve the research aims.

##### **Institutional Support**

- Demonstration of institutional support to deliver the programme of research, catalyse long term culture change and build relevant skills capacity. This could include, for example, leveraged postgraduate training, provision of project support or special facilities.

##### **Potential to Influence the ICT Community**

- The proportion of ICT research is open in this call but the research should have the potential to influence the behaviour of other

researchers in the ICT community and inspire more cross-disciplinarity and co-creation in ICT research.

## **Feedback**

Normally we do not provide feedback but on this occasion brief feedback to unsuccessful applicants may be given if the panel recommend it.

Submissions to this outline call will not count towards the Repeatedly Unsuccessful Applicants Policy. Further information about the policy can be found at: <https://www.epsrc.ac.uk/funding/howtoapply/basics/resubpol/rua/>

## **Moving Forward Following the Outline Panel**

Successful applications will be invited to submit a full proposal.

Full proposals should not vary in total cost from the outline by more than 10%.

Full proposals will be sent to independent peer reviewers, where possible including one nominated by the applicant. The peer reviewers' role will be to comment on all the assessment criteria, but primarily on the quality of the research. Applicants will be invited to respond to the reviewers' comments if supportive enough to proceed to the prioritisation panel.

Full proposals that receive sufficiently supportive reviewer comments will be then be rank ordered against each other at a prioritisation panel.

Further information about the review and submission requirements of the Full Proposal stage is included in the Annexe at the end of this document.

## **Assessment criteria**

### **Stage 2: Full Proposal**

The criteria for assessment of full proposals will be:

- Fit to the Scope of the Call, namely
  - Cross-Disciplinarity and Co-Creation involving ICT research– a novel collaboration of researchers working in different disciplines is proposed, with strong evidence of co-creation.
  - Added value from the proposed collaboration – descriptions of what research would not be possible without cross-disciplinarity and co-creation. This could also include statements about any new areas that could arise from the proposed research.
- Quality of the proposed research programme
  - The appropriateness of the proposed methodology
  - Degree of novelty in the research plans and approach
  - The ambition, adventure, and transformative aspects identified
- Importance of the proposed research programme
  - Potential for transformative impact on the UK research community, society and/or the economy including emerging industries
- Pathway to Impact
  - Appropriateness of the resources requested for this purpose



- The relevance and appropriateness of the beneficiaries and collaborators
  - The effectiveness of the activities identified to help realise project aims and to encourage active collaboration with key stakeholders throughout the duration of the project. This could include networking and outreach to other research and user groups, as well as public engagement and
  - Commitment of applicant team to champion cross-disciplinarity and co-creation within their communities, as well as to share and develop good practice.
- Applicant team
    - Leadership qualities of the investigators
    - Appropriateness of the track record of the applicant(s)
    - Balance of skills of the project team to deliver the aims and objectives of the programme of research
    - Appropriate team training and development
  - Resources and Management
    - Appropriate management and governance plans (including structures to encourage active collaboration throughout the programme of research)
    - Appropriate resources requested and justified
    - Demonstration of institutional support to deliver the programme of research, catalyse long term culture change and build relevant skills capacity.

## Guidance

### Guidance for reviewers

Because all proposals will be cross-disciplinary, we anticipate that a range of reviewer expertise will be needed to provide feedback on all research areas covered in a proposal.

Reviewers will be asked to indicate their area of expertise and to comment on any novelty within this area.

Reviewers will also be asked to comment on how well the applicant has addressed the criteria and to state how they feel the proposed research contributes to advancement in a new area of science.

Information about the EPSRC peer review process and guidance for reviewers can be found at: <https://www.epsrc.ac.uk/funding/assessmentprocess/review/>

### Additional grant conditions

There will be a grant condition defining the advocacy role that we would expect successful applicants to play.

### Key dates

Activity	Date
Outline call opens	3 May 2017

<b>Information day</b>	<b>4 May 2017</b>
<b>Outline call closes</b>	<b>14 June 2017</b>
<b>Outline Panel</b>	<b>31 July and 1 August 2017</b>
<b>Full Call closes</b>	<b>16:00, 11 October 2017</b>
<b>Panel</b>	<b>6 February 2018</b>

## Contacts

Sarah Newman	ICT Theme	sarah.newman@epsrc.ac.uk	01793 444581
Laura Cadman	ICT Theme	laura.cadman@epsrc.ac.uk	01793 444302

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## Change log

<b>Name</b>	<b>Date</b>	<b>Version</b>	<b>Change</b>
Sarah Newman	10 April 17	1	N/A
Sarah Newman	15 August 17	2	Change to Contacts (Laura Cadman added) Annexe – Extra Information for Full Proposal Stage This comprises <ul style="list-style-type: none"> <li>• Change to Closing Date for the Full Call</li> <li>• Further Guidance for Postal Reviewers</li> <li>• Submitting a Full Proposal</li> <li>• Attachments for a Full Proposal</li> <li>• Je-S Attachments Checklist for Full Proposal Submission</li> </ul>

## Appendices

### Je-S attachments Check List

#### Outline:

Case for Support	2 pages	Mandatory	
Justification for Resources	2 pages	Mandatory	
Host Organisation Statement	2 pages	Mandatory	

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.

## **Annexe – Extra Information for Full Proposal Stage**

### **Closing Date of Full Call**

This is now **16:00, 11 October 2017** (rather than 27 September 2017 as originally advertised).

### **Further Guidance for Postal Reviewers**

Reviewers will be selected with expertise such that, collectively, they can assess as much of the novel proposed research as possible. In order to achieve this, where appropriate, suggestions for reviewers will be sought from colleagues at other research councils.

Reviewers should

- Assess the proposal holistically, making clear which areas they are assessing as a generalist.
- Assess the aspects of the research that fall within their own areas of expertise, making clear which areas of research they are assessing as an expert.

Panel members for the Prioritisation Panel will be selected so as to cover as many of the disciplines spanned by the proposals as possible.

### **Submitting a Full Proposal**

You should prepare and submit your proposal using the Research Councils' Joint electronic Submission (Je-S) System (<https://je-s.rcuk.ac.uk/>).

When adding a new proposal, you should select:

- Council 'EPSRC'
- Document type 'Standard Proposal'
- Scheme 'Standard'
- On the Project Details page you should select the 'Cross-Disciplinarity and Co-Creation in ICT Research' call.

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## Attachments for the Full Proposal

We suggest applicants refer to the document, "General Feedback to Applicants from the 'Cross-Disciplinarity and Co-Creation in ICT Research' Outline Panel" for guidance when writing these documents.

In addition to the documents required for a standard mode proposal (described at <https://www.epsrc.ac.uk/funding/applicationprocess/preparing/writing/>) a Host Organisation Statement is required for this call.

Therefore the following documents should be submitted:

- Case for Support – up to eight A4 sides
- Justification of Resources - up to two A4 sides
- Host organisation statement - no page limit
- Pathways to Impact document – up to two A4 sides
- Workplan - maximum one A4 side

Where appropriate the following documents should also be attached:

- CVs, up to two A4 sides each, for named research staff (including Researcher Co-Investigators), or visiting researchers. CVs are not required for Principal or Co-Investigators on standard proposals.
- Project partner letters of support - where applicable, for all named project partners and no page limit
- Technical assessment for the use of a major facility - where applicable and no page limit

And the following document is optional:

- Cover Letter – no page limit, not seen by Peer Review

## Je-S attachments Checklist

### Full Proposal:

Case for Support	8 pages	Mandatory	
Justification for Resources	2 pages	Mandatory	
Host Organisation Statement	2 pages	Mandatory	
Pathways to Impact document	2 pages	Mandatory	
Workplan	1 page	Mandatory	
CVs for named research staff and visiting researchers	2 pages each	Where appropriate	
Letters of Support	No page limit	Where appropriate	
Technical Assessments	No page limit	Where appropriate	
Cover Letter	No page limit	Optional	

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.