

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

## **Research Software Engineer Fellowships II**

**Call type: Invitation for full proposals**

**Closing date: 23 August 2017 at 16:00**

**Funding Available:** Up to £4 million is available for this call. EPSRC expects to fund **four to eight** Fellows.

**How to apply:** Outlines followed by invited full proposals and interviews.

**Assessment Process:** Outlines will be considered by an internal panel, invited full proposals will then be considered by an expert panel, resulting in an invite to interview; interviews will be considered by an expert panel, resulting in a rank ordered list.

### **Key Dates:**

<b>Activity</b>	<b>Date</b>
Deadline for Outlines	08 June 2017
Deadline for Full Proposals	23 August 2017
Interview Panel	October-November 2017
Funding decision	October 2017
Grant start date	From 01 January 2018

### **Additional information:**

The role of the RSE Fellow is expected to be fully integrated and supported by their Host Institution. As such, an application to this call will require an institutional statement of support. The Host Institution is expected to provide support and development opportunities during the Fellowship and provide a solid foundation for career prospects beyond the term of the grant. Ideally, the Host Institution would commit to providing a permanent position. Please note **only two submissions per institution are allowed.**

### **Contacts:**

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- Claire Higlett, Portfolio Manager. Email: [claire.higlett@epsrc.ac.uk](mailto:claire.higlett@epsrc.ac.uk) or telephone: 01793 44 4018

## Research Software Engineer Fellowships II

**Call type: Invitation for full proposals**

**Closing date: 23 August 2017 at 16:00**

**Related themes:** Research infrastructure

### Summary

This call will support Research Software Engineer (RSE) Fellowships for a period of up to five years. The RSE Fellowship describes exceptional individuals in the software field who demonstrate leadership and have combined expertise in programming and a solid knowledge of the research environment. The Research Software Engineer works with researchers to gain an understanding of the problems they face, and then develops, maintains and extends software to provide the answers. As well as having expertise in computational software development and engineering, the RSE Fellow should be an ambassador for the research software community and have the potential to be a future research leader in the RSE community. RSE Fellows should promote the widespread use of computation and software best practice to enhance research.

Up to £4 million is available to support **four to eight** RSE Fellows. Candidates are invited to submit an outline proposal in the first instance. Please note **only two submissions per institution are allowed**. Full proposals will be assessed by an expert panel before a final selection by interview.

### Background

Software developed for modelling, simulation and data-analysis for experimental facilities and instrumentation, is a critical and valuable resource. Software and algorithm development represents major investments by skilled scientists and engineers, and the large suite of codes and algorithms used in research should be regarded as a research infrastructure, requiring support and maintenance throughout its lifecycle.

Through the publication of the EPSRC Software as an Infrastructure strategy, EPSRC has recognised the importance of investing in software development. An important aspect of the strategy is the development of skills and career development for those engaged in software engineering, and it is these aspects that this call addresses.

The EPSRC-funded Software Sustainability Institute campaigned to develop a UK community of Research Software Engineers, with the aim of raising awareness of their roles, improving their career paths and reward/recognition within Universities. To address this issue EPSRC funded seven RSE fellowships in 2015, and following on from the success of this scheme we have released this funding opportunity to develop the RSE Fellow cohort.

For further background, please see the following links:

EPSRC Software as an Infrastructure strategy:

<http://www.epsrc.ac.uk/newsevents/pubs/software-as-an-infrastructure/> (PDF)

The UK Community of Research Software Engineers:

<http://rse.ac.uk/about/>

The role of the Research Software Engineer:

<http://www.software.ac.uk/policy/research-software-engineers>

Funded RSE Fellows:

<http://gow.epsrc.ac.uk/NGBOViewPanelROL.aspx?PanelId=1-37M3ND&RankingListId=1-37M3NK>

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

## **Aims and Scope**

A growing number of people combine expertise in programming with an intricate understanding of research. These Research Software Engineers work with researchers to gain an understanding of the problems they face, and then develop, maintain and extend software to provide the answers. Although this combination of skills is extremely valuable, these people often lack a formal place in the academic system and are often funded on short-term contracts. The introduction of the RSE Fellowship initiative has started to change this and this call aims to increase the network of RSE Fellows. A recognised position for RSEs in academia is fundamental in a world where most research is powered by software.

The aim of this call is to provide long-term funding to individuals working as Research Software Engineers who demonstrate exceptional leadership skills and will be able to co-ordinate and promote the role of Research Software Engineers in academia. The funded RSE fellows should become ambassadors for computational methodologies, quality scientific software and drive the recognition of the RSE role in the university academic pathway.

The focus of the call is:

- For those working on computational science and engineering, i.e. software that is used as a research tool in science and engineering;
- For the further development of the UK cohort of RSE Fellows, who can be ambassadors for the research software community and have the potential to be research leaders in the RSE community;
- To encourage individuals who feel that they fit the role description of an RSE and will be able to take on the leadership responsibilities and expectations inherent in the EPSRC Fellowship position within their HEI;
- For work primarily in the remit of EPSRC. In the interests of encouraging cross-disciplinary working, 5-10% of the work may be in the remit of other Research Councils.

This is a specifically and carefully defined call. As such, we expect this opportunity to fit with a relatively small number of potential candidates so it is important that you read the eligibility and assessment criteria carefully. We will reject, without review, those candidates who do not sufficiently demonstrate alignment to the objectives of the call.

The role of the RSE Fellow is expected to be fully integrated and supported by their Host Institution. As such, an application to this call will require significant effort and co-ordination with your Host Institution to supply the required documentation and endorsements. The Host Institution is expected to provide support and development opportunities during the Fellowship and provide a solid foundation for career prospects beyond the term of the grant.

Other opportunities for more conventional Research Fellowship funding are available from EPSRC, in particular Software Development for novel Physical Sciences and Engineering Research. If you are interested in a more traditional research career path, these Fellowships may be more suitable. Further details are available at the following link:

<http://www.epsrc.ac.uk/skills/fellows/areas/>

## Funding available

Up to £4m is available for this call. EPSRC expects to fund **four to eight** Fellows in this call, for a period of up to **five** years. Please note **only two submissions per institution are allowed**. RSE Fellowships may be expected to be subject to a mid-term review. Applicants can choose to spend between 50 and 100% Full Time Equivalent (FTE) on their Fellowship, as suits their situation.

The funding is primarily aimed at supporting Fellows in a programme of work that can include: core software development work around an area or topic of interest to the Fellow; a programme of software development projects, where the Fellow provides a service to other research groups; development and delivery of a programme of training, embedding focussed computational science and engineering within the academic environment.

In addition, building links with international colleagues is welcomed and collaboration with industry (either software companies or software users) is also encouraged. Applicants can include requests for funds, including T&S, to enable these activities.

Where appropriate, the costs of training courses for the Fellow's personal and professional development can be included in the proposal.

This means that applicants can only request funds for:

- Their salary
- Travel and subsistence
- Administrative support
- Software licenses
- Training courses

- Staff of one FTE equivalent for the period of the Fellowship

Applicants to this call can also apply for time on or the cost of using university, Tier-2 machines, national or international HPC services. Further details are given in **Appendix 1**.

## Equipment

Equipment is not available through this call.

For more information on equipment funding, please see:  
<https://www.epsrc.ac.uk/research/facilities/equipment/>

Consumables under £10,000 should be applied for under Other Directly Incurred costs as usual.

## Eligibility

Applicants are expected to hold a PhD by the start date of the fellowship or have equivalent experience. There are no eligibility rules based on years of post-doctoral experience or whether the applicant holds a permanent academic position.

Consideration will be given to applicants who have taken a non-standard career path after their primary degree. Applications are also welcomed from candidates who wish to re-establish themselves after a career break or other period of absence from active research.

There are no nationality restrictions imposed by EPSRC.

EPSRC reserves the right to reject, at any stage, applications that do not fit the remit, eligibility or ethos of this scheme.

Please note you may only apply for one EPSRC fellowship in any 12 month period so please consider carefully when you choose to submit your application.

For information on the eligibility of organisations and individuals to receive EPSRC funding, see the EPSRC Funding Guide:  
<http://www.epsrc.ac.uk/funding/howtoapply/fundingguide/>

Fellowships can be held at any UK university or similar Higher Education Institution (HEI) that is eligible for Research Council funding, however they cannot be held at Research Council Institutes. **Only two applications per institution or university are allowed.**

The EPSRC is keen to encourage a broad geographic network of RSE provision. Applicants proposing to hold the Fellowship at host institutions that already host RSE Fellows should provide compelling justification as to how they would complement the existing Fellow(s), and how they would engage in networking or related activities to ensure that the EPSRC's aim of a broad national RSE provision is realised.

## How to apply

A two-stage application process will be used.

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

- **Stage 2 Full proposal** - application details are described below. Only successful applicants at the outline stage will be invited to submit an application to the full proposal stage. No other applications will be accepted. Any unsolicited applications will be rejected.

## **Submitting your outline application**

Candidates who consider they have the appropriate profile of skills and experience are invited to submit an outline 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 'RSE Fellowships II' 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 08 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 outline application**

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

The case for support should address the following areas:

- A summary of your career to date;
- A brief explanation of why you feel the RSE Fellowship is appropriate for you, what you would hope to achieve personally from the Fellowship and how it will transform your career;
- A brief explanation of the area of software engineering you will work in, including the research area/s you will support, and its importance;
- A brief explanation about how you demonstrate leadership potential and how you will become an ambassador for the Research Software Engineer role.

### **CV: (up to two sides of A4)**

Please provide a CV. The CV should be uploaded into Je-S as 'CV' attachment type.

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

### **Other attachment: (two sides of A4)**

Please provide a letter of support from your Head of Department (or the Head of the Department you will be based in if successful). The statement should be on Departmental or University headed paper, should be dated, and should clearly state the position held by the author. The statement should clearly indicate that the RSE fellow will be supported by the host university. It should describe the type of support that could be provided, and how this support would empower the RSE fellow to transform RSE provision at the host university. A full Host Organisation Statement detailing the support you will receive from your university during your fellowship must be provided at the full proposal stage.

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.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/>

## **Submitting your Full proposal 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 'Fellowship Proposal'
- Scheme 'EPSRC Fellowship'
- On the Project Details page you should select the 'RSE Fellowships II' 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 23 August 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 (<http://www.epsrc.ac.uk/funding/>) which should be consulted when preparing all proposals.

## Guidance on writing a full application

The full proposal should consist of the following completed documents. Where appropriate, call specific advice is given. Applicants are advised to consider the assessment criteria and strategic drivers of the call, and to ensure that they address these in their application:

### Case for support (up to 9 sides of A4) comprising:

- **Track Record of Applicant (up to two sides of A4):** The applicant should submit a tailored track record which highlights their skills, expertise and experience in software development, including their contributions to specific pieces of software. An explanation for why you have chosen your host organisation should be included.
- **Description of proposed programme and its context (up to seven sides of A4):** Applicants should set out clear goals and objectives, both personal and technical. A clear description of the proposed work and methodology should be given, including: the core programme of software engineering; the programme of software engineering services for other research groups and how this will be prioritised and managed; any training the fellow will offer and a programme of personal development. Applicants should also include how they demonstrate the required leadership skills for this role and how they will be an ambassador for both quality scientific software and drive the recognition of the RSE role in the university academic pathway. Applicants should describe how they will build strong networks and links with the research community and other RSEs to promote and develop the role of the RSE.

### Pathways to impact document (up to two sides of A4)

<http://www.rcuk.ac.uk/ke/impacts/>

In the Impact Summary, you will have described who potential beneficiaries might be, and how the work might impact them. This document is your opportunity to describe what you will actually do to facilitate this, for instance, what methods for communications and engagement you will use, how will you ensure collaboration and exploitation in the most effective and appropriate manner.



A specific section of the pathways to impact document should be dedicated to detailing the software management plan for the proposal. This should include information on what software outputs (including documentation and other related material) will be produced, who is responsible for releasing the software, the revision control process to be used, and the licensing for each output. For further guidance and information on what to consider in the software management plan please see: <http://www.software.ac.uk/resources/guides/software-management-plans>

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

This should include:

- Your current contact details.
- 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 academic history, listed in reverse order. The dates of any degrees obtained and the viva date for your PhD should be stated.
- Track record of research funding.
- Any current teaching commitments.
- Any current administrative activities: examples may include editorial responsibilities, committee membership etc.
- Other: examples may include invited talks, awards, prizes, memberships of professional bodies etc.

### **Host Organisation Statement (two sides of A4)**

The Head of Unit (or equivalent and relevant senior role) at the host organisation must complete a statement in support of the application. The statement should be on Departmental or University headed paper, should be dated, and should clearly state the position held by the author. The statement must include details of the following considerations:

- What support the applicant will receive during the fellowship period, for instance, mentoring, personal and career development opportunities, training;
- How the Research Software Engineer role fits with the wider institutional strategy and how this will embed into the institution;
- What the plans would be for the Fellow at the end of the fellowship period;
- A statement to confirm that the RSE Fellow will be supported as an Investigator on grants from funding bodies, including any relevant guarantees beyond the term of the Fellowship;
- How the RSE Fellow will be supported to forge links with researchers and embed into the academic communities to establish equivalent status to other EPSRC Fellows.

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

Please ensure that all applicable costs requested on the JeS form are justified in the 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. We do not expect high levels of detail.

## **Statements of support from any project partners (no page limit)**

### **List of Publications (no page limit)**

Further details on what to include can be found here:

<https://www.epsrc.ac.uk/skills/fellows/peerreviewprocess/howtoapply/#List of Publications>

Please note that this section must be completed on Je-S, therefore if you do not have any relevant publications please submit a dummy document.

### **Technical assessment (no page limit)**

- Any proposals requesting ARCHER time **must** have a technical assessment attached. Please note these can take up to 10 working days to complete. For access to ARCHER, please follow the process described on the web: <http://www.epsrc.ac.uk/research/facilities/hpc/access/>

Additional documentation will not be accepted after the deadline. Please note that proposals not accompanied by the correct documentation will be rejected.

## **Assessment**

### **Assessment process**

A three-stage assessment process will be used.

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

The outline bids will be considered by an internal EPSRC sift panel against the assessment criteria outlined below. If successful, applicants will be invited to submit a full proposal. EPSRC reserve the right to apply additional selection criteria in the event of the call being so substantially oversubscribed as to be unmanageable.

EPSRC will not be able to provide feedback to applicants at this stage, due to the number of expected proposals.

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

Full proposals will be considered and prioritised for funding by an expert peer review panel. EPSRC will not be able to provide feedback to applicants at this stage, due to the number of expected proposals.

Applicants should note that panel members will be drawn from a pool which will include software development specialists, computational scientists and other relevant experts.

### **Stage 3: Interview Panel**

An interview stage will be held following the Panel meeting in order to select the final successful candidates. Full details of the interview process will be sent to candidates successful at the full proposal stage.

### **Assessment criteria**

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

The applications will be assessed on their eligibility, fit to the scope of the call and fit to the role of the RSE Fellow. Specific considerations will include:

- **Remit:** The proposal should be primarily in the remit of EPSRC. In the interests of encouraging cross-disciplinary working, 5-10% of the work may be in the remit of other Research Councils.
- **The applicant:** Evidence of a clear vision for the role. Evidence of an aptitude and potential to lead, inspire and influence, for example, through mentoring and networking. Evidence of the ability of the candidate to be an ambassador for the RSE role.
- **Host Organisation Support:** Evidence of support from the Host Institution.

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

The applications will be assessed for their fit to the scope of the call and how they address the strategic drivers. Specific criteria are:

- **The applicant:** evidence of a clear vision for the role. Evidence of an aptitude and potential to lead, inspire and influence, for example, through mentoring and networking. Demonstration of excellent communications and interpersonal skills.
- **Quality**, including novelty of the research enabled, quality of the software engineering proposed, the appropriateness of the proposed methodology.
- **Research environment:** Justification for the choice of host organisation. Demonstration of an appropriate level of support and commitment to the Fellow's career as evidenced through the Host Organisation Statement.
- **Importance**, including contribution to EPSRC's strategic priorities.
- Quality of the proposed **pathways to impact**, including the quality of the software management plan, and of the plans for outreach and collaboration.
- **Resources and Management:** justification of the planning and project management of the proposed programme, risk management strategies.
- **Leadership and Vision:** The ability of the candidate to establish a network and promote computational science and engineering to achieve their career objectives.

### **Feedback**

Brief feedback will be provided to applicants after the interview panel.

## Moving forward

Submissions to this call will 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/>

## Guidance

### Guidance for host organisations/heads of department

The Host Institution is expected to provide support and development opportunities during the Fellowship and provide a solid foundation for career prospects beyond the term of the grant. Ideally, the Host Institution would commit to providing a permanent position.

Host organisations are expected to give the individual all the support normal for an academic member of staff, even though they may not currently hold an academic position. Provision of the usual infrastructure such as laboratory and office space will be expected, plus other support such as mentoring.

### Additional grant conditions

In addition to the standard terms and conditions for grants, successful applicants will be required to provide reports as requested by EPSRC, feedback on the RSE structure, commitment to participate actively in events and activities aimed at EPSRC Fellows (whether within their Host Institution or more widely) and submit to any grant reviews required by EPSRC.

## Key dates

Activity	Date
Deadline for Outlines	08 June 2017
Deadline for Full Proposals	23 August 2017
Interview Panel	October-November 2017
Funding decision	October 2017
Grant start date	From 01 January 2018

## Contacts

Requests for help and advice concerning the writing and costing of your proposal should be addressed to your institutional Research Office in the first instance.

If you have any questions about preparing and submitting your proposal using Je-S, please contact the Je-S helpdesk ([JeSHelp@rcuk.ac.uk](mailto:JeSHelp@rcuk.ac.uk), 01793 444164).

For other queries not addressed in the call document please contact:

- Katherine Freeman, Portfolio Manager. Email: [katherine.freeman@epsrc.ac.uk](mailto:katherine.freeman@epsrc.ac.uk) or telephone 01793 444213
- Claire Higlett, Portfolio Manager. Email: [claire.Higlett@epsrc.ac.uk](mailto:claire.Higlett@epsrc.ac.uk) or telephone: 01793 444018

## Change log

Name	Date	Version	Change
Katherine Freeman	21/03/2017	0.1	N/A
Katherine Freeman	20/04/2017	0.2	Updated after comments from EPSRC Peer Review team

## Je-S attachments Check List

### Outline:

Case for Support	4 pages	Mandatory	
C.V.	2 pages	As required	
Justification for Resources	2 pages	As required	
Other attachment	2 pages	Mandatory	Head of Department letter of support

### Standard:

Attachment Type	Maximum Page length	Mandatory/Optional	Extra Guidance
Case for Support	9 pages	M	Comprising up to two A4 sides for a track record, and six A4 sides describing proposed research and its context.
Pathways to Impact	2 pages	M	Including a Software Management Plan
Workplan	1 page	M	
Justification for Resources	2 pages	M	
CVs	2 pages each	M	For the applicant.
Project Partner Letters of	No page limits	As Required	Must be included from all named

Support			project partners. Must be on headed paper, and be signed and dated within six months of the proposal submission date.
Technical assessment	No page limit	As required	If requesting compute time.
Proposal Cover Letter	No page limit	As required	The cover letter can be used to highlight any important information to EPSRC. This attachment type is not seen by panel members.
Host Organisation Statement	2 pages	M	
Other attachment	No page limit	As required	This can be used for a document that does not fit under any of the headings above. This attachment type is not seen by panel members.
Publications	No page limit	M	Please list any related publications. If you have no relevant publications please upload a dummy document.

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.

## Appendix 1: Access to Computing Resources

Applicants should include the necessary computing resources needed for the project.

For access to the **national HPC service, ARCHER**, please follow the process described on the web:

<http://www.epsrc.ac.uk/research/facilities/hpc/access/>

For help and advice, please contact the Help Desk on [support@archer.ac.uk](mailto:support@archer.ac.uk). Please note that a technical assessment will need to be attached to the proposal on submission.

Following recent capital investments from UK government the Department has established **the Hartree Centre** in collaboration with IBM. This outward-facing centre offers a range of services including collaborative software development and access to a range of novel hardware platforms (98304 core Blue Gene/Q, Blue Gene Active Storage, iDataPlex, NextScale, ARM, nVidia Tesla GPU, Intel Phi and Maxeler MPX-X).

For access to the Hartree Centre machines, please contact: Neil Morgan, Leader, Energy Efficient Computing Group, STFC Daresbury Laboratory, email: [Neil.Morgan@stfc.ac.uk](mailto:Neil.Morgan@stfc.ac.uk).

For access to your **local or Tier-2 machines**, please contact the relevant person at your institution or the Tier-2 centres directly. It is permissible to include the cost of this access on the grant. The access mechanisms for the newly funded Tier-2 centres are still evolving and further guidance on how to access these will be provided at the full proposal stage.