EPSRC DOCTORAL PRIZE FELLOWSHIP 2020
CALL GUIDANCE DOCUMENT

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1. Purpose
The EPSRC Doctoral Prize Fellowship scheme is intended to help universities attract and retain the very best newly qualified PhDs that received EPSRC studentship funding and help them to launch a career in research. All fellowships must be within EPSRC remit. Previous awards under this scheme have been made to new postdoctoral fellows in the Departments of Aeronautics, Chemical Engineering, Civil and Environmental Engineering, Electrical and Electronic Engineering, Bioengineering, Earth Science and Engineering, Computing, Materials, Mechanical Engineering, Mathematics, Physics, Chemistry, Surgery and Cancer, Life Sciences, Mathematics, the Institute of Clinical Sciences, and the Business School. All fellows will have access to transferable skills training from the Postdoc and Fellows Development Centre, covering subjects such as peer-review and presentation skills.

2. Funding
Imperial has the opportunity to use up to 10% of the 2020/21 DTP allocation to distribute internally as postdoctoral fellowships on a non-fEC basis (i.e. only directly incurred and directly allocated costs will be awarded). Estates and indirect costs are excluded. Funds are primarily for the provision of salary expenses for up to 12 months, with additional funds available for research expenses, consumables, travel (up to £2,000), and costs associated with public engagement and knowledge transfer activities. The total requested budget, excluding salary, is not expected to exceed £10,000. It is envisaged that as newly qualified Postdoctoral Researchers, most candidates for this scheme will be placed at the lower end of the appropriate Academic and Research Family Research Associate pay scale (Spine Point 17).

3. 2020 competition and Covid-19 pandemic
In recognition of the impact of the Covid-19 pandemic on research activities, the College’s 2020 EPSRC Doctoral Prize Fellowship competition will run in 2 rounds. This reflects the ramping up of research activities that may be slowly commencing across College in the near future, while ensuring that candidates who are not able to apply now due to contextual constraints will have a later opportunity to apply for this funding:

- **Round 1.** Funding available: £286,122. Deadlines: see below. In their proposals, applicants are asked to indicate how the proposed project will be safely undertaken, in the current environment
- **Round 2.** Funding available: £286,122. Deadlines: to be decided

4. How to apply
Heads of Departments should support the most able internal or external applicants, who have received funding for their PhD studies from EPSRC in the form of fees and/or stipend. Please note that:

- Departments are not limited in the number of candidates that may be supported, but should note that the funding available is likely to allow in the region of 12 awards in total (across both rounds) and only the very best eligible candidates should be put forward for consideration
- Funding is dependent on the fellow having submitted their PhD thesis (to Spiral) before the start date of the Doctoral Prize fellowship. Candidates who have not submitted their PhD thesis at the time of application for a Doctoral Prize fellowship are still eligible; however, they will be expected to have submitted their thesis before the start date of their fellowship. Letters of support from supervisors should clearly state the expected submission date. Applications will not be accepted for extension support to write up a PhD. Any corrections to PhD theses should be done outside of the time allocated for the Doctoral Prize Fellowship
- Duration of projects may be up to 12 months
- Start date of projects must be 1 October 2020 or later

Heads of Departments must submit the following:

- Departmental shortlisting form. A shortlisting form (found here, see under “EPSRC Doctoral Prize Fellowships”) must be submitted by each Department to researchoffice.fundingstrategy@imperial.ac.uk showing the Departmental shortlisting comments and Departmental ranking
Candidates should submit an application using the online application form (found here) and include the following attachments:

- **A CV.** This will be the main source of information used to assess the success of the PhD period and must therefore include a convincing statement demonstrating this, supported by evidence of outputs and outcomes. The CV must not exceed 2-sides A4
- **Letters of support from the PhD supervisor and from the host Head of Department.** If the candidate has not submitted their PhD at the time of application, letters of support from the Supervisor must clearly and accurately predict the expected submission date to secure funding. All letters should be merged into a single PDF and uploaded with the application form
- **An InfoEd recovery page approved by the Department**

### 5. Deadlines

**Round 1**
- The deadline for applications to be submitted (via Qualtrics) by the candidate is 12.00pm (noon) on Wednesday 1 July. The online form will close after this time. Applicants are reminded that Departments may have an earlier internal deadline for departmental review and support
- The deadline for Heads of Departments to submit their Departmental shortlisting form to researchoffice.fundingstrategy@imperial.ac.uk is also 12.00pm (noon) on Wednesday 1 July
- Decisions on applications are expected in August 2020

**Round 2**
The timeline for Round 2 will be determined as developing information regarding the re-opening of the institution, labs etc. becomes known, so that candidates who will require access to these facilities are in a position to apply to conduct their proposed fellowship project.

### 6. Review and Selection of Applications

All eligible applications will be considered for funding by the Cross-College Research Proposal Review Group (CCRPRG) under the direction of the Vice-Provost (Research and Enterprise). CCRPRG will rank the proposals after considering the success of the previous EPSRC funded PhD period as measured by the submitted CV and letters of support, and taking into account the Departmental shortlisting comments and Departmental ranking.

EPSRC is looking to ensure that funding supports the career development of early stage researchers. This may include ensuring work from their PhD is published but should also include something new that takes their research career to the next level. Therefore, CCRPRG will be looking for proposals that encourage adventure and risk. Applications that specifically look at securing the impact of the proposed activities will also be positively considered.

Applicants (copying in Departments) will be informed of the results via email. A formal letter from the Chair of CCRPRG confirming the outcome and details of the award offer will then be sent to applicants. Applicants will be asked to indicate within 2 weeks whether they will accept or decline the award offer. Feedback will be limited to a statement of the success or otherwise of the proposals, unless CCRPRG decides that additional feedback is necessary or useful.

### 7. Accessing Funds

Details on how to access funding will be provided to those departments that have received awards. Awardees will be expected to manage the accounts as per normal Faculty/Department rules.

### 8. Reporting

Award recipients will be required to provide the following information within two weeks of the end of the funding period. It is likely that some of this information will be gathered with input from the host department:

- **Value of the total funding received**
- **Start and end date of the funding**
- **What the funds were used for**
- **Outputs obtained during the award period (including named publications, conference presentations, and other interactions)**
- **The outreach/impact activities that the recipient participated in**
- **The benefits of the award as reported by the recipient**
- **The ‘impact’ of the award**
- **The recipient’s plans following funding**
- **The EPSRC theme for this research**
- **Information on any additional leveraged funding**

The College is a proud signatory to the San Francisco Declaration on Research Assessment (DORA), which means that in hiring, promotion and research funding decisions we will evaluate applicants on the quality of their work, not the impact factor of the journal where it is published. More information is available at [https://www.imperial.ac.uk/research-and-innovation/about-imperial-research/research-evaluation/](https://www.imperial.ac.uk/research-and-innovation/about-imperial-research/research-evaluation/).