

## 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, 2024 – 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-2024/">https://www.ukri.org/events/engaging-with-government-2024/</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 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 27 – 29 February 2024. In addition to the main training event, participants can attend a networking event which will be held on the evening of the 28 February 2024.</p>
<b>3. What involvement and consultation has</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>been done in relation to this policy?</b> <i>(For example, with relevant groups and stakeholders)</i></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, 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 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 2024 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 2024. 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 is 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 fed back 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 an 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 SurveyMonkey 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> <p>The evaluation process will gather feedback about the extent to which participants found the programme useful and were able to apply learning in their work. IfG will use the feedback to improve the content and delivery of the course and determine what additional support would be helpful. This will then be communicated to AHRC, and the alumni network will be used to disseminate further resources.</p>

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 (for example, adjustment to the policy)
Age	None identified: will continue to assess	Age does not form part of the selection criteria and has no bearing on the assessment process.	<p>The call is open to all eligible applicants, and we do not anticipate that the age of a candidate would impact their application.</p> <p>AHRC will remove the EDI form from all applications prior to the</p>

			<p>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</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>Applicants may have a range of disabilities, health conditions and additional needs which might impact their ability to apply for the call within the designated time frame/ might need to take unknown periods of leave in the delivery phase of projects.</p> <p>Applicants with specific disabilities may encounter problems with the application forms.</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.</p> <p>The IfG will advertise the call through the UPEN network, and request that knowledge brokers pass the call to relevant affinity groups. They will also contact the Racial Equity in Policy Network and ask them to publicise the programme.</p> <p>AHRC will remove the EDI form from all applications prior to the assessment process. This information will not be shared with the assessment panel.</p> <p>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</p>

		<p>Panel members with a range of disabilities, for example, hearing impairments, may face difficulties in engaging in discussions, particularly in virtual meetings.</p> <p>Applicants might face barriers to engaging with in-person course content such as workshops, events, networking opportunities.</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 and/ or learning</p>	<p>and engage in dialogue with any interested applicants. 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 with relevant meetings virtually or in person. Online platforms of engagement and participation (for example, Zoom) can remove physical constraints and enable greater accessibility for people with a range of disabilities. The use of these platforms will be encouraged, but with due consideration to the needs of people who find videoconferencing challenging (for example, due to being neurodivergent or other reasons). The AHRC and IfG will consider recruiting an electronic notetaker to support virtual events where necessary.</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 a disability. The networking event is also planned to take place on site, but the IfG will ensure all</p>
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		<p>disabilities. Travelling to and moving around the IfG premises may present challenges for disabled participants.</p>	<p>participants are able to participate if this aspect of the course is delivered off site.</p> <p>Any travel and subsistence expenses to access the course, beyond the most economic level which are incurred due to disability can be requested and reimbursed.</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 programme which will include EwG alumni and others from the policy-making and academic community. The programme will be highly interactive throughout, with an emphasis on lively, participative delivery, discussion, and activities, rather than lectures.</p> <p>To ensure we understand the needs of all attendees and participants, we will provide the opportunity for attendees to communicate whether they have any specific needs that we should be made aware of so we can make reasonable adjustments and make the event as accessible and inclusive as possible.</p> <p>The course schedule and materials will be shared with attendees before the day to ensure adequate information is provided ahead of the event and that participants are aware of expectations for participation throughout the event.</p>
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<p><b>Gender reassignment</b></p>	<p>Possible negative</p>	<p>A period of leave might be needed for reassignment/ recovery. This might impact someone's ability to apply within the specified timeframe and might require a period of leave in delivery phase of project.</p> <p>Misuse of pronouns 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>The call is also open for two months to ensure applicants have enough time to consider and complete their applications.</p> <p>AHRC and IfG will ensure we encourage and engage in dialogue with participants so we can understand specific needs and make reasonable adjustments whenever possible.</p> <p>Care has been taken to ensure that the language used within the call and course material is inclusive.</p> <p>AHRC and the IfG will use gender-neutral language, for example, pronouns such as 'they' or 'you' instead of 'he/ she', in correspondence and guidance to participants and</p>

		<p>Physical environments need to be inclusive for example, gender neutral bathrooms are available.</p>	<p>panel members throughout the application process, during the in-person course, and evening networking event.</p> <p>The IfG venue has gender neutral and inclusive toilet facilities available.</p> <p>Trained facilitators create an inclusive environment and will discuss issues related to EDI as part of the EwG programme.</p>
<b>Marriage or civil partnership</b>	None currently identified: will continue to assess	Marital or civil partnerships status 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 there are no known barriers to those who are married or in a civil partnership.
<b>Pregnancy and maternity</b>	Possible negative	<p>Pregnancy can be an unpredictable time when it comes to the management of pregnancy symptoms, and unexpected periods of leave might be required. This might impact someone's ability to make the application deadline/ attend events/ workshops/ be involved on a moderating panel.</p> <p>If someone is on maternity leave, they may not be able to meet the application deadline or attend the course if their maternity leave falls on these dates.</p>	<p>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>If participants are unable to attend the course in person, AHRC and IfG have previously offered the option to defer their place for a year on a case-by-case basis.</p> <p>The IfG has ensured provision in the past for people to 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>



			AHRC and the IfG will take all reasonable steps to make adjustments to enable panel members to participate fully.
<b>Race</b>	Possible negative	Low rates of applications by Black, Asian and minority ethnic individuals may limit the diversity of voices represented in the EwG course.	<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 groups and/or disabled candidates.</p> <p>The IfG will advertise the call through the UPEN network, and request that knowledge brokers pass the call to relevant affinity groups. They will also contact the Racial Equity in Policy network and ask them to publicise the programme.</p> <p>AHRC and IfG will ensure we encourage and engage in dialogue with any interested applicants.</p> <p>AHRC will remove the EDI form 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 EDI as part of the EwG programme.</p>
<b>Religion or belief</b>	Possible negative: will continue to assess	Applicants who are observing certain faith festivals, celebrations, or practice might face	The call is also open for two months to ensure applicants have enough time to consider and complete their applications.

		<p>challenges engaging with the application process/ participating with the programme within specific timeframes.</p> <p>For in-person meetings, applicants might need dedicated time and space for their religious/ belief practice.</p>	<p>AHRC will ensure we encourage and engage in dialogue with any interested applicants.</p> <p>IfG understand that the 2024 EwG course does not clash with any major religious holidays or festivals, but we will remain responsive to any queries.</p> <p>Trained facilitators create an inclusive environment and will discuss issues related to EDI as part of the EwG programme.</p> <p>AHRC and IfG will ensure we encourage and engage in dialogue with participants so we can understand specific needs and ensure access to a room for reflective practice/ prayer in the event venue if required.</p>
<b>Sexual orientation</b>	None identified: will continue to assess	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>Trained facilitators create an inclusive environment and will discuss issues related to EDI as part of the EwG programme.</p>
<b>Sex (gender)</b>	Possible negative: will continue to assess	<p>The call is open to all eligible applicants, and we don't anticipate that a candidate's gender would impact on their application.</p> <p>A person's menstrual health and stage in life might impact their ability to participate in the application process/ delivery of the project for</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>If participants are unable to attend the course in person, AHRC and IfG have previously offered the option to defer their</p>

		<p>example, menstrual/ menopausal symptoms are varied and can impact individuals in a number of ways.</p>	<p>place for a year on a case-by-case basis.</p> <p>AHRC will remove the EDI form 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 EDI as part of the EwG programme.</p>
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Additional diversity characteristics	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)
<b>Geographical location</b>	Possible negative	<p>Geographical location could impact an applicant's ability to travel to the IfG premises and stay overnight for the full course. This may disincentivise applicants outside London from applying for the course.</p>	<p>AHRC will ensure we encourage and engage in dialogue with any interested applicants.</p> <p>We will provide advice and guidance relating to travel and accommodation ahead of the event.</p> <p>The AHRC will organise accommodation for participants ahead of the event and attendees can submit a travel and subsistence claim after the event for reimbursement.</p>
<b>Socio-economic status</b>	Possible negative	<p>If people feel deterred from applying due to socio-economic status for example, perception about the policy environment, this may limit the diversity of voices represented in the EwG course.</p>	<p>The call is open to all eligible applicants and open for two months to ensure applicants have enough time to consider and complete their applications. 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 underrepresented groups. AHRC</p>

		<p>Travel &amp; subsistence costs: socio-economic status could impact an applicant's ability to travel to the IfG premises and stay overnight for the full course. This may disincentivise applicants to apply for the course.</p>	<p>will ensure we encourage and engage in dialogue with any interested applicants.</p> <p>We will provide advice and guidance relating to travel and accommodation ahead of the event.</p> <p>The AHRC will organise accommodation for participants ahead of the event and attendees can submit a travel and subsistence claim after the event for reimbursement.</p>
<b>Educational background</b>	Expected to be neutral: will continue to assess	<p>The call is open to all eligible applicants, and we do not anticipate the educational background of a candidate to impact their application.</p> <p>Applicants without a PhD will not meet the eligibility requirements for this scheme; therefore, this will act as a barrier to participation.</p>	<p>AHRC will ask the panellists to be aware of unconscious bias and empower everyone in attendance to challenge cases of bias.</p> <p>The Engaging with Government course is an established course which takes place annually in partnership with the Institute for Government. It is aimed at postdoctoral academics within the arts and humanities. The course accommodates up to 20 academics per year, therefore, the limited number of spaces makes it difficult to open it up further to those without a PhD.</p>
<b>Parent or Guardian responsibilities</b>	Possible negative	Parent or guardian responsibilities could make it difficult to travel to the IfG premises and stay overnight for the full course. This may disincentivise applicants who have parent or	<p>Dates for the EWG course will be advertised within the call specification and the call is open for two months to ensure applicants have time to consider and complete their application. Outcome letters will be circulated in December 2024, providing a minimum of six</p>

		guardian responsibilities to apply for the course.	<p>weeks' notice to those securing a place on the course.</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 on a case-by-case basis. 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>
<b>Carer or parent carer responsibilities</b>	Possible negative	Carer or parent carer responsibilities could make it difficult to travel to the IfG premises and stay overnight for the full course. This may disincentivise applicants who have carer or parent carer responsibilities to apply for the course.	<p>Dates for the EwG course will be advertised within the call specification and the call is open for two months to ensure applicants have time to consider and complete their application. Outcome letters will be circulated in December 2024, providing a minimum of six weeks' notice to those securing a place on the course.</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 on a case-by-case basis.</p> <p>AHRC and the IfG will take all reasonable steps to make adjustments to enable panel members to participate fully.</p>
<b>Political opinion (Northern Island)</b>	Expected to be neutral	The call is open to all eligible applicants, and we do not anticipate that the political beliefs	<p>Data on an applicant's political beliefs will not be sourced.</p> <p>Any language that is used will be politically neutral. As part of</p>

		of a candidate will impact their application.	the course, trained facilitators create an inclusive environment and will discuss issues related to EDI as part of the EwG programme.
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**Evaluation:**

Question	Explanation / justification	
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.</p> <p>The risk is mitigated as follows:</p> <ul style="list-style-type: none"> <li>• Keeping the call open for two months, advertising through targeted channels, and ensuring we encourage and engage in dialogue with any interested applicants</li> <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, for example, UKRI's 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 characteristics with individuals that are part of the internal assessment panel</li> <li>• When the internal assessment panel meeting is organised, AHRC will ensure the panellists are 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> <li>• Any travel and subsistence expenses to access the course, beyond the most economic level which are incurred due to disability, can be requested and reimbursed</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		

<p>3. You can <b>adapt or change</b> the policy in a way which you think will eliminate the bias</p>	<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 2023-24 call and future calls more inclusive.</p> <p>IfG ensure that the course is accessible to all, reasonable adjustments are made, and that an inclusive environment is created where issues related to EDI are discussed openly and transparently as part of the EwG programme.</p>
<p>4. Barriers and impact identified, however having considered all available options carefully, there appear to be no other proportionate ways to achieve the aim of the policy or practice (for example, 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, for example, calls and events:</p>	<p><b>Yes</b></p>
<p><b>Date completed:</b></p>	<p><b>30 August 2024</b></p>
<p><b>Review date (if applicable):</b></p>	<p><b>NA</b></p>

### Change log

Name	Date	Version	Change
Andrea Bond and Michelle Todd on behalf of AHRC Skills Team	When published	1	First publication