



UK Research  
and Innovation

# UK Research and Innovation Equality Impact Assessment Form



**Overview of activity**

	<b>Response</b>
Name of activity being assessed	<a href="#"><u>Locally Unlocking Culture through Inclusive Access (LUCIA) programme – Network funding opportunity</u></a>
Council/department/project team	Arts and Humanities Research Council (AHRC) Health, Environment and Urban Humanities (HEUH) Team Cities and Urban Environments Portfolio – Emily Bultitude (Senior Investment Manager) and James Phillips (Investment Manager)
Aims and objectives of the activity	<p>The Locally Unlocking Culture through Inclusive Access (LUCIA) programme aims to fund research networks which will empower communities across the UK to have the agency and opportunity to enable growth and address equitable access to culture. It will do this by funding people-centred partnerships which amplify seldom heard voices; which respect diverse cultural identities; and which facilitate creative expression, in order that innovative solutions can be found to widen community participation in culture across the UK. The programme will actively engage in civic discourse within urban communities, enhancing urban culture and thereby enabling urban renewal and economic growth.</p> <p>The LUCIA programme will bring researchers, policy leaders, local and regional authorities, and community members together to empower those communities to understand and address key urban cultural challenges which are obstacles to community cohesion and civic discourse. By listening to people-centred, community-led research agendas, building the evidence base collectively and co-creating design of cultural policy, it will seek to reorient academic practice and policy design towards co-created, mission-led outcomes and recommendations. The LUCIA programme is a mission-led programme, aligning with governmental plans to kickstart economic growth, take back our streets, and break down barriers to opportunity. We expect strong arts and humanities methodologies and approaches to be at the core of proposed networks.</p> <p>The LUCIA programme objectives are therefore:</p> <ul style="list-style-type: none"> <li>• to develop collaborative research networks to actively engage local communities in widening access to cultural expression.</li> <li>• to understand local cultural complexities, barriers and enablers, with a view to improving wellbeing in communities throughout the UK, and addressing urban renewal and economic growth.</li> </ul>

	<ul style="list-style-type: none"> <li>to converge data and learning from a range of local and regional models to inform the spread and adoption of collaborative cultural policy across the UK.</li> </ul> <p>The initial phase of the programme will fund the formation of cross-sector pilot networks, comprised of community voices, researchers and policymakers, to explore opportunities for widening cultural access and expression within UK communities. Projects will start by 1<sup>st</sup> April 2026 and the duration of the funded network projects will be 12 months.</p> <p>Full information can be accessed via the <a href="#">LUCIA funding opportunity page</a>.</p> <p>An additional LUCIA fellowship funding opportunity, in partnership with the <a href="#">Local Government Association (LGA)</a>, will enable an early career researcher (ECR) to build strong collaborative partnerships across the cultural policy ecosystem and to enhance research and career experience in the equitable partnerships space, through the wider LUCIA programme.</p> <p>The ECR fellow will be hosted by the LGA, (as a secondment opportunity) and is expected to support partnership building between LUCIA programme networks and policymakers, ensuring networks can effectively address key urban cultural challenges which are obstacles to community cohesion and civic discourse. The fellowship will start on 1<sup>st</sup> April 2026 and will also last 12 months, in alignment with the LUCIA pilot networks.</p> <p>Full information can be accessed via the <a href="#">LUCIA-LGA ECR funding opportunity page</a>.</p>
<p>Who is affected by your policy/funding activity/event?</p>	<p><u>Internal</u></p> <p>The programme aligns directly to the <a href="#">AHRC Strategic Delivery Plan</a>, particularly ‘2.2 Working at the heart of thriving communities’, alongside <a href="#">UKRI’s Strategy</a> primarily through ‘Priority 2.1: Strengthen clusters and partnerships – locally, nationally and globally’. As a result, the programme is likely to engage with the following AHRC / UKRI teams:</p> <ul style="list-style-type: none"> <li>AHRC’s Health, Environment and Urban Humanities (HEUH), Public Engagement and Operations teams will organise and lead the development, delivery, assessment, and monitoring, evaluation and learning (MEL) strategy of the programme.</li> <li>AHRC’s Director of Research, Strategy and Innovation, and Associate Director of Programmes, have both supported the strategic development of the programme.</li> </ul>

- Additional AHRC teams have been consulted for advice and to ensure equality, diversity and inclusion (EDI) principles, and sustainability good practice, are both embedded at the core of the LUCIA programme, including:
  - Portfolio Management and Insight (PMI)
  - Strategy, Impact and Engagement (SIE)
  - International Partnerships and Engagement (IPE)
  - Histories, Cultures and Heritage (HCH)
  - Public, Policy, Security and Rights (PSR)
- AHRC Programme Directors for Place and Creative Communities have been consulted in relation to LUCIA's complementarity with both ongoing programmes.
- In a broader UKRI context, UKRI's Public Engagement team have also been consulted to draw on good practice and lessons learnt from the ongoing [UKRI Community Research Networks programme](#).
- The UKRI Web team and Communications team will assist in organising publicity for the programme through UKRI's Funding Finder and social media channels respectively.
- ESRC and Innovate UK colleagues in the cities and urban space have been consulted to talk about potential scope for future co-funding opportunities and broader cross-council programming such as [UKRI's Local Policy Innovation Partnerships \(LPIPs\)](#).
- The [UKRI EDI Caucus](#) has been consulted to provide advice on setting thematic agendas, building equitable partnerships and embedding EDI principles throughout processes such as application and assessment.

#### External

- Key organisations have been consulted with connections to the broader discussions on challenges of cultural access within and across communities in the UK. This has included discussions with the [Core Cities network](#) and [Key Cities network](#), the [Local Government Association \(LGA\)](#), and the [World Cities Culture Forum](#).
- The LGA have also been consulted about partnering on the LUCIA fellowship funding opportunity.
- Collaboration with the [National Co-ordinating Centre for Public Engagement \(NCCPE\)](#) on planned LUCIA webinar events.
- Conversations have been initiated with fellow funders such as the Arts Council England (see [Cultural Compacts initiative](#)) and Heritage Fund (see [Heritage Places initiative](#)) and discussions have provided insight on EDI good practice and lessons learnt from ongoing initiatives.

- Key government departments including the Department for Culture, Media and Sport (DCMS) and Ministry for Housing, Communities and Local Government (MHCLG - See [UK Government's Levelling Up Fund Rounds 1 and 2](#)) have also been consulted throughout the development of the programme.
- The AHRC Cities and Urban Environments Senior Investment Manager and Investment Manager have hosted two online scoping workshops and several 1-1 discussions in March and April 2024 to enable a diversity of voices to be at the heart of our decision-making and encourage co-design of our thematic priorities.
- The first workshop was held in collaboration with community engagement representatives and practitioners with experience working in a cultural context as part of and within local communities. This discussion was followed by a further workshop with academics in this research space who built on the thinking driven by community voices to co-design thematic research pillars. Finally, 1-1 conversations with local, regional and UK policy-making representatives helped challenge and finetune these pillars to ensure that the proposed areas of research will be effective in changing the policy landscape in this space.
- After insightful scoping discussions with community, research and policy maker voices, it is clear that cross-sector collaboration and a consistent intersectional approach is vital to tackle inequalities in relation to cultural access. These priorities were made clearer at the first LUCIA information webinar held on 10<sup>th</sup> October 2024. The webinar recording and supporting materials can be accessed on the [LUCIA programme funding opportunity page](#).
- Through further programme engagement activities, including planned webinars and activities throughout the initial pilot network phase, we anticipate further engagement with the following sectors and groups:
  - Academia – Both Higher Education Institutions / Research Organisations (HEIs / ROs) and non-HEIs / Independent Research Organisations (IROs)
  - Practitioners from cultural, cultural policy and other relevant sectors (e.g. heritage, education etc.)
  - Community organisations and community researchers
  - People with expertise by experience
  - Third sector and voluntary organisations
  - Government departments, particularly MHCLG and DCMS
  - Policymakers

	<ul style="list-style-type: none"> <li>➤ Local, regional and national government, including metropolitan combined authorities (MCAs)</li> <li>➤ Private sector</li> <li>➤ Networks focused on inequality and cultural access</li> </ul> <p>As the networks will involve a broad range of external partners from our cities and urban environments community and beyond, and take into account both pre-existing and new partnerships, the Senior Investment Manager and Investment Manager are mindful of the importance of embedding EDI good practice at all stages of the LUCIA programme, from initial development to eventual delivery.</p>
<p>What data and consultation have you undertaken?</p>	<p><u>Internal</u></p> <ul style="list-style-type: none"> <li>• AHRC Cities portfolio analysis pinpointed ‘culture / identity / place’, ‘urban policy’, and ‘EDI’, as three of the most well-represented key themes in our portfolio. Across 233 funded awards between 2012 and 2022, 139 grants indicated a focus on culture / identity / place (59.7%), 106 identified strongly with urban policy (45.5%) and 68 grants highlighted an EDI focus (29.2%).</li> <li>• The AHRC Cities and Urban Environments Senior Investment Manager and Investment Manager have hosted two online scoping workshops and several 1-1 discussions in March and April 2024 to enable a diversity of voices to be at the heart of our decision-making and encourage co-design of our thematic priorities. Conversations centred on the importance of recognising culture is porous and pluralistic, the importance of democratising access to culture through pre-existing, institutional and emergent spaces, and the need to empower ownership and greater agency for marginalised voices across UK communities. In direct relation to the fellowship, conversations emphasised the need to make pathways more accessible between researchers and community groups, and policymakers at all levels. A synthesis of these conversations has been published as a <a href="#">workshop report</a>.</li> <li>• Several major AHRC programmes have provided invaluable context for the LUCIA programme. These include: <ul style="list-style-type: none"> <li>➤ Connected Communities Programme (2010-2019) – “Public value” from research is not about creating short term, instrumental partnerships it is about creating substantive conversations between the different sets of expertise and experience that university and community partners offer, and in so doing, enabling the core questions that both are asking to be reframed and challenged.’ (Keri Facer and Bryony Enright, <a href="#">Creating Living Knowledge: The Connected Communities Programme, community-university relationships and the participatory turn in the production of knowledge</a> (2016), p. 8.)</li> </ul> </li> </ul>

- Place Programme (2020 - Present) – ‘If place-based policies and practices are to be people centred, then a diversity of voices should be actively engaged in the process. However, it is not enough just to include more voices without collectively hearing and respecting the expertise that comes with lived, felt, and professional experience.’ (Rebecca Madgin and Elizabeth Robson, [Developing a People-Centred, Place-Led Approach: The Value of the Arts and Humanities](#) (2023), p. 26.)
- Creative Communities Programme (2022 – Present) – ‘While co-creation can help to empower communities, it can also worsen inequalities if context is not properly considered. Investing in overcoming these barriers – by rethinking funding, partnerships, and models of R&D - is crucial to harnessing the innovative potential of Arts and Humanities R&D today.’ (AHRC Creative Communities Deep Dive Report, [By All, For All: The Power of Partnership](#) (2023), p. 5.)
- In addition, the UKRI commissioned report from the Young Foundation’s Institute for Community Studies, on the subject of equitable research and innovation, has provided incredibly useful lessons for the development of the LUCIA programme:
 

‘Community’ is not homogenous, and neither are forms of ‘involvement’ for different community groups. What will address power imbalances in one context will not necessarily work in another. However, there are common needs and priorities that can be addressed in funding design – including ways to address structures for learning, capacity-building, pilot models, resources for partnership-building and testing, and accessibility and consolidation of knowledge for communities, not just for researchers.’ (Young Foundation’s Institute for Community Studies report, [‘An equitable future for research and innovation: Building sustained community involvement in knowledge production’](#) (2022), p. 7.).

External

  - The AHRC Cities and Urban Environments Senior Investment Manager and Investment Manager have researched a variety of external reports from across different sectors in relation to questions of equitable access to culture. This has included:
    - The [Cultural Cities Enquiry](#) (2018) and [Cultural Cities Recovery](#) (2020) reports highlight specific ‘Talent’ recommendations to increase the diversity of people who benefit from investment in culture, and also the broadening of talent pathways.

	<ul style="list-style-type: none"> <li>➤ Similar funding opportunities from other UK funders, particularly the Arts Council England’s Cultural Compact Initiative highlight the challenges regarding ‘Incorporation of Diversity and Inclusion perspectives within the Compact’s development and delivery’ and the need for further and expanded activity to address these issues (See Arts Council England, <a href="#">Review of the Cultural Compacts Initiative</a> (2020), p. 9).</li> <li>➤ The Local Government Association’s <i>Cornerstone of Culture</i> report recognises that public funding for culture underpins a complex and far broader creative ecosystem and emphasises that meaningful collaboration is key in building a ‘shared understanding of culture and place’ to ensure access to culture is truly for all (See Local Government Association, <a href="#">Cornerstones of Culture: Commission on Culture and Local Government</a> (2022), p. 13.).</li> <li>➤ The <a href="#">Key Cities 2023 ‘Culture and Place in Britain’</a> report highlights the importance of co-ordinated and co-designed responses to cultural access across UK urban areas. This includes key findings from AHRC-funded projects such as Professor Nicky Marsh’s <a href="#">‘And Towns’</a> research as part of the Where Next and Place programmes –</li> </ul> <p>‘Our research suggested that cultural decision making in towns is not representative of a wide or inclusive demographic. We recommend sharing models for practice-based research to enable creative and participatory decision-making and governance.’ (p. 130).</p>
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### Analysing your impact

In addition to data gathering and consultation, the guidance materials should be used to assist in identifying impacts on different groups.

<p>Are there <b>general or overarching impacts on multiple groups</b>? What actions will you take to increase positive impact, or reduce/mitigate negative impact?</p>	<p>The AHRC Cities and Urban Environments Senior Investment Manager and Investment Manager have sought to implement EDI good practice and principles throughout all stages of the planning and delivery of the programme including – scoping and planning, event management, application and call delivery, assessment, project delivery and post-award. We understand and recognise the need to be proactive, work collaboratively with our community and flexible in our approach to ensure the inclusive, sustainable and equitable aims of the LUCIA programme are delivered. We therefore intend to maintain and develop further the following interventions:</p>
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Programme scoping and planning

- Active dialogue with AHRC and UKRI colleagues regarding EDI priorities and feasibility for the programme. [AHRC's EDI Action Plan](#) to be consulted throughout the planning of the programme with particular reference to 'Objective 2: Advancing equality and inclusion through our investments and how we work'.
- Scoping activities including mapping of previous and ongoing AHRC investments with complementarity to the LUCIA programme, exploring opportunities to ensure intergenerational participation, scoping pre-existing networks in this research space, evaluating fair and transparent mechanisms for building equitable and sustainable partnerships across sectors, evaluating lessons learnt from previous AHRC and UKRI investments who have embedded experience with expertise as part of processes, and exploring ways to mitigate barriers and funding gaps for people from marginalised groups, different geographical locations and socio-economic status.
- Measures such as portfolio balancing may be implemented to ensure spread of collaborative grants funded across locations, disciplines, community groups, and approaches.
- Programme governance structures to incorporate EDI, sustainability and cross-sector representation as core tenets of activity to ensure EDI policies are co-designed equitably and adhered to across all LUCIA networks and activities.
- EDI action plans to be included as part of assessment stage and MEL framework for individual networks and overall programme, with implementation of lessons learnt from AHRC and UKRI investments who have included similar approaches.
- Programme timelines to be constructed with focus on mapping out sufficient time between the funding opportunity being announced, opened and closed. Call open time of six months to give applicants time and space to consider construction of application and the building of partnerships. Also taking into account impacts of a shorter timeframe for people with caring responsibilities or disabilities which may impact completion of application. Timeline dates to take into account any overlap with holiday / religious festivals.
- Timeline to include pre-announcement stage to raise awareness of funding opportunity as widely as possible and to encourage equitable partnerships to be created / co-created / mobilised ahead of the opening of the LUCIA call.

- Timeline to also include a notification of intent (NoI) stage to ensure that the composition of the assessment panel reflects the diversity of our community and enables potential networking opportunities for applicants.
- Ongoing collaboration with AHRC Operations team to discuss application, call and assessment stages. Appropriate time for assessment stages (assessment panel) to be built in to ensure panellists have sufficient time to review documentation, attend EDI and panel training, provide feedback etc.
- Non-standard application and eligibility requirements to be considered, taking into account whether any groups are likely to be disproportionately impacted.
- Expertise by experience panellists to be invited to assessment panel and asked to review all assessment criteria.
- Data collection and sharing – UKRI Data team contacted for advice on data collection.
- AHRC HEUH Team Head, and Cities Senior Investment Manager and Investment Manager, to undertake unconscious bias training as part of the preparation for application and assessment stages.

#### Event management

- Any LUCIA event planning to take into account school holiday and religious festival dates. Timings to also be considered for potential attendees who work part-time or are currently in different time-zones.
- Online scoping workshops and several 1-1 discussions held in March and April 2024 to enable a diversity of voices to be at the heart of our decision-making and encourage co-design of our thematic priorities.
- [Workshop report](#) shared with attendees for further feedback before wider publication.
- Multiple information webinars to be held while call is open to suit different availabilities and attract wider audiences in relation to themes such as public engagement and equitable partnership building.
- HEUH team to also work with AHRC and UKRI Public Engagement teams to hold webinar to raise awareness with public engagement professionals and practitioners. Collaboration with external partners and networks, including the [NCCPE](#), to promote the EDI and public engagement principles of the LUCIA programme.
- Call webinars to also be recorded to ensure access for people unable to attend.

- Events to be held online and / or a hybrid-style to ensure greater accessibility for those unable to attend in-person, unable to travel, those with caring responsibilities or disabled participants.
- Diverse representation of contributors from different communities and sectors at all LUCIA scoping and programme events.
- [Gender neutral language](#) to be used in all engagement opportunities with community.
- Access statements to be included in all invites, enabling the opportunity for all participants to discuss in confidence any specific needs and / or reasonable adjustments to be made to allow full participation in each event. HEUH shared inbox address to be included for Cities Senior Investment Manager and Investment Manager to pick up directly.
- Expectations to be clarified in invites, regarding participation in each event, how participants can feedback, and when attendees can expect to hear more about the parameters of the programme.
- Regular breaks to be incorporated as part of each event agenda, alongside sufficient changeover time.
- Event participations tools such as Mentimeter and Padlet to be evaluated for accessibility.
- Strategy for event participation from attendees to be devised, ensuring plan for interactive sessions, appropriate times for open discussion and Q&A, managing of offensive or sensitive comments, and flexibility of interactivity / different means of communication (e.g. voice, video, live and asynchronous text-based chat, upvoting, polls such as Mentimeter)
- British Sign Language (BSL) translation service to be utilised if necessary, and if requested by attendees.
- Human speech to text typists and / or electronic notetakers (e.g. [Just Sign](#)) to be included if required, to produce a live typed transcription alternative to Zoom's automatic transcription. This is to ensure support for deaf / deafened / hard of hearing participants.
- Feedback surveys to also be considered post-events.

Application and call

- Active dialogue with AHRC Public Engagement and Operations teams and UKRI Communications team to co-ordinate activities and address key EDI considerations throughout the application stage.
- Eligibility criteria to be made clear, with particular emphasis on ensuring project co-leads from cultural, cultural policy and civic discourse, among other relevant sectors, as well as representation from people with expertise by experience, must be included as part of network leadership teams. Co-leads from outside academic can be costed at 100% full economic cost (FEC) where justified, to ensure equitable representation and remuneration for different partners.
- Openness and transparency to also be reflected in outline of programme flexibility, i.e. supporting, ECRs and also applicants who have taken career breaks, come from outside academia, that need the ability to work flexibly.
- Access statements to be included in all publicity and full call text documentation published on the UKRI Funding Finder, enabling the opportunity for all participants to discuss in confidence any specific needs and / or reasonable adjustments to be made to allow full participation in the application stage. HEUH shared inbox address to be included for Cities Senior Investment Manager and Investment Manager to pick up directly.
- We will be open and transparent about the ability for award holders to take periods of leave and will sign post them to relevant [UKRI Terms & Conditions](#).
- Funding Finder text to be developed in collaboration with the AHRC Public Engagement and Operations teams and checked for accessibility, using the following guidelines for good practice:
  - Use Arial font, no smaller than 12pt.
  - Use headings and sub-headings in a clear structure.
  - Avoid underlining and use bolding for emphasis.
  - Bullet points should have a 6pt gap between spaces.
  - Consider colour scheme and impact on applicants with certain disabilities such as colour-blindness.
- Different formats for call text to be considered, with anticipation that it may be requested by applicants.
- [Gender neutral language](#) to be used in call materials and engagement with community.

- Expectations to be clarified in call text, regarding how applications will be assessed, whether feedback will be provided and if it can be requested, and when applicants can expect to hear outcomes.

#### Assessment

- EDI action plans to be included as part of assessment criteria to encourage consideration of EDI priorities within formation, operation and governance of networks.
- Panel dates to be considered to avoid any holidays / religious festivals and allow longer lead-in time for successful applicants in terms of start dates, while also allowing for appropriate time for reviews to be moderated appropriately and with due diligence.
- Ensure diverse representation for assessment panel, with specific focus on:
  - Gender equality
  - Ethnic diversity
  - Disability
  - Geographical location (e.g. all four regions of the UK if possible)
  - HEI/non-HEI split
  - People with expertise by experience
- Guidance to be updated to reflect any non-standard assessment approaches taken, and to reflect inclusion of expert by experience panellists, tailoring to their needs and outlooks.
- Access statements to be included in all invites sent to panellists, enabling the opportunity to discuss in confidence any specific needs and / or reasonable adjustments to be made to allow full participation in the assessment stage. HEUH shared inbox address to be included for Cities Senior Investment Manager and Investment Manager to pick up directly and discuss any potential reasonable adjustments and possible flexibility with assessment process.
- We will be open and transparent in panel documentation about the ability for award holders to take periods of leave and will sign post panellists to relevant [UKRI Terms & Conditions](#) for their awareness and understanding.
- [Gender neutral language](#) to be used in correspondence with panellists.
- Panel briefing to be provided with additional EDI training, to ensure panellists understand expectations and EDI focus of the LUCIA programme:

- Clear expectations for participation to be outlined in invites. Additional briefing materials and support to be provided on processes and responsibilities for expert by experience panellists.
- Strategy for event participation from panellists to be devised, ensuring plan for appropriate times for open discussion and Q&A, managing offensive or sensitive comments, and flexibility of interactivity/different means of communication (e.g. voice, video, live and asynchronous text-based chat, upvoting, polls such as Mentimeter).
- Regular breaks to be incorporated in to each event agenda, alongside sufficient changeover time.
- Briefing and EDI training to be recorded in case any panellists cannot attend. BSL translation service to be utilised if necessary, and if requested by panellists.
- Human speech to text typists and / or electronic notetakers (e.g. [Just Sign](#)) to be included to produce a live typed transcription alternative to Zoom's automatic transcription. This is to ensure support for deaf / deafened / hard of hearing participants.
- AHRC PMI team, AHRC's Peer Review College and UKRI EDI Caucus to be consulted about content of panel training activities and potential participation.
- Encourage feedback on briefing/training process from panellists.

- Assessment panel process to be safeguarded using the following measures:

- Ensuring panel meeting is held online, does not clash with any holidays / religious festival dates and is not arranged at an inappropriate time for any panellists (e.g. people who may have caring responsibilities) to ensure accessibility.
- Work closely with panel chair beforehand to agree approaches that are designed to minimize opportunities for bias and improve transparency of the decision-making process where feasible (bearing in mind any last-minute alterations).
- Bias statement to be read at the beginning of the panel meeting with specific reference to unconscious bias as a reminder for panellists.

	<p><u>Award and post-award</u></p> <ul style="list-style-type: none"> <li>• Network award holders to be made aware of the importance of inclusive work cultures, with key documentation to be signposted including: <ul style="list-style-type: none"> <li>➤ <a href="#">UKRI Good research resource hub</a></li> <li>➤ <a href="#">UKRI policy on the governance of good research practice (GRP)</a></li> <li>➤ <a href="#">The Concordat to Support Research Integrity</a></li> </ul> </li> <li>• <a href="#">UKRI's Terms and Conditions for Research Grants</a> to be clearly signposted to award-holders in advance of project start dates.</li> <li>• Any additional terms and conditions specific to the LUCIA programme to be agreed in advance of award start dates and circulated with award-holders ahead of time to ensure awareness and fair preparation. Cities Senior Investment Manager and Investment Manager to reiterate HEUH Inbox contact details in case of any award-holder queries.</li> <li>• Lead in time for award holders to be considered to allow flexibility and time for project leads to prepare for the commencement of each network, recruitment of teams etc.</li> <li>• Application success rates and EDI Action Plans to be reviewed after beginning of awards to consider if additional interventions are required to reach all eligible applicants in future and if EDI policies and principles are being adhered to.</li> </ul> <p>This EIA will be reviewed consistently during programme delivery and post-award to reflect on good practice, lessons learnt throughout the process and what could be improved for future calls and programmes.</p>
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### Protected characteristics

Protected characteristic	Positive impact or opportunity to benefit	Negative impact	Please explain the impact or why there is no impact including details of any evidence/data used	Detail actions taken/ that will be taken to increase positive or reduce negative impact (or why action is not possible). Detail how you plan to measure the

	Leave blank if there is no impact or unknown			relevant outcomes and outputs of your activity.
Age	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>*Potentially opportunity to benefit / create positive impacts:</p> <ul style="list-style-type: none"> <li>• Scoping and engagement activities – Inclusion of intergenerational considerations.</li> <li>• Cross-sector nature of networks + equitable partnership oversight could ensure a cross-section of age groups</li> <li>• Inclusion of expertise by experience</li> </ul> <p>*Potential barriers identified:</p> <ul style="list-style-type: none"> <li>• Unconscious bias in application and assessment stages</li> </ul>	<p>Possible actions:</p> <ul style="list-style-type: none"> <li>• Application stage – We will avoid asking for curriculum vitae (CV) / documentation that may lead to unconscious bias (e.g. postgraduate qualifications) and will recognise equivalent expertise and / or experience.</li> <li>• Assessment stage – Inclusion of non-standard application and flexible eligibility criteria to ensure inclusivity for ECRs and applicants at all career stages.</li> <li>• Assessment stage - Assessment panel members will not have access to age data during assessment stage.</li> <li>• Assessment stage - EDI action plans to be included as part of assessment criteria to encourage consideration of EDI priorities within formation, operation and governance networks.</li> </ul>
Disability	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>*Potentially opportunity to benefit / create positive impacts:</p> <ul style="list-style-type: none"> <li>• Cross-sector nature of programme and focus on urban cultural access will</li> </ul>	<p>Potential actions:</p> <ul style="list-style-type: none"> <li>• We recognise diversity within diversity and will be supporting flexibility and providing reasonable</li> </ul>



			<p>encourage active engagement with disability groups.</p>	<p>adjustment options at every stage of LUCIA programme delivery.</p> <ul style="list-style-type: none"> <li>• Importance of language and appreciation of social model of disability.</li> <li>• Communication - We will provide space for applicants / panellists / award-holders to share any specific needs so reasonable adjustments can be considered and made wherever possible.</li> <li>• We also recognise time is important here – How long the call is open, how long we give for assessment panel activities, flexibility during the network awards.</li> <li>• Assessment stage - EDI action plans to be included as part of assessment criteria to encourage consideration of EDI priorities within formation, operation and governance networks.</li> <li>• AHRC advocates the importance of ensuring researchers / research teams we fund have access to inclusive research environments as outlined by the Researcher Development Concordat, where the needs of the individual are considered and supported e.g. supporting researchers to work flexibly and in a hybrid way. This is outlined in <a href="#">AHRC's Research Funding Guide</a> (p. 25) and <a href="#">UKRI's</a></li> </ul>
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				<a href="#">webpage on disability and accessibility support for applicants and grant holders.</a>
Gender reassignment (Trans identity)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>*Potential barriers identified:</p> <ul style="list-style-type: none"> <li>• Period of leave might be needed for reassignment / recovery. This might impact ability to apply within specified timeframe and might require period of leave in delivery phase of project.</li> <li>• Misuse of pronouns.</li> <li>• Physical environments need to be inclusive e.g. gender neutral bathrooms are available.</li> </ul>	<p>Potential actions:</p> <ul style="list-style-type: none"> <li>• We recognise diversity within diversity and will be supporting flexibility and providing reasonable adjustment options at every stage of LUCIA programme delivery.</li> <li>• Communication – We will provide space for applicants / panellists / award-holders to share any specific needs so reasonable adjustments can be considered and made wherever possible.</li> <li>• We also recognise time is important here – How long the call is open, how long we give for assessment panel activities, flexibility during the network awards.</li> <li>• Consistent use of gender-neutral language.</li> <li>• Assessment stage - EDI action plans to be included as part of assessment criteria to encourage consideration of EDI priorities within formation, operation and governance networks.</li> <li>• AHRC advocates the importance of ensuring researchers / research teams we fund have access to inclusive research environments as</li> </ul>

				<p>outlined by the Researcher Development Concordat, where the needs of the individual are considered and supported e.g. supporting researchers to work flexibly and in a hybrid way. This is outlined in <a href="#">AHRC's Research Funding Guide</a> (p. 25).</p>
<p>Marriage or civil partnership</p>	<input type="checkbox"/>	<input type="checkbox"/>	<p>*Expected to be neutral but can still take action:</p> <ul style="list-style-type: none"> <li>• There may be challenges to delivering research in a certain geographical location.</li> </ul>	<p>Potential actions:</p> <ul style="list-style-type: none"> <li>• Events – Support co-ordination of online and hybrid events.</li> <li>• Assessment stage – Support ability of panellists to join panel activities via online / hybrid options.</li> <li>• Assessment stage - EDI action plans to be included as part of assessment criteria to encourage consideration of EDI priorities within formation, operation and governance networks.</li> <li>• AHRC advocates the importance of ensuring researchers / research teams we fund have access to inclusive research environments as outlined by the Researcher Development Concordat, where the needs of the individual are considered and supported e.g. supporting researchers to work flexibly and in a hybrid way. This is outlined in <a href="#">AHRC's Research Funding Guide</a> (p. 25).</li> </ul>

Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<p>*Expected to be neutral but can still take action:</p> <ul style="list-style-type: none"> <li>• Pregnancy is 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 application deadline / deliver within project timeframes.</li> <li>• If someone is on maternity leave, they might be on leave within application timeframes, or there might be anxiety about whether they are permitted to take maternity leave during lifecycle of grant.</li> </ul>	<p>Potential actions:</p> <ul style="list-style-type: none"> <li>• We will support hybrid ways of working throughout the programme.</li> <li>• Communication - We will provide space for applicants / panellists / award-holders to share any specific needs so reasonable adjustments can be considered and made wherever possible.</li> <li>• Time is important here – How long the call is open, how long we give for assessment panel activities, flexibility during the awards.</li> <li>• Assessment stage - EDI action plans to be included as part of assessment criteria to encourage consideration of EDI priorities within formation, operation and governance networks.</li> <li>• UKRI standard research grant T&amp;Cs give award holders right to take maternity leave within life-time of grant. UKRI will reimburse costs incurred by hosting HEI to cover any additional net parental leave costs that cannot be met within the announced grant cash limit including Statutory Maternity pay. See RGC 8.3.1 in <a href="#">UKRI Full Economic Costing (fEC) Standard Terms and Conditions of Grant</a> (p. 12).</li> <li>• AHRC advocates the importance of ensuring researchers / research</li> </ul>
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				<p>teams we fund have access to inclusive research environments as outlined by the Researcher Development Concordat, where the needs of the individual are considered and supported e.g. supporting researchers to work flexibly and in a hybrid way. This is outlined in <a href="#">AHRC's Research Funding Guide</a> (p. 25).</p>
Race	☒	☒	<p>*Potential positive impact:</p> <ul style="list-style-type: none"> <li>• Cross-sector nature of programme and focus on cultural access provides significant opportunities to encourage active engagement with minoritised and / or marginalised groups.</li> </ul> <p>*Potential barriers identified:</p> <ul style="list-style-type: none"> <li>• Potential negative impact of under – representation of participants from minoritised and / or marginalised groups.</li> </ul>	<p>Potential actions:</p> <ul style="list-style-type: none"> <li>• Positive action will be considered if there is sufficient evidence to support decision making in accordance with our commitment to support an inclusive R&amp;I system as stated in AHRC's EDI Action plan under objectives 1 &amp; 2.</li> <li>• We recognise diversity within diversity and will be supporting flexibility and providing reasonable adjustment options at every stage of LUCIA programme delivery.</li> <li>• Consistent use of appropriate language – We will consult community partners to understand preferred language and be sensitive to specific advice and needs.</li> <li>• Assessment stage - EDI action plans to be included as part of assessment criteria to encourage consideration of</li> </ul>

				<p>EDI priorities within formation, operation and governance networks.</p> <ul style="list-style-type: none"> <li>AHRC advocates the importance of ensuring researchers / research teams we fund have access to inclusive research environments as outlined by the Researcher Development Concordat, where the needs of the individual are considered and supported e.g. supporting researchers to work flexibly and in a hybrid way. This is outlined in <a href="#">AHRC's Research Funding Guide</a> (p. 25).</li> </ul>
Religion or belief	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>*Potential barriers identified and will be acted on:</p> <ul style="list-style-type: none"> <li>Applicants who are observing certain faith festivals, celebrations, practice might face challenges engaging with application / delivering within certain grant timeframes</li> </ul>	<p>Potential actions:</p> <ul style="list-style-type: none"> <li>We will avoid overlaps with religious festivals, celebrations practices etc. when planning programme, call deadlines, programme events and assessment panel etc.. We will also support hybrid ways of working throughout the programme.</li> <li>We recognise diversity within diversity and will be supporting flexibility and providing reasonable adjustment options at every stage of LUCIA programme delivery.</li> <li>Communication – We will provide space for applicants / panellists / award-holders to share any specific needs so reasonable adjustments</li> </ul>

				<p>can be considered and made wherever possible.</p> <ul style="list-style-type: none"> <li>• We also recognise time is important here – How long the call is open, how long we give for assessment panel activities, flexibility during the network awards.</li> <li>• Assessment stage - EDI action plans to be included as part of assessment criteria to encourage consideration of EDI priorities within formation, operation and governance of networks.</li> <li>• Emphasise UKRI T&amp;Cs which make clear the right to take period of leave / absence / ask for an extension.</li> <li>• AHRC advocates the importance of ensuring researchers / research teams we fund have access to inclusive research environments as outlined by the Researcher Development Concordat, where the needs of the individual are considered and supported e.g. supporting researchers to work flexibly and in a hybrid way. This is outlined in <a href="#">AHRC's Research Funding Guide</a> (p. 25).</li> </ul>
Sexual orientation	<input type="checkbox"/>	<input type="checkbox"/>	*Expected to be neutral but can still take action.	<p>Potential action:</p> <ul style="list-style-type: none"> <li>• Consistent use of appropriate language.</li> </ul>

				<ul style="list-style-type: none"> <li>• Assessment stage - EDI action plans to be included as part of assessment criteria to encourage consideration of EDI priorities within formation, operation and governance networks.</li> <li>• AHRC advocates the importance of ensuring researchers / research teams we fund have access to inclusive research environments as outlined by the Researcher Development Concordat, where the needs of the individual are considered and supported e.g. supporting researchers to work flexibly and in a hybrid way. This is outlined in <a href="#">AHRC's Research Funding Guide</a> (p. 25).</li> </ul>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<p>*Expected to be neutral (see points on pregnancy / maternity and gender reassignment: trans identity) but can still take action:</p> <ul style="list-style-type: none"> <li>• An applicant might have health issues related to their sex (gender) which could impact their ability to participate in application process / delivery of project e.g. a woman's menstrual health and stage in life can impact their health in a myriad of ways.</li> </ul>	<p>Potential actions:</p> <ul style="list-style-type: none"> <li>• Communication - We will provide space for applicants / panellists / award-holders to share any specific needs so reasonable adjustments can be considered and made wherever possible.</li> <li>• Time is important here – How long the call is open, how long we give for assessment panel activities, flexibility during the awards.</li> <li>• Assessment stage - EDI action plans to be included as part of assessment criteria to encourage consideration of EDI priorities within formation, operation and governance networks.</li> </ul>





				<ul style="list-style-type: none"><li>• Emphasise UKRI T&amp;Cs which make clear the right to take period of leave / absence / ask for an extension and flexibility of working.</li><li>• AHRC advocates the importance of ensuring researchers / research teams we fund have access to inclusive research environments as outlined by the Researcher Development Concordat, where the needs of the individual are considered and supported e.g. supporting researchers to work flexibly and in a hybrid way. This is outlined in <a href="#">AHRC's Research Funding Guide</a> (p. 25).</li></ul>
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**Additional characteristics**

Additional characteristics	Positive impact or opportunity to benefit	Negative impact	Please explain the impact including details of any evidence/data used	Detail actions taken/ that will be taken to increase positive or reduce negative impact (or why action is not possible).
	Leave blank if there is no impact or unknown			
Geographical location and place (consider UK and international offices)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>*Potential barriers identified:</p> <ul style="list-style-type: none"> <li>• Potential negative impact of under – representation of participants from across the UK (both concentration of geographical location but also HEIs / non-HEIs).</li> <li>• Could be challenging for a range of people to participate with in person events, delivery of project in specific geographical areas.</li> </ul>	<p>Potential actions:</p> <ul style="list-style-type: none"> <li>• We recognise diversity within diversity and will be supporting flexibility and providing reasonable adjustment options at every stage of LUCIA programme delivery.</li> <li>• We will support hybrid ways of working throughout the programme.</li> <li>• Communication - We will provide space for applicants / panellists / award-holders to share any specific needs so reasonable adjustments can be considered and made wherever possible.</li> <li>• Assessment stage – portfolio balancing - This funding opportunity is intended to offer a coordinated UK-wide investment, with a spread of collaborative grants funded across locations, disciplines, community groups, and approaches. The panel will be empowered to recommend the strongest overall</li> </ul>



				<p>portfolio of proposals that provide the greatest added value. A sub-panel may be convened to consider the applications deemed fundable by the assessment panel and may decide on the final portfolio of applications to be funded. AHRC will make the final funding decision and reserves the right to modify the assessment process as needed.</p> <ul style="list-style-type: none"> <li>• Assessment stage - EDI action plans to be included as part of assessment criteria to encourage consideration of EDI priorities within formation, operation and governance networks.</li> <li>• AHRC advocates the importance of ensuring researchers / research teams we fund have access to inclusive research environments as outlined by the Researcher Development Concordat, where the needs of the individual are considered and supported e.g. supporting researchers to work flexibly and in a hybrid way. This is outlined in <a href="#">AHRC's Research Funding Guide</a> (p. 25).</li> </ul>
Socio-economic status	☒	☒	*Potentially positive impact:	Potential actions:

			<ul style="list-style-type: none"> <li>• Cross-sector nature of programme and focus on cultural access presents opportunities to encourage community engagement from a cross-section of society.</li> <li>• Inclusion of expert by experience voices throughout the programme.</li> </ul> <p>*Potential barriers also identified:</p> <ul style="list-style-type: none"> <li>• Could be challenging for a range of people to participate with in-person events, delivery of project in specific geographical areas.</li> <li>• Costs associated with participation of application / project.</li> </ul>	<ul style="list-style-type: none"> <li>• We will support hybrid ways of working throughout the programme.</li> <li>• Communication - We will provide space for applicants / panellists / award-holders to share any specific needs so reasonable adjustments can be considered and made wherever possible.</li> <li>• Time is important here – How long the call is open, how long we give for assessment panel activities, flexibility during the awards.</li> <li>• Application stage – We will encourage applicants to demonstrate equitable co-creation and co-production with community partners and people with expertise by experience, and clearly identify any barriers to access for those participants.</li> <li>• Application stage – We will avoid asking for CV / documentation that may lead to unconscious bias (e.g. postgraduate qualifications) and will recognise equivalent expertise and / or experience.</li> <li>• Assessment stage - EDI action plans to be included as part of assessment criteria to encourage consideration of EDI priorities within formation, operation and governance networks.</li> <li>• Assessment stage - Expertise by experience panellists to be invited to</li> </ul>
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				<p>assessment panel and asked to review all assessment criteria.</p> <ul style="list-style-type: none"> <li>• AHRC advocates the importance of ensuring researchers / research teams we fund have access to inclusive research environments as outlined by the Researcher Development Concordat, where the needs of the individual are considered and supported e.g. supporting researchers to work flexibly and in a hybrid way. This is outlined in <a href="#">AHRC's Research Funding Guide</a> (p. 25).</li> </ul>
Education background	<input type="checkbox"/>	<input type="checkbox"/>	*Expected to be neutral but can still take action.	<p>Potential actions:</p> <ul style="list-style-type: none"> <li>• Reinforce standard AHRC eligibility criteria which states project leads can apply with PhD-equivalent experience. See <a href="#">Section 2: Eligibility (p. 13) of AHRC Research Funding Guide</a>.</li> <li>• Application stage – We will make it clear that project co-leads from cultural, cultural policy and other relevant sectors, as well as representation from people with expertise by experience, must be included as part of network leadership teams to encourage equitable representation and remuneration for different partners. Co-leads from outside of academia can be costed at 100% FEC where justified.</li> </ul>



				<ul style="list-style-type: none"><li>• Application stage – We will avoid asking for CV / documentation that may lead to unconscious bias (e.g. postgraduate qualifications) and will recognise equivalent expertise and / or experience.</li><li>• Assessment stage – Inclusion of non-standard application and flexible eligibility criteria to ensure inclusivity for ECRs and applicants at all career stages.</li><li>• Assessment stage - EDI action plans to be included as part of assessment criteria to encourage consideration of EDI priorities within formation, operation and governance networks.</li><li>• Assessment stage - Expertise by experience panellists to be invited to assessment panel and asked to review all assessment criteria.</li><li>• AHRC advocates the importance of ensuring researchers / research teams we fund have access to inclusive research environments as outlined by the Researcher Development Concordat, where the needs of the individual are considered and supported e.g. supporting researchers to work flexibly and in a hybrid way. This is outlined in <a href="#">AHRC's Research Funding Guide</a> (p. 25).</li></ul>
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Parent/guardian responsibilities	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>*Potential barriers identified:</p> <ul style="list-style-type: none"> <li>• Could be challenging to participate with in person activity / activity within certain timeframes e.g. school pick up / school holidays.</li> </ul>	<p>Potential actions:</p> <ul style="list-style-type: none"> <li>• We will avoid overlaps with religious festivals, celebrations practices etc. when planning programme, call deadlines, programme events and assessment panel etc.. We will also support hybrid ways of working throughout the programme.</li> <li>• Communication - We will provide space for applicants / panellists / award-holders to share any specific needs so reasonable adjustments can be considered and made wherever possible.</li> <li>• Time is important here – How long the call is open, how long we give for assessment panel activities, flexibility during the awards.</li> <li>• Assessment stage - EDI action plans to be included as part of assessment criteria to encourage consideration of EDI priorities within formation, operation and governance networks.</li> <li>• AHRC advocates the importance of ensuring researchers / research teams we fund have access to inclusive research environments as outlined by the Researcher Development Concordat, where the needs of the individual are considered and supported e.g. supporting researchers to work</li> </ul>
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				flexibly and in a hybrid way. This is outlined in <a href="#">AHRC's Research Funding Guide</a> (p. 25).
Carer/parent carer responsibilities	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>*Potential barriers identified:</p> <ul style="list-style-type: none"> <li>• Could be challenging to participate with in person activity / activity within certain timeframes as will impact carer responsibilities.</li> </ul>	<p>Potential actions:</p> <ul style="list-style-type: none"> <li>• We will support hybrid ways of working throughout the programme.</li> <li>• Communication - We will provide space for applicants / panellists / award-holders to share any specific needs so reasonable adjustments can be considered and made wherever possible.</li> <li>• Time is important here – How long the call is open, how long we give for assessment panel activities, flexibility during the awards.</li> <li>• Assessment stage - EDI action plans to be included as part of assessment criteria to encourage consideration of EDI priorities within formation, operation and governance networks.</li> <li>• AHRC advocates the importance of ensuring researchers / research teams we fund have access to inclusive research environments as outlined by the Researcher Development Concordat, where the needs of the individual are considered and supported e.g. supporting researchers to work flexibly and in a hybrid way. This is</li> </ul>



				outlined in <a href="#">AHRC's Research Funding Guide</a> (p. 25).
Political opinion (Northern Ireland only)	<input type="checkbox"/>	<input type="checkbox"/>	<p>*Expected to be neutral but will continue to assess.</p> <p>The political opinion of applicants / assessors will not form part of any application / assessment criteria.</p>	<p>Potential actions:</p> <ul style="list-style-type: none"> <li>• Communication - We will provide space for applicants / panellists / award-holders to share any specific needs so reasonable adjustments can be considered and made wherever possible.</li> <li>• AHRC advocates the importance of ensuring researchers / research teams we fund have access to inclusive research environments as outlined by the Researcher Development Concordat, where the needs of the individual are considered and supported e.g. supporting researchers to work flexibly and in a hybrid way. This is outlined in <a href="#">AHRC's Research Funding Guide</a> (p. 25).</li> </ul>
Other characteristics	<input type="checkbox"/>	<input type="checkbox"/>	*Expected to be neutral but can still take action.	<p>Potential actions:</p> <ul style="list-style-type: none"> <li>• Communication - We will provide space for applicants / panellists / award-holders to share any specific needs so reasonable adjustments can be considered and made wherever possible.</li> <li>• AHRC advocates the importance of ensuring researchers / research teams we fund have access to inclusive research environments as outlined by the Researcher</li> </ul>



				Development Concordat, where the needs of the individual are considered and supported e.g. supporting researchers to work flexibly and in a hybrid way. This is outlined in <a href="#">AHRC's Research Funding Guide</a> (p. 25).
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Continued below...

## Evaluation

Final Decision:	Select the relevant box	Include any explanation / justification required
1. No negative or positive impact identified; therefore, activity will <b>proceed</b> .	<input type="checkbox"/>	
2. <b>Adapt or change</b> the activity in a way which you think will eliminate negative impact or promote equality.	<input checked="" type="checkbox"/>	Potential barriers have been recognised with a range of measures identified to mitigate and / or eliminate negative impacts for protected characteristic and additional characteristic groups across the interconnected stages of the LUCIA programme.
3. <b>Stop</b> the activity because the evidence shows bias or negative impact towards one or more groups.	<input type="checkbox"/>	
4. Barriers and impact identified, however having considered all available options carefully, there appear to be no other proportionate ways to achieve the activity (e.g. in <b>extreme cases</b> or where <b>positive action</b> is taken). Therefore, you are going to <b>proceed with caution</b> with this activity knowing that it may favour some people less than others, providing justification for this decision.	<input type="checkbox"/>	

Continued below...



**Review and sign off**

<p><b>What are the arrangements for monitoring and reviewing the impact of your activity?</b></p>	<p>Regular reviews of the EIA will be completed throughout the timeline of the LUCIA programme. In particular, the EIA and the measures taken in practice will be evaluated at each stage (i.e. programme scoping and planning, event management, application and call, assessment, project start and post-award) and after planned events, webinars and assessment panel training activities to ensure we can feed lessons learnt back into future aspects of the programme.</p>
<p><b>Next review date:</b></p>	<p>24/04/2025</p>
<p><b>Will this EIA be published? * Yes/Not required</b></p>	<p>Yes</p>
<p><b>Point of contact</b></p>	<p>Please contact Emily Bultitude (Senior Investment Manager, Cities and Urban Environments portfolio) and James Phillips (Investment Manager, Cities and Urban Environments portfolio) via the AHRC's Health, Environment and Urban Humanities (HEUH) team inbox:</p> <p><a href="mailto:heuh@ahrc.ukri.org">heuh@ahrc.ukri.org</a></p> <p>For LUCIA programme enquiries, please include 'LUCIA' in the subject line of your email.</p>
<p><b>Signed off by (name and date):</b></p>	<p>Lucy Hackett (HEUH Team Head), Lucie Kanaa (AHRC EDI Lead) – Signed off 22<sup>nd</sup> August 2024.</p>



### Change log

Name	Date	Version	Change
James Phillips	22/08/2023	1	Original draft copy
James Phillips	22/11/2023	2	Revised to reflect further funding considerations
James Phillips	05/01/2024	3	Revised to reflect LUCIA scoping workshop considerations
James Phillips	27/08/2024	4	Revised to align with LUCIA network opportunity on UKRI Funding Finder
James Phillips	17/02/2025	5	Revised to align with LUCIA fellowship opportunity on UKRI Funding Finder