

Newton International Fellowships 2024

The following scheme notes set out the eligibility and application process of the Royal Society Newton International Fellowships 2024. Please read through the entire document before proceeding with an application.

Contents

Contents	1
1 Overview	2
1.1 Background	2
1.2 Aims of the Scheme	2
1.3 Subjects Covered	2
1.4 Duration and Start of Fellowship	2
1.5 Global Talent Visa	3
1.6 Alumni Follow-on Funding.....	3
1.7 ISPF-Funded and Privately-Funded Fellowships.....	3
2 Timetable	3
3 Finance	4
3.1 Total Funding Available.....	4
3.2 Programme Specific Funding Rules	4
4 Eligibility	4
4.1 Applicant Eligibility	4
4.2 Host Organisation Eligibility	6
4.3 UK Sponsor Eligibility	6
4.4 Commitments from the Host Organisation	7
5 Assessment Criteria and Review Process	7
5.1 Assessment Criteria	7
5.2 Review Process.....	8
6 References and Participants	9
6.1 How to invite referees and participants to contribute to an application.....	9
7 Contact Information	11
8 Use of Data	11
9 Use of generative AI	12
10 System Guidance Notes	12
10.1 Using Flexi-Grant ®.....	12
10.2 ORCID Identifier	12
10.3 Completing the application form.....	13
11 Application Guidance Notes	14
11.1 Application Approvals.....	14
11.2 Question Guidance	14

1 Overview

1.1 Background

The Newton International Fellowship programme provides support for outstanding early career researchers to make a first step towards developing an independent research career through gaining experience across international borders. The fellowships will enable researchers to access expertise, gain new perspectives and build long-lasting collaborative relationships. The fellowship provides two years of funding to attract international early career researchers to establish and conduct their research in a UK host organisation. Newton International Fellowships are made available by The Royal Society and British Academy.

1.2 Aims of the Scheme

The overarching aim of the Newton International Fellowship programme is to attract and retain emerging talent in the UK and build a globally connected, mobile research and innovation workforce. The objectives are to:

- i. Attract talented International early career researchers to establish and conduct their research in the UK;
- ii. Support early career researchers to pursue high-quality and innovative lines of research;
- iii. Provide opportunities to acquire new skills and knowledge through training and career development;
- iv. Foster long-term relationships through networking opportunities and the Newton International Fellowships alumni programme.

1.3 Subjects Covered

Research must be within the Royal Society's remit of natural sciences, which includes but is not limited to biological research, chemistry, engineering, mathematics, and physics. For a full list, please see [our guidance page](#).

Submissions from clinically qualified scientists may be considered. The Society does not support clinical or interventional research on humans at the individual or group level, social sciences, or humanities, unless otherwise stated.

If there is any doubt about the eligibility of a project, contact the Grants team via info@newtonfellowships.org.

Applicants for social sciences and humanities should apply to the [British Academy](#).

1.4 Duration and Start of Fellowship

Approximate number of Fellowships offered: 37

Fellowships are expected to commence by March 2025.

Awards cannot start before 01 October 2024. A start date of the first of the month is preferred. Fellowships will be held for two years on a full-time basis.

Flexibility during the Fellowship: The Newton International Fellowship is a flexible award. It can be held on either a full-time or on a part-time basis for health reasons or caring responsibilities. There is also provision for maternity, paternity, shared parental leave, adoptive or extended sick leave as well as financial support for childcare costs that arise from attending conferences etc.

1.5 Global Talent Visa

Royal Society Newton International Fellows requiring a visa to work in the UK are eligible to apply for a Global Talent Visa under the Fast-tracked process of endorsement. In line with the highly prestigious nature of the award, the Global Talent visa route is designed for people who are internationally recognised as potential leaders and enables the holder to be both adaptable and flexible during their research in the UK. Further details can be found on the Royal Society's website <https://royalsociety.org/global-talent-visa/fellowships/>.

1.6 Alumni Follow-on Funding

Royal Society Newton International Fellows may also be eligible to receive Alumni follow-on funding following the tenure of their Fellowship to support networking activities with UK-based researchers. Information regarding the Follow-on Alumni funding will be sent to Newton International Fellows during the Fellowship.

1.7 ISPF-Funded and Privately-Funded Fellowships

Newton International Fellowships are open to applicants anywhere in the world.

The Royal Society also has funding through the International Science Partnerships Fund to support five additional Newton International Fellowships for applicants applying from Switzerland (included in the 37 above).

In addition to the Newton International Fellowships, the K.C. Wong Education Foundation have generously provided the Royal Society with private funding to support two additional Fellowships for Chinese nationals applying from China. Due to the limited budget of the Newton International Fellowship scheme, it is not possible to support all the high-quality applications that we receive, and the private funding enables the Royal Society to fund further Fellowships. It is not possible to apply for the privately funded Fellowships directly; candidates will be selected from the applications submitted to the Newton International Fellowship scheme based on the scheme assessment criteria. Selected candidates will be named as "Royal Society – K.C. Wong International Fellows" rather than "Newton International Fellows".

These Fellowships are for a continuous duration of two years, for the project as outlined in the Newton International Fellowship application, and the value of award and benefits received will be the same.

2 Timetable

Opening date	Tuesday, 23 January 2024
Closing Date	Wednesday, 13 March 2024, 15:00 (UK Time)
Expected results	August 2024

3 Finance

3.1 Total Funding Available

Applicants are permitted to apply for up to £280,000. This is a maximum value over two years (i.e., the total contribution requested from the Society may not exceed £280,000, excluding visa and relocation costs).

Funding can cover:

- Basic salary costs as set by the host institution and associated on-costs
- Research expenses
- Relocation and visa costs for Newton International Fellow and their dependents (partner and children). The total grant cap may be exceeded in order to cover relocation/visa costs if this is well justified in the application
- Estate costs and indirect costs

Core Funding Rules can be found on the [Grants policies and positions | Royal Society](#) website page (in section 1, you can find a PDF document outlining Core Funding Rules). **Please note that in instances where Core Funding Rules are in conflict with Programme Specific Funding rules, the Programme Specific Funding Rules documented below always take precedence.**

3.2 Programme Specific Funding Rules

Ineligible costs for Newton International Fellowships are:

- Other research staff salaries
- PhD studentship stipends and fees

4 Eligibility

4.1 Applicant Eligibility

- Applicants must have a PhD or be in the final stage of their PhD provided that it will be completed (including viva) before the start date of the fellowship. Confirmation of award of the PhD will be required before any fellowship award is confirmed.
- Applicants should have no more than seven years active full-time postdoctoral experience at the time of application, including teaching experience, time spent in industry on research, honorary positions and/or visiting researcher positions. Career breaks must be clearly detailed and explained in the application, for example “Start and end dates - career break – maternity/paternity leave”.
- Applicants should be working outside the UK and should not hold UK citizenship at the time of application.
- Applicants who are not currently employed are still eligible.
- Applications from individuals who have not studied or worked in the UK previously are encouraged as the scheme aims to establish new links between the applicant and the UK.
- Individuals already living, working, or undertaking research in the UK are **not** eligible to apply.
- Individuals working outside the UK but employed by a UK organisation are also **not** eligible to apply.

- Individuals who have lived, worked or undertaken research in the UK in the 12 months prior to the application deadline are **not** eligible to apply, with the exception of short-term visits of less than three months in total and applicants who are refugees in the UK according to the Geneva Convention.
- Applicants who completed their PhD at a UK organisation must have been working and based outside the UK **for at least one year** at the deadline for the application.
- Applicants proposing to return to their UK-based PhD organisation and/or PhD supervisor or to their postdoctoral supervisor will normally be considered to be ineligible and so applicants must have exceptional reasons for proposing to do so. A justification for returning will be required in the application form, typically the Panel will require appropriate scientific justification for the return.
- Proposed Fellowships must be carried out in the UK at the UK host organisation for the duration of the Fellowship.
- Applicants must be competent in oral and written English. The applicant must confirm their competency on the application form and the UK Sponsor needs to include the applicant's competency in their supporting statement.
- Individuals who have previously been in receipt of a Newton International Fellowship are not permitted to apply again.

The Society appreciates that there are diverse research career paths and understands the challenges of managing a research career alongside other personal commitments. When reviewing applicants' eligibility and research experience, the Society will consider time spent outside the research environment (e.g., time away due to personal reasons such as maternity, paternity, shared parental and adoptive leave or other caring responsibilities; ill-health or working in a non-research environment/role, such as industry).

Furthermore, where applicants have taken formal periods of maternity, paternity, shared parental, and adoptive leave as the primary carer (either the mother, father, partner, or adopter), or extended sick leave, the Society will allow an additional amount of time on top of each period of leave when assessing eligibility. Each case will be considered individually as per guidelines below:

- Maternity, paternity, shared parental leave and adoptive leave: In addition to the actual time taken off work, an additional amount of time equivalent to 100% of the duration of leave taken will be added on top, up to a maximum of 6 months.

Example 1: If an applicant took 4 months leave, an additional 4 months would be added, and a total of 8 months would be deducted.

Example 2: If an applicant took 18 months leave, an additional 6 months would be added (maximum additional time allowed) and a total of 24 months would be deducted.

- Extended sick leave (defined as more than four weeks off work, as per the UK Government's definition): In addition to the actual time taken off work, an additional amount of time equivalent to 100% of the duration of leave taken will be added on top, up to a maximum of 6 months. As with the parental leave, cases will be considered individually, and the host institution may need to confirm that the applicant qualifies for this provision. Supporting documents may be requested at the Society's discretion. The Society reserves the right to consider individual requests outside of the outlined policy in exceptional circumstances.

The Royal Society recognises that diversity is essential for delivering excellence in science, technology, engineering and mathematics (STEM). The Society wants to encourage applications from the widest range of backgrounds, perspectives and experiences to maximise innovation and creativity in science for the benefit of humanity. We regularly review and revise policies and processes to embed EDI principles in all aspects of the grant making process and ensure all talented applicants have an equitable chance to succeed as per the

assessment criteria. See below for details of adjustments we can provide for disabled applicants and grant-holders.

Support to applicants with disabilities: The Royal Society welcomes applications from disabled applicants and provides adjustments to ensure that they can participate fully in the selection process. If you need an adjustment when accessing the application form, attending interviews if applicable, or for any other part of the application process, please contact the Grants team on info@newtonfellowships.org or call +44 20 7451 2666. Adjustments can include but not limited to:

- Extension of the deadline;
- Additional support to complete the application form;

The Grants team will be pleased to answer questions about eligibility and/or points covered in this section.

4.2 Host Organisation Eligibility

Eligible host organisations are a university or not-for-profit research institution. Ineligible organisations include industrial, private, and commercial organisations, university spin-out companies, and governmental bodies. For information on eligible UK host organisations please see [Making a grant application | Royal Society](#)

Eligible Fieldwork

- Applicants cannot conduct their research outside the UK, but short fieldwork trips abroad may be possible where appropriate.
- Short fieldwork trips abroad must **not normally total more than one month per annum**. Please note that fieldwork is defined as “(practical) gathering of material or data specifically for the Newton International Fellowship project”.

4.3 UK Sponsor Eligibility

All Applications are developed with the support of a UK sponsor.

The Sponsor should work with the lead applicant to develop the project proposal and **should provide mentoring, support, and guidance throughout the duration of the award**. Sponsors are not eligible for any funding and are not to utilise an award as an opportunity to extend their own research.

It is essential that there is contact and discussion between the UK-based Sponsor and applicant prior to an application being submitted. This should lead to a clearly defined research proposal and a clear understanding of the needs of the award holder and the responsibilities of the Sponsor.

- The UK Sponsor must be an established independent researcher of at least postdoctoral status and must make all the necessary practical and administrative arrangements for the Fellowship.
- The UK Sponsor must hold a permanent or fixed term contract in an eligible host organisation. In the case of fixed term contracts, employment must continue for at least the duration of the project.
- The Sponsor should provide mentoring and guidance throughout the duration of the fellowship. The Newton International Fellowships are aimed to promote independence in the fellow; however, the Sponsor is expected to support in the development of the project proposal, and throughout its delivery when required.

Prior contact with the UK Sponsor

- Contact between the UK Sponsor and lead applicant prior to the application is essential.
- **Please note that the Royal Society will not be able to assist in identifying a UK Sponsor.**
- Lead applicants may only submit one application in a round. The application must be with only one UK Sponsor at a UK host organisation.

4.4 Commitments from the Host Organisation

Through a statement of support, the Head of Department will need to confirm, on behalf of the UK Host Organisation, their ability to comply with the Conditions of Award and associated Policies and Positions should the application be successful, as well as meet any obligations specific to the Fellowship. Most notably, these include:

- **Concordat for Research Careers** - Research staff should be appointed on terms that are no less favourable than those of comparable posts in the Host Organisation. The Host Organisation must adopt the principles, standards and good practice for the management of research staff set out in the [Concordat to Support the Career Development of Researchers](#) (2019) and subsequent amendments. This includes providing appropriate training and development opportunities for the award holder.
- **Diversity & Inclusion** - The Society is committed to increasing diversity in the scientific workforce recognising this is a key part of ensuring scientific excellence. The Host Organisation will be expected to actively promote a supportive and inclusive research environment, and make sure equality, diversity and inclusion (EDI) is supported at all stages and activities of the award, in line with the Society's position statement on diversity. This includes selection of applicants through a transparent and effective process in line with institutional EDI policies and good practice.
- **Facilities and office/laboratory space** – The Host Organisation is expected to provide the award holder with the necessary departmental and institutional support for the duration of the award to complete their fellowship successfully, including adequate office and laboratory space and access to essential equipment, software and facilities from the start of the award.
- **Protected fellowship time** – The Host Organisation will ensure the award holder's time is protected to fully concentrate on fellowship activities (included but not limited to research, training and development).
- The fellowship provides funding for 100% of the research fellows' time. The Society will support the research fellow in taking on teaching and/or administrative duties for no more than three hours on average per teaching week in term time (pro-rated as appropriate). Teaching in this context includes related support of undergraduates and Master's students, lecture and practical preparation time and any associated marking responsibilities; it is for the research fellow to determine the spread of activities they undertake so that they most support their research and career development.

5 Assessment Criteria and Review Process

5.1 Assessment Criteria

The primary considerations are listed below. Successful applications should be strong in all respects:

Applicant

The suitability of the individual for the fellowship and their potential to develop an independent research career. Track record commensurate with actual research experience to date including past achievements, research career to date, publication record, awards, datasets held in repositories, software, keynote lectures

and current and previous grants; how the candidate intends to use the fellowship to further their research career.

Research Proposal

The importance and scientific merit of the proposed research and the clarity, quality and originality of the proposed project and likely contribution to the research field. If the research plan is clearly defined and feasible.

Host Organisation/Sponsor

The suitability and strength of the UK Sponsor including their track record in the area of proposed research as well as in supervising and mentoring early career researchers. The suitability and strength of the host department and/or institution for the proposed research i.e., access to appropriate expertise/ equipment/ facilities/ resources and space during the award period as well as the suitability of the host organisation for the applicant's career development e.g., appropriate level of support and training.

5.2 Review Process

All applications to the Newton International Fellowships are reviewed and assessed by two members of the Extended Committee who have the most appropriate scientific expertise using the criteria detailed above. A shortlist is then drawn up with oversight from the Panel Chairs. Shortlisted applications are then reviewed and discussed at one of four Panel meetings where recommendations for funding are made; panels are split into subject area expertise.

The Subject Group and Area(s) you select on your application play a vital role in matching your application with appropriate reviewers and to a panel, so it is extremely important to select only the most relevant subject tags on your application.

Please note that the Subject Area you select in your application form will determine which panel your application is assigned to. The panels are:

- Ai: Physics, Earth Science, Computer Science, Pure and Applied Mathematics
- Aii: Engineering
- Aiii: Chemistry
- B: Biological Sciences

Please be assured that the Royal Society specifically requests anyone involved in reviewing applications to consider them in confidence. More information on the Review Process can be found in Appendix 1.

All applicants will be notified of outcomes via email.

6 References and Participants

To complete and submit the application form, the lead applicant is required to provide supporting statements or references from 4 individuals. The following individuals must be included:

1. Departmental support
 - Head of Department at the UK host institution: The Head of Department is expected to detail your suitability for the department as well as agree to meet the commitments outlined in the “Commitments from the Host Organisation” section of these scheme notes.
 - UK Sponsor. Please note if the UK Sponsor is also the Head of Department at the host organisation, an alternative referee is required to supply the Institutional and Departmental Support reference as noted above, e.g. Deputy Head or Head of School.
2. Two Nominated references
 - It is requested that one referee be nominated by the Applicant and one by the UK Sponsor.

The primary consideration for a referee is that they are able to comment authoritatively on your application. You should make sure they are able to provide a reference before adding them to your application.

The referee nominated by the Applicant should be someone who has worked closely with you and is familiar with your research (for example, a PhD or postdoctoral supervisor, mentor, or prior collaborator); they can be based in or outside the UK.

The referee nominated by the UK Sponsor does not need to know you personally and should be based in the UK.

At least one nominated referee must be based in the UK. If neither nominated referee is based in the UK, the application will be made ineligible.

Nominated referees **must not** be:

- from the same institution as UK Sponsor;
- a member on the assessment panel for this scheme; or
- a member of the Royal Society’s Council.

References must be submitted in English. If a reference is not submitted in English, it will not be accepted and may render the application ineligible. No two references can be from the same person; if two references from the same person are submitted, it will make the application ineligible. Due to the assessment timeline, it is not an option to provide alternative references at a later stage.

6.1 How to invite referees and participants to contribute to an application

All references and supporting statements must be submitted through Flexi-Grant. To submit references please follow the steps below:

Step 1 | Ensure all participants have a Flexi-Grant account

- All referees and other participants must set up a Flexi-Grant account in order to contribute to an application.

- If a participant already has a Flexi-Grant account they should use that, if not then a new account should be set up.

Step 2 | Invite participants to contribute to an application

- Applicants should invite referees and other individuals to submit their supporting statements through the 'participants' tab.
- The participants tab can be found on the application form summary page and contains details of each participant required to contribute to the application.
- Applicants should select 'invite' and enter the e-mail address of the person they wish to invite to provide the relevant reference or statement and send the invitation.

Step 3 | Monitor participants responses

- The recipient will need to accept your invitation before they can participate in the application.
- You can monitor the progress of your participants' activity through the Participant's section of the application form and issue reminders as required.
- Once the participant has accepted your invitation, their status will be displayed as 'active'.
- Once participants have completed all their sections of the application form, they should select '**Save & Submit**' on the application form page or select '**Submit your contribution**' on the summary page.
- Upon completion of their section of the application form their status will be displayed as 'complete'.

Please note that you will not be able to submit your application form until the status of all participants' shows 'complete'.

Please note that once an applicant submits an application on Flexi-Grant®, it is then directed to the designated Approver for the employing organisation at which the applicant has applied to host an award (see Application Approvals in the 'Application Guidance Notes' Section). It is recommended that referring and supporting participants fulfil their requirements **at least 5 working days** before the submission deadline (Wednesday, 13 March 2024) to ensure there is sufficient time for organisational approval. The UK Host Organisation approver must approve the completed application by the submission deadline.

It is the applicant's responsibility to liaise with the nominated referees, the UK Host Organisation's Approver and the Head(s) of Department to ensure that the required tasks are completed by the deadline. Please contact the Grants team before the deadline if there is any issue. Alternatively, the UK Host Organisation's Approver, the Head(s) of Department, and the nominated referees can contact us directly.

The Royal Society will not be held responsible for emails that are not received due to address errors or spam filters and no provision is made for non-receipt of emails sent by the Royal Society.

Re-opening the Application form to Participants

On the occasion that an invited participant accidentally submits their section of the application form prematurely, the Lead Applicant has the ability to re-open the application form for the participant. To do this, the Lead Applicant should return to the Participant tab on the application form summary page. You will find a 're-open' button alongside the name of any participant who has completed their section of the form. Once you click this button, the form is reactivated and available for participants to amend.

Research Support Role

The Research Support role displayed under the participants tab is an **optional role**, which allows you to invite an individual from the relevant UK Host Organisation research support team to review and amend the application prior to submission. **The primary purpose is to ensure that the requested finances have been recorded correctly for this specific grant programme; this is strongly advised for this scheme.** Applications cannot be submitted until all participant sections are marked as complete, so it is important that applicants ensure that their organisation's research support team complete this section.

As the Research Support Role is optional, applicants can revoke this participant request in order to submit their application if the section has not been completed. Please navigate to the participants tab and revoke the request for Research Support Role.

Additional system guidance can be found in the 'Systems Guidance Notes' Section.

7 Contact Information

Enquires about this scheme can be made using the contact details below. Before contacting us, please check whether your question is answered by these scheme notes or the Frequently Asked Questions document. If not, please email the Grants team via info@newtonfellowships.org or call +44 20 7451 2666 (lines open Mon-Thur, 10am to 4pm).

Please quote your application reference number in all correspondence with the Grants team.

8 Use of Data

All applicant data, including personal data, is governed by the [Royal Society's Privacy Policy](#). This Policy sets out how and why the Royal Society uses your personal data, and how we protect your privacy when doing so. Please refer to the section entitled "Grant Applicants and Holders" for details of how the Privacy Policy determines the use of applicant data.

In addition to the usage set out in the Royal Society's privacy policy, please note that information regarding your application for Newton International Fellowships may be shared with the Department for Science, Innovation and Technology (DSIT) and its Science and Innovation Network (SIN), the British Academy, and the K. C. Wong Education Foundation for data monitoring and scheme evaluation purposes. You may also be contacted by selected third parties such as independent evaluators, consultancy groups, and career development organisations. If successful, the Royal Society will contact you regarding the administration of your award throughout the course of your funding and after its completion. You may also be contacted by the Royal Society, DSIT and its Science and Innovation Network (SIN), the British Academy, and the K. C. Wong Education Foundation or an agent acting on their behalf, for reporting and evaluation purposes throughout the course of your funding and after its completion.

9 Use of generative AI

Generative AI tools offer potential benefits for research but also challenges and risks. The Royal Society has joined with other funders to set our expectations around the use of generative AI tools in funding applications. [Funders joint statement: use of generative AI tools in funding applications and assessment](#).

When developing funding proposals, researchers must ensure generative AI tools are used responsibly and in accordance with relevant legal and ethical standards where these exist or as they develop. Funding proposals for Royal Society grants should adhere to our existing commitments to policies on [Research Integrity and Trusted Research](#). Applicants are responsible for ensuring the originality, validity, reliability and integrity of any outputs created or modified by generative AI tools. Where generative AI tools are used in funding proposals their use should be acknowledged in the application by naming the AI source and specifying how the content was generated (for example by listing the prompt used).

10 System Guidance Notes

Please read these guidance notes carefully as you complete the application form.

10.1 Using Flexi-Grant®

Applications can only be submitted online using the Royal Society's Grants management system (Flexi-Grant®) via <https://grants.royalsociety.org>. Further information about the Grants management system can be found via <https://royalsociety.org/grants-schemes-awards/grants/flexi-grant/>. If you have not previously used Flexi-Grant®, please follow the registration process from the Flexi-Grant®, homepage. ***Paper-based applications will not be accepted.***

Before completing the online form, all applicants should check that they comply with the eligibility requirements and ensure all necessary information is presented in the application. These requirements are strictly adhered to and applications without all the necessary information, or evidence to show the assessment criteria are met, will be rejected.

All applications must be approved by the UK Host Organisation and the applicant's departmental support must be completed before you can submit via Flexi-Grant®. Late applications will not be accepted.

For instructions on inviting participants to contribute to an application (such as referees or departmental support), please see the 'References and participants' section.

Further guidance and support can be found through the [applicant and approver knowledge base](#).

10.2 ORCID Identifier

All applicants should submit an ORCID (Open Researcher and Contributor ID) identifier if they have one before their application is submitted. ORCID maintains a registry of unique researcher identifiers and a transparent method of linking research funding, research publications, research data and any other research outputs to these unique identifiers. This is a mandatory requirement at the application submission stage only. You can register for an ORCID identifier via <https://orcid.org/register>.

10.3 Completing the application form

The application can be completed by using the navigation tabs on the application summary page, with each page categorised as follows:

Summary

Understanding our Promotion

Eligibility Criteria

Contact Details

Lead Applicant Career Summary

UK Sponsor Career Summary

Research Proposal

Data Management and Data Sharing

Use of Animals in Research

Use of Human Patients or Tissue

Financial Details

Applicant Declaration

Nominated Referees Support

A full list of question fields to be completed as part of the application can be found in the Question Guidance in the 'Application Guidance Notes' Section.

11 Application Guidance Notes

11.1 Application Approvals

It is the Applicant's responsibility to ensure that approval of the application by the UK Host Organisation is completed before the closing date.

The person responsible for approving your application will be the delegated authority at the UK Host Organisation where you are applying to hold your award. This may be someone within the research office, Faculty administration, Vice-Chancellor, or other administrative or management role.

The approver must be someone with the authority to confirm that the potential award can be hosted within their organisation, confirm that there is the capacity to deliver the proposed research and assure the proposed budget is appropriate and eligible for the scheme.

You will only be able to submit your application for approval by the UK Host Organisation's Approver once all sections of the application form have been marked as complete and all participants have marked their work as complete AND have submitted their section. The Lead applicant must check the status of the UK Sponsor's Head of Department, two nominated referees, the Lead applicant's current supervisor and the UK Sponsor under the 'Participants' tab on the summary page of the application form. **Applications submitted after the deadline will not be accepted.**

11.2 Question Guidance

Please read the following guidance notes carefully as you complete the form. In the table below, each box represents a page of the application form; the left-hand column contains the questions within each of these pages as set out in the form; the right-hand column contains useful guidance on its completion.

Note that questions with * are mandatory fields.

Summary	
Summary page	<p>The summary page of the application form provides instructions for submission of your application for approval from the UK Host Organisation. In addition, you are provided with an overview for each section of your application form, including the approximate length of time it will take to complete each section.</p> <p>The summary page also allows applicants to manage and invite participants (e.g. Head of Department and Nominated Referees etc.) who are required to contribute to the application form. Instructions for inviting participants can be found under the 'participants' tab on the application summary page.</p> <p>Note: you will only be able to submit your application for approval by the Host Organisation once all sections of the form have been completed.</p>

Understanding our Promotion	
Understanding our Promotion *	Please select how you heard about the scheme.

Eligibility Criteria	
Eligibility Criteria *	<p>Please provide confirmation that you meet the eligibility criteria.</p> <p>Details of the eligibility criteria can be found in the 'Eligibility' Section of these Scheme Notes.</p>

Contact Details	
Title, Names, address, organisation and country *	<p>Review and complete your personal details accurately. Errors in this section can cause difficulties in processing your application. Errors will not be corrected after submission.</p> <p>Under this section, you should edit the contact type of the participants who will partake in your application form. The system default contact type is set as 'collaborator'. To amend the contact type of your Head of Department, click 'edit', and under the contact type field, select the 'Head of Department'.</p> <p>Organisation: this table will automatically display details of the intended Host Organisation (marked by a tick) which you selected previously and your current organisation, if different from the organisation where the award will be held and administered.</p>
Email address *	This field defaults to the account in which the application has commenced and is where all correspondence pertaining to the application throughout the application process will be sent. The applicant must therefore commence the application using the login email address used to register a user account on Flexi-Grant@.

Applicant [and UK Sponsor] Career Summary	
Full name *	Please enter your full name, including title. [UK Sponsor only]
Title of Current Position *	Please state the title of your current position.
Current Employer *	Please enter the official organisation name of your current employer (e.g., University of Bath).
Current Department *	Please enter details of your current department (e.g., Department of Astrophysics).
Country/Territory *	Please select the country/territory where your current employer (or last employer if currently unemployed or on leave) is based.
Current Position Start Date *	Please enter the date when your current position started.
Current Position End Date *	Please enter the date when your current position is expected to finish. If you are on an open-ended contract, please enter 31 December 2050.
Field of Specialisation *	Enter details of your field(s) of specialisation. (Maximum 20 words)

Summary of Your Current Research *	Provide an outline summary of your current research. Please also include a brief comment on the strength of your organisation. (Maximum 200 words)
PhD Award Date *	Please enter the date that you were awarded your PhD. If you have not received your PhD, please enter your expected completion date.
PhD Institution *	State the name of the institution where you were awarded or are completing your PhD.
PhD Country/Territory *	State the country/territory in which you were awarded or will be awarded your PhD. [Lead applicant only]
Personal Statement *	<p>Please provide a personal statement about your research career to date including research-related contributions, prizes and achievements and your career and research aspirations in the long term. You should state why the aims of this fellowship will be beneficial to you at this stage in your career and how the fellowship will help you to reach your goals.</p> <p>Please note that you may use the personal statement to provide details of additional activities you have undertaken to demonstrate your contribution to the wider scientific endeavour (e.g. conferences, patents, workshops, public engagement activities, etc).</p> <p>Plain text only (Maximum 500 words) [Lead Applicant Only]</p>
Applicant Career History *	<p>Please provide a full list of your appointments since your PhD in reverse chronological order stating if part-time (and percentage part-time) when necessary.</p> <p>The depth of information you provide is up to you, but this will represent you under assessment and so it is worth including as much good evidence for your academic merit as possible.</p> <p>Please provide full details of any periods of part-time working, career breaks, extended sick leave or maternity/paternity/adoptive leave as your eligibility may depend on the accuracy of this information.</p> <p>Note: You can retrieve your career history information from your profile to complete this section of the application form using your ORCID identifier.</p>
Impact of Covid -19	<p>The Society appreciates that the impact of the coronavirus pandemic on researchers and their work will be varied. Please provide a summary of how the pandemic has affected your research activities. (Maximum 500 words)</p> <p>This can include but is not limited to: delays in publishing/submitting a key paper(s) (please note preprints can be included in your publications list); pause on experiments/research plans; reduced ability to work due to additional caring responsibilities.</p>
Applicant Qualifications *	<p>Please list all your qualifications in reverse chronological order.</p> <p>The depth of information you provide is up to you, but this will represent you under assessment and so it is worth including as much good evidence of your academic merit as possible and as appropriate for the funding for which you are applying.</p>

	<p>Note: You can retrieve your qualification information from your profile to complete this section of the application form using your ORCID identifier.</p>
List your Key and/or Relevant Publications *	<p>Please provide details of authors, titles, and references of up to 10 of your key preprints and publications in refereed journals, in reverse chronological order. You should include those outputs most relevant to the application to support your case. Please note that publications will be reviewed on the basis of scientific content, rather than publication metrics or the identity of the journal.</p> <p>Your list can be divided into three sections: (i) refereed papers in primary journals, (ii) contributions to symposia and compiled volumes (refereed only); and (iii) preprints.</p> <p>Most significant publications - Please identify with asterisks (*) up to five publications which you consider to be most significant. For these * publications please provide a short statement describing their significance and your contribution (up to 50 words per output).</p> <p>For publications arising from large collaborative programmes clearly specify the exact role and contribution made towards large collaborative research programmes that have resulted in multi-authored publications.</p> <p>If your field of research differs in any way from normal conventions, e.g., lead author, first author, and publications in journals being the main gauge of success, please provide a brief explanation at the top of your publication list. If appropriate, give the publisher or where each publication may be obtained, providing a URL if available. Citations for preprints must state "Preprint", the repository name, and the articles persistent identifier (e.g., DOI).</p> <p>Note: You can retrieve your publications to complete this section of the application form using your ORCID identifier.</p>
Applicant Research Funding *	<p>Please list your current and previous research funding in reverse chronological order.</p> <p>The depth of information you provide is up to you, but this will represent you under assessment and so it is worth including as much good evidence for your academic merit as possible and as appropriate for the funding for which you are applying.</p> <p>Note: You can retrieve your information from your profile to complete this section of the application form using your ORCID identifier.</p>
UK Sponsor statement of support	<p>Please provide a statement in support of the application as a PDF on headed paper, that includes your name, title, and contact details. Please detail the Lead Applicant's suitability for the project and also set out the intentions for their career development. [UK Sponsor only]</p>

Research Proposal	
Project Title *	Give the full title of your proposed project. (Maximum 20 words)

Start Date *	Please enter the proposed start date of the project. Fellowships must commence between 1 October 2024 and 31 March 2025. When indicating a start date please keep in mind potential visa processing times; please note that the outcome will be announced approximately six months after the closure of the round.
End Date *	This must be two years from the start date. The end date must be exactly two years after the proposed start date.
Host Organisation *	Please select the UK organisation where the award will be held from the drop-down list.
Host Department *	Please provide the name of the proposed department at your Host Organisation where you will hold the fellowship. Please enter the official name (e.g. <i>School of Chemistry</i> rather than <i>Chemistry</i>)
Subject Group/Area *	Please select the subject group/area(s) that most closely defines the research area of the research proposal from the drop-down menu and tick box options. This will enable us to allocate the application to the most appropriate assessment panel.
Abstract *	Please provide a scientific summary of your proposed project. This should be a summary of your research proposal, briefly outlining the background and summarising the aims of your project. (Maximum 400 words)
Lay Summary *	Please provide a lay summary of your proposed project. This should be understood by a layperson. Explain why you have chosen to work in this subject area and what it is about your proposed research that you find particularly exciting, interesting, or important. If applicable, please also explain the potential impact or wider benefits to society of your research. (Maximum 250 words)
Research Proposal *	<p>You can either detail your research proposal within this application form (Maximum 1500 words), or alternatively upload it as a PDF file. PDF files must be no longer than 3 sides of A4, portrait orientation, be titled and the text size cannot be smaller than Arial size 10.</p> <p>Your research proposal should provide a general description of the proposed research to be carried out. This should include, but is not limited to, the following:</p> <ul style="list-style-type: none"> • clear specification of the context, research objectives and expected outputs of the proposed study; • description of the methodology to be used, including data analysis; • an indication of milestones/timescales.
Previous Contact *	Please provide details of any previous contact with the UK-based Sponsor and indicate whether you have met them previously.
Training Programme *	Training and mentorship are an important part of this Fellowship and must be included as part of the application. Please outline how the host institution will support the career development of the applicant through training and mentoring activities. (Maximum 500 words).
Benefits to Individuals/Institutions *	Please clearly describe the planned outcomes and any potential benefits that will result from the proposed collaboration for the Applicant and the Sponsor. (Maximum 200 words)
Benefits to UK *	Describe any potential benefits to the UK and UK research that will result from the proposed Fellowship (Maximum 200 words).

Data Management and Data Sharing	
<p>The Royal Society supports science as an open enterprise and is committed to ensuring that data outputs from research supported by the Society are made publicly available in a managed and responsible manner, with as few restrictions as possible. Data outputs should be deposited in an appropriate, recognised, publicly available repository, so that others can verify and build upon the data, which is of public interest. To fully realise the benefits of publicly available data they should be made intelligently open by fulfilling the requirements of being discoverable, accessible, intelligible, assessable, and reusable.</p> <p>The Royal Society does not dictate a set format for data management and sharing plans. Where they are required, applicants should structure their plan in a manner most appropriate to the proposed research. The information submitted in plans should focus specifically on how the data outputs will be managed and shared, detailing the repositories where data will be deposited. In considering your approach for data management and sharing, applicants should consider the following:</p> <ul style="list-style-type: none"> • What data outputs will be generated by the research that are of value to the public? • Where and when will you make the data available? • How will others be able to access the data? • If the data is of high public interest, how will it be made accessible not only for those in the same or linked field, but also to a wider public audience? • Specify whether any limits will be placed on the data to be shared, for example, for the purposes of safeguarding commercial interests, personal information, safety or security of the data. • How will datasets be preserved to ensure they are of long-term benefit? 	
Outline of data management and data sharing plan *	If the proposed research will generate data that is of significant value to the research community, then please provide details of your data management and sharing plan. (Maximum 200 words)
Fieldwork *	Will you be conducting fieldwork as part of your research? Yes/No *
Fieldwork	<p>Please provide all details of any proposed fieldwork to be carried out. Please ensure you provide details of location, duration, and justification for the fieldwork.</p> <ul style="list-style-type: none"> • Applicants cannot conduct their research outside the UK, but short fieldwork trips abroad may be possible where appropriate. • Short fieldwork trips abroad must not normally total more than one month per annum. Please note that fieldwork is defined as “(practical) gathering of material or data specifically for the Newton International Fellowship project”.
Fieldwork (Upload only)	<p>Please upload documents related to the following (if applicable):</p> <ol style="list-style-type: none"> 1. Permission Any mandatory documents that show local support has been assured by way of permission from the government concerned to travel to and work in the country. 2. Collection of specimens Any mandatory documents that show: <ul style="list-style-type: none"> • Specific permission has been obtained from the host country to collect and to export specimens and material.

	<ul style="list-style-type: none"> The director of the museum or other decision makers where these specimens will be deposited has indicated his/her desire or willingness to have such specimens and material.
--	--

Use of Animals in Research *

The Royal Society is committed to supporting the development of alternative methods to reduce and/or replace the use of animals in research. Applicants proposing to use animals in their research must ensure that the use of animals falls within the regulations stipulated in the Animals (Scientific Procedures Act) 1986 and subsequent amendments. Additionally, applicants should continually be aware of developments in best practice and adopt the principles of the [3Rs](#) when designing and conducting experiments on animals.

As a funder of research, the Society takes its responsibilities towards the UK Animals (Scientific Procedures Act) 1986 seriously and requires applicants to consider the questions below when preparing grant applications that include the use of animals.

Does your proposal involve the use of animals or animal tissue? *	Select 'Yes' or 'No'. If you have selected 'Yes' it is mandatory to complete all of the relevant questions on the Use of Animals in Research page.
---	--

Experimental Design Assistant

The Royal Society recommends that applicants use the [Experimental Design Assistant](#) (EDA), which is a free resource from the NC3Rs to support researchers in the planning of animal experiments. This will help to facilitate robust study design and reliable and reproducible findings.

The EDA helps applicants build a machine-readable diagram representing their experimental plan, following capture of their methodology, and allows the applicant to then generate a PDF report which provides a transparent description of the experimental design in a standardised format, which can be uploaded to the application form.

Please note: Applicants who choose to use the EDA, and subsequently uploads the EDA report to the application form, are advised to enter **see report** or **n/a** into any question fields within this section of the application form that have already been captured in the EDA report, to avoid any duplication.

Use of Human Participants and Tissue

Any application for a research proposal involving human participants, patients or tissue and therefore requiring local ethical committee approval will be considered only when accompanied by the necessary permission certificate or proof that ethical permission will be sought, which must be provided in English.

Does your proposal involve the use of human participants, patients or tissue? *	Select 'Yes' or 'No'. If you have selected 'Yes' it is mandatory to provide either a certificate or letter, as proof that ethical permission has been, or will be, obtained. Please upload the file as a PDF in portrait orientation.
---	---

Financial Details

Host Organisation Type *	Different funding rates are applicable to Higher Education Institutions, Research Council Institutes, and Independent Research Organisations. Please select your organisation type from the drop-down list.
--------------------------	---

Budget Table *	Please enter the values applied for under the budget table headings. The full duration of the award is two years. The values should be inputted in the appropriate financial year. This should be done in collaboration with your Host Organisation's Research/Finance Office. The maximum value of the award is £280,000. The total grant cap may be exceeded in order to cover relocation/visa costs if this is well justified in the application. Please refer to the Royal Society Grant Funding Guidance for more guidance.
Justification for Salary *	Please include grade and salary point as per the Host Organisation salary structure. A justification of annual increment should be included.
Justification for Research Expenses *	Please fully justify all requested costs (Other Directly Incurred Costs) by referring to each budget heading. Funding will not be awarded without justification.
Justification for Relocation and Visa Expenses *	Please include the number of dependents (partner and children only allowed), which visa type you are applying for, its cost, and an estimation of other relocation expenses.
Justification for Inflation rate applied *	Please include the percentage inflation rate applied across all budget categories and the reasoning behind the percentage used.

<p>Applicant Declaration *</p> <p>Please declare that:</p> <p>You have read the Terms and Conditions of Award under which Royal Society grants are awarded and, if a grant offer is made, you agree to abide by them. The Terms and Conditions for Royal Society applications can be found at https://royalsociety.org/newton-international.</p> <ul style="list-style-type: none"> You have access to the necessary facilities to enable you to deliver the research proposed and will continue to have access to the facilities for the duration of the project. You have agreed with your Head(s) of Department that you will be afforded sufficient time and resources to deliver the research project as described in this application.

Nominated Referee Support *

You should invite 2 referees who can provide confidential references for your application, by following the instructions under the 'Participants' tab on the application form summary page. Please check with them that they are happy to provide the references and inform them that they will be contacted by email and asked to provide references via the Flexi-Grant® system by Wednesday, 13 March 2024.

- The primary consideration is that they are able to comment authoritatively on your application.
- It is requested that one referee be nominated by the Applicant and one by the UK Sponsor.
- The referee nominated by the Applicant should be someone who has worked closely with you and is familiar with your research (for example, a PhD or postdoctoral supervisor, mentor, or prior collaborator); they can be based in or outside the UK.
- The referee nominated by the UK Sponsor does not need to know you personally and should be based in the UK.
- **At least one nominated referee must be based in the UK.** A UK-based researcher is defined as someone who holds a permanent or fixed term contract at a UK research organisation. **If neither nominated referee listed is based in the UK, the application will be made ineligible.**
- Nominated referees from the same institution as the UK Sponsor will not be accepted.
- The referee must not be a member on the assessment panel for this Scheme or a member of the Royal Society's Council.
- References must be submitted in English. If a reference is not submitted in English, it will not be accepted and will render the application ineligible.

Institutional and Departmental Support *

You should invite the Head of Department from the UK organisation to provide a statement of support by following the instructions under the 'Participants' tab on the application form summary page. Please check that they are able to supply their statement by Wednesday, 13 March 2024.

Please check which email address your Head of Department would like to use, as they may already be registered on Flexi-Grant® and mistakes may lead to a delay in processing your application.

In the statement of support, the Head of Department should

- confirm the suitability of the candidate for the fellowship and the department; and
- agree to meet the commitments outlined in the ['Commitments from the Host Organisation'](#) Section of the scheme notes.

For the avoidance of doubt, the following details should be included in the statement of support:

- Current activities undertaken by the Host Organisation to create a supportive research environment where early career researchers can thrive;
- Provide assurance that the fellow will be provided with the necessary departmental and institutional support to complete their fellowship successfully by outlining the office and laboratory space and access to equipment, software and facilities that will be made available to the fellow from the start of the award;
- Confirm that the fellow will be appointed on terms that are no less favourable than those of comparable posts in the Host Organisation;

- Set out how the host department/organisation will provide any additional support including but not limited to additional funding, mentoring, further training and networking opportunities and guidance to enable the candidate to thrive in their career and research;
- Details of how fellowship time will be protected;
- The effective and transparent arrangements that led to the applicant being supported to apply for the Royal Society fellowship;

If the UK Sponsor is also the Head of Department at the UK organisation, an alternative is required to supply the letter of support, e.g. Deputy Head or Head of School.

Diversity Monitoring

Diversity Monitoring

The Royal Society is committed to promoting diversity in UK science, technology, engineering, and mathematics (STEM) by seeking to increase participation from under-represented groups. Please help us to monitor how effectively we are doing this by providing the requested information. All questions are mandatory. The information provided will form a confidential statistical record in accordance with the General Data Protection Regulation (GDPR) and will not be used for any purpose other than analysis of the Society's activities.

This information will be kept separately from the rest of your application and will not be seen by those involved in the selection process, including referees etc.

You must either complete the form or tick the boxes stating that you 'prefer not to say'. If you do not select a box for each question, the system will regard your application as incomplete and will not allow you to submit it.

Please note, that where an application contains applicant and UK Sponsor details, all applicants will be expected to complete the diversity monitoring form.

The lead applicant and UK Sponsor are restricted to completing and viewing the diversity monitoring form that is relevant to them as individuals. You are not permitted to view the information provided by the other under this section of the application.

Appendix 1: Application and Review Process

