

Guidance for Report on Use of Global Challenges Research Funding (GCRF) AY 2019-20

Purpose of reports

1. The main purpose of reporting is to enable SFC provide assurance to BEIS that formula GCRF funding has been used for the purposes intended. SFC will analyse the reports and provide a summary of the information to BEIS.
2. BEIS has commissioned Itad to undertake an evaluation of the Global Challenges Research Fund (GCRF). SFC will make institutional GCRF reports available to Itad under a data-sharing agreement. If you have any issues about SFC sharing information contained in your report with Itad, please contact dbeards@sfc.ac.uk and/or highlight the information concerned.
3. Institutional reports are also useful to SFC in understanding the contribution which ODA funding makes to Scottish university research and international activity. SFC may wish to draw upon the reports to highlight the achievements of Scotland's universities.

GCRF strategies

4. SFC issued guidance on the use of funding in SFC/AN/02/2018¹. From AY 2018-19 onwards, reporting is on the basis of your GCRF strategy. These strategies are published on the [SFC website](#). If you wish to update the published version of your strategy, please contact David Beards, email: dbeards@sfc.ac.uk.

Structure of report

5. Please provide a report using the following headings:

1. Institutional research context

Introductory narrative on the institutional research context, highlighting how GCRF is developing research strengths or priorities.

2. Progress with your GCRF strategy

Narrative on progress against the aims set out in your GCRF strategy, explaining how funded activities align with the strategy (or why any activities have diverged from the original strategy). If your strategy has changed significantly

¹ <http://www.sfc.ac.uk/publications-statistics/announcements/announcements-2018/SFCAN022018.aspx>

from the version provided in AY 2018-19, please provide a revised document with your report.

3. Impact of COVID-19

Statement about any impacts COVID-19 has had on delivering your strategy in AY 2019-20. Note in particular any formula GCRF funding which, as a result, was unspent by 31 July 2020, or otherwise affected.

4. Detailed list of funded activities

Using the Excel template provided (Annex B2), please list the projects and other activities which were supported by GCRF formula funding, noting the contributions from GCRF, Newton Fund and other funding sources. The total of column L (Formula GCRF) should match the value of your formula GCRF allocation for AY 2019-20.

The cells in the template have been mapped to key fields in the IATI data format. This should make it easier to export project-level information to IATI, if that becomes necessary.

5. Gender Equality

We are seeking information on gender equality in activity supported by the GCRF. This is to meet obligations under the 2014 International Development (Gender Equality) Act, as well as the Scottish equalities and human rights legislation.

6. Please provide one or more of the following:

- Information about your institution's response to the Gender Equality Statement introduced in 2019 and now compulsory in all GCRF/Newton Fund project applications. This could include producing guidance on gender sensitive research practices to help PIs understand the requirements of the gender equality statement, hosting events on gender issues in ODA, gathering examples of good gender equality statements and or monitoring the impacts of the new gender equality statement.
- Examples of GCRF/Newton Fund projects where gender equality has been integrated into research goals and or methods and outputs.
- A statement about how the university is embedding gender equality specifically within its ODA/GCRF activities, through for example institutional partnerships with gender equality focused development NGOs, training for PIs on gender sensitive research, or best practices to support gender equal participation in LMIC partner research teams.

7. This Toolkit (produced by genderEd for the University of Edinburgh) provides [guidance on completing GCRF Gender Equality Statements](#).
8. [Additional guidance](#) is available from UKRI.

Case studies (optional)

9. Case studies on projects supported by GCRF are very welcome. These should be around 300 words in length, with a title and project description which match those provided in your GCRF report. Photos or other images are always useful in bringing this material to life. SFC may wish to use case studies for reports and media publicity on GCRF. In such cases, we will contact you for approval to publish, but please prepare this material with a view to its possible publication. It would be helpful if case studies could be submitted with your annual GCRF report, but they are welcome at any time.

Please return to:

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Due date: 31 January 2021