**Research Impact Funding Panel Chair and Deputy Chair**

January 2022

**Introduction**

The Research Impact Funding Panel is responsible on behalf of the Research Performance and Management Committee (RPMC) for ensuring the University provides support (financial and otherwise) for the development of impact case studies for REF 2028 and beyond. It is responsible for assessing and determining priority areas for impact support and investment.

**Purpose**

The Chair of the Impact Funding Panel will have an important role to play in shaping the development of research impact at BU. This will in turn influence both the culture of impact at BU and submissions to REF2028 and beyond. Given the effect that a high scoring impact case study can have on the University’s QR funding, the role of the committee and chair is an important one. The Chair will be supported by the Deputy Chair. The Chair and Deputy Chair will act as champions for impact at a senior level across the University. They are also accountable to RPMC for the ways in which funding is used to support impact development.

**Responsibilities**

The key responsibilities of the Chair/Deputy Chair of the Research Impact Funding Panel are to:

* Chair the panel meetings (these take place quarterly).
* The Chair and Deputy Chair will ensure that all applications to the Research Impact Support Programme are reviewed fairly and scored by the panel in advance of panel meetings.
* The Chair, as leader of the panel, is responsible for the panel function, ensuring that all applications are fairly reviewed and discussed, all panel members’ views are considered, all issues are explored, processes are followed, and clear and consistent decisions made and recorded.
* The Deputy Chair will take on the role of Chair when the Chair has a conflict of interest with any of the proposals being discussed. The Deputy Chair will chair meetings if the Chair is unable to attend.
* The Chair and Deputy Chair are responsible for ensuring that a fair set of funding criteria are agreed, which RDS will be expected to follow when requests are submitted.
* They are also responsible for ensuring that the criteria are adhered to and RDS is held accountable for funding requests.
* The Chair and Deputy Chair will be expected to report back to RMPC about the ways in which funding is used and how it is supporting impact development at BU.
* The Chair will offer support and mentorship as required to the Deputy Chair.

**Person profile**

The Chair/Deputy Chair of the GCRF Funding Panel will be:

* A member of professoriate (for Deputy Chairs this is extended to Associate Professors), with knowledge and experience of the impact agenda;
* Able to chair meetings effectively;
* Open-minded with a strong sense of probity and social justice;
* A good communicator who can motivate the research community to undertake activities to support the development of impact arising from their research;
* Able to ensure alignment of research with internal and external strategies; and,
* Pragmatic and fair minded in their approach to reviewing and prioritising applications for funding, showing awareness of strategic alignment, external reporting requirements, risk/opportunity and complexity.

We particularly welcome female applicants and those from an ethnic minority, as they are often underrepresented at BU management committees.

**Time commitment**

Panel meetings take place quarterly. There will also be work outside of panel meetings such as reviewing funding applications.

**Tenure**

The Chair serves for a period of 3 years plus one further year as an outgoing chair, providing mentorship and support for the incoming chair. The Deputy Chair serves for a period of 3 years and is permitted to apply to be the Chair in the event the Chair comes to the end of their term or chooses to relinquish the role.