UKRI Guidance for Outcomes Reporting of Official Development Assistance Projects (ODA) 2024 via Researchfish

Background

UK Research and Innovation (UKRI) uses the Researchfish online system to collect information on the outcomes that have arisen from UKRI-funded research and training.[1] Recipients of UKRI funding are required to report emerging outputs, outcomes and impacts for the duration of their awards and for up to five years beyond. Captured outputs are crucial for demonstrating the benefit of Official Development Assistance (ODA) activities. Information provided will be made publicly available through the Gateway to Research portal. Following the submission period, UKRI and the Department for Science, Innovation and Technology (DSIT) will review the information submitted to Researchfish as part of our ongoing monitoring and evaluation activities.

Deadlines and contact details

Outcomes can be entered into Researchfish at any time, but once a year there is a formal submission period when researchers are required to confirm that their outcomes information is accurate and up to date. The next UKRI submission period will take place **between Monday 5th February and Thursday 14th March 2024.**

We are keen to support you to help us to gather information on GCRF and Newton Fund projects that will enable us to build a full picture of how the funds are developing. If you have any queries about this guidance or your ODA Researchfish submission, please send them to internationalanalysis&evaluation@ukri.org.

Reporting Guidance Principles

The Newton Fund and GCRF are classified as official development assistance (ODA)[2]. When reporting outcomes of official development assistance projects, you must ensure that the following information is provided:

1. The ODA-relevance of the outcomes arising from the project.
2. The Development Assistance Committee (DAC) list country/countries that will benefit from the individual outcomes.

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[1] The following UKRI councils use the Researchfish® system: AHRC, BBSRC, EPSRC, ESRC, MRC, NERC and STFC
[2] Please see Annex A for further details on the Newton Fund and GCRF.

3. The progress towards delivering the economic development and welfare of the DAC list country/countries.
4. For Newton awards: Any secondary benefits to non-partner DAC list countries and/or the UK.

Reported outcomes will be used to enable UKRI to determine the effectiveness of ODA investments in addressing the challenges faced by DAC list countries and make the case for future funding.

General ODA Guidance

The Researchfish system provides general guidance about how to use the system and provide information that is of interest to funders. This document provides additional guidance about reporting on ODA awards.

The general guidance below should be followed for ***all*** sections of Researchfish:

- Only provide information on outputs that are a result of the award in question. Any work completed by the project team before the award start date should not be attributed to the award.
- Please provide comprehensive information on the impact of the project outcomes. Where possible, outline this in the following sequence:
    1. Social Impact
    2. Economic Impact
    3. Contribution to gender equality and inclusivity
    4. Environmental sustainability

It is expected that some outcomes will not have had an impact; where relevant, please state that this is the case and, where possible, explain why.

ODA guidance for specific sections of Researchfish

The following tables provide additional guidance about reporting on ODA awards in each section of the system.

A. Additional Funder Questions

Please note: The use of Additional Funder Questions (AFQs) varies by each UKRI council and so some of the individual AFQs listed below may not be included against your award. You are still able to provide the information against individual outcome types included in the Common Question Set (see Section B). In addition, you may also enter relevant information against the 'Other Outputs' section of the Common Question Set.

Section	Guidance
Key Findings	This section should include key findings from the award.
	It should be completed for all Newton Fund and GCRF awards. Within your answers to this section <u>under outcomes</u> please mention the following under a heading (to be created by the user) of research finding or non-research finding. Each finding should have a bullet format[3]:
	• Identify ODA relevance of research findings i.e. the link to the economic development and welfare of the DAC list country/countries.
	• For non-research findings (e.g. workshops, networking activities) ensure ODA relevance of activities is highlighted.
Narrative Impact	You should update the information entered for your award every year if there is a progress on delivery of impact.
	Must be completed for all Newton Fund and GCRF awards. The answers should be given in the same order and numbered format[4] as information requested in the guidance below. Within your answers to this section, <u>under summary</u>, please:
	1. Report the societal and economic impact of the award on the DAC list country/countries. Where relevant, ensure you provide dates and details about the beneficiaries of the impact.
	2. Report on how the award has addressed any of the Sustainable Development Goals. Where relevant, ensure you provide dates and details about the beneficiaries of the impact.
	3. Provide details of any impacts related to gender that your award has had. This could be both in terms of impacts of the research or related to the research team. See additional guidance below.

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[3] Researchfish does not give the option of entering text in bullets, however, the person entering data can do so by copying text and bullets from word document.

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	Gender Equality and EDI In 2019, it became a requirement for Newton Fund and GCRF applications to provide a Gender Equality Statement which considers the points in the list below. If your award was required to provide a gender equality statement at application stage, there is now a requirement to consider these points in your Researchfish submission. If your award was not required to provide a gender equality statement at application stage, we appreciate that you may not have considered these points previously but please detail any outcomes/impacts there have been against gender equality. Please do not include any data of a personal nature. Further guidance on Gender Equality Statements is available on the UKRI website. The following data should be given in the summary section under the heading of Gender Equality: - Measures which have been put in place to ensure equal and meaningful opportunities for people of different genders to be involved throughout the project. This includes the development of the project, the participants of the research and innovation, and the beneficiaries of the research and innovation. - Any impacts of the project (benefits and losses) on people of different genders, both throughout the project and beyond. - The impact on the relations between people of different genders and people of the same gender. For example, changing roles and responsibilities in households, society, economy, politics, power, etc. - How any risks and unintended negative consequences on gender equality have been avoided or mitigated against and monitored. - Any relevant outcomes and outputs being measured, with data disaggregated by age and gender (where disclosed). - Provide details of any other impacts related to Equality, Diversity and Inclusion that your award has had. This could be either in terms of the impacts of the research or related to the research team. Please do not include any data of a personal nature. For more information on Equality, Diversion and Inclusion please see the UKRI website. - Report on any secondary gender equality related impacts on UK / non-DAC list countries.
Secondments	If your award involves secondments, placements or internships, please provide the following information under the question (What did the secondments/placement/internship involve? Please also note any known impacts) in the same order and bullet format as below. Each secondment should be entered separately, such that the number of entries depends on the number of secondments, placements or internships

	1. Report any movement of people (e.g., placements, lab visits, training), between the UK and the DAC list country/countries. This should include:
	    ○ The original role of the secondee in the project (Co-I, PI, RA, etc.), organisation and country.
	    ○ New role of the secondee, name of the new organisation, country where the organisation is where s/he shall be working.
	    ○ The purpose, e.g., was a particular skill learnt?
	    ○ How the secondment will contribute towards the project achieving its intended impact, and the degree to which this has been achieved.

Animal Use	No additional guidance for Newton Fund or GCRF awards.
Skills Shortage	Where the project has been impacted by a shortage of skills, please provide the following information under the description section in the same order and bullet format as below. Each skills shortage should be entered separately, such that the number of entries depends on the number of skills shortages: 1. The name or type of skill and the country location of the skills shortage. 2. The month and year when the shortage was identified and the month and year when the gap was filled (i.e., if the shortage no longer exists). 3. The reason for the skills shortage. 4. Measures taken by the project to fill the gap. 5. Impact on the delivery of the project's outputs, outcomes and impacts in the absence of the skill.

B. Common Question Set

Section	Guidance
Publications	Within your answers to this section please: • Only mention publications that have been published, not those that are anticipated for the future.

Section	Guidance
	- Ensure all publications arising from the project, including those led by / involving researchers in DAC list country/countries are reported. - Where possible, provide details of the country of publication. Please note that it will only be possible to record this information for some publication types, where the field 'place of publication' is available.
Collaborations and Partnerships	Within your answers to this section please: - Identify the collaborations / partnerships that were included as part of the original application, particularly partnerships between the UK and organisations in the DAC list country/countries. - Identify any *additional c*ollaborations / partnerships that arose during the course of the award, particularly partnerships between the UK and organisations in the DAC list country/countries. In the name/title of the collaboration please write in brackets (NC) to help us to identify the 'New Collaborations' listed. - Identify any collaborations / partnerships with industry, particularly industry partners in the DAC list country/countries. If the collaboration/partnership arose during the course of the award, please write in brackets (NC) as above. - Where collaborations and partnerships include an in-kind contribution, please estimate the value of this contribution in financial terms where rationally possible. If the in-kind contribution cannot be quantified into a financial contribution, please write 0. Please provide the following information under the impacts section in the same order and bullet format as below. 1. Provide as much information as possible about the impact of the collaboration or partnership. This should include: - the names of any organisations, - sectors - countries. 2. Report specifically on any benefits that have occurred as a result of activities or initiatives undertaken to build equity into the research partnership. 3. Where appropriate, highlight the extension of collaborations/partnerships beyond the lifetime of the award.
Further funding	Within your answers to this section, please:

Section	Guidance

	• Identify any further funding obtained by researchers in DAC list country/countries and/or UK participants.
	
	• If the organisation which awarded the funding is not listed in the Researchfish lookup, please provide information manually:
	
	    ○ Enter the organisation name *and country* manually. This information should be provided in the same field, separated by a comma.
	
	    ○ If the organisation is from multiple countries, please include the name of the organisation and type, global or international, separated by a comma
	
	    ○ If the organisation is WB, EU or UN please mark it as international

Next Destination	Within your answers to this section, please: • Identify the next destination of participants from the DAC list country/countries (specifying the country in which the person is based), as well as UK participants.

Engagement Activities	Information related engagement activities involving participants from the DAC list country/countries, particularly 'in-country' activities need to be provided in this section. Engagement activities involving only UK / non-DAC list countries may also be reported here but should not be the primary focus.
	
	Within the <u>results of activity</u> section please provide the following information in the same order and bullet format as below:
	
	1. A brief description of the activity, noting in bullet points its outcomes and impacts.
	2. A clear list of the relevant participant countries against each engagement activity.
	3. The names of organisations and sectors engaged in the activity along with the following information:
	    ○ Activity / workshop location
	
	    ○ Number of participants (including the specific number from the DAC list country/countries)
	
	    ○ Types of stakeholders engaged, e.g. academics, policy, industry etc

Artistic & Creative Products	Within your answers to these sections, please provide the following information under the <u>impacts section</u> in the same order and bullet format as below:
Medical Products, Interventions & Clinical Trials	1. Briefly describe the product, how it contributes to the project and the stakeholders it is targeting. Include here the country in which the product has been developed.

Section	Guidance
Research Databases & Models Software & Technical Products	2. Provide details of the subsequent use of the outcome, particularly usage within the DAC list country/countries. Include here the country in which the product has been used and the number of participants or people who have accessed it.
Research Tools & Methods	Only report those research tools or methods that have been produced or modified under the project or, for existing tools/methods, its use in a new or innovative way. Within your answers to this section, please provide the following information under the impacts section in the same order and bullet format as below: 1. Describe the research tool and method, its purpose, teams involved in its development, its usage and contribution to project impact in the DAC list countries. 2. Mention whether the tool/method/research material has been (i) newly produced or (ii) modified. If it has been modified, outline how and the degree to which it has been modified. 3. In cases where the development of the tool/method/research material is not attributable to the project but has been used differently as part of the award, describe how its use has been new or innovative. 4. Specify the country in which (i) it was produced and (ii) it has been used.
Influence on Policy, Practice, Patients & the Public	Within your answers to this section, please provide the following information under the impacts section in the same order and bullet format as below: 1. Details of influence on the DAC list country/countries (e.g. 'in-country' / local behaviour of public, policy makers, practitioners). 2. Influence on policy / practice within UK / non-DAC list countries may also be reported here, but should not be the primary focus.
Intellectual Property & Licensing	Within your answers to this section please: • Briefly describe the IP, noting its importance (purpose and use) in DAC list countries under the impacts section.
Spin Outs	• No additional guidance for Newton Fund or GCRF awards.
Awards & Recognition	If your award has resulted in awards or recognition, within your answers to this section please: 1. Provide details of any awards/recognition in the DAC list country/countries.

Section	Guidance
	2. Specify the country in which the award was made. Please include this information in the field that captures the 'name/title' of the award, separating the award title and country with a comma.
	3. Provide details of the reasons for the award/recognition under the description section in the same format and order as given below. This should include:
	o The contribution made by the person that led to the award/recognition.
	o How that particular work is related to the project.
	o How the contribution for which the award/recognition has been given contributes towards building knowledge.
	o The country in which the person who was awarded the award/recognition is based.
	o The role of the person in the project who received the award/recognition.
Other Outputs Knowledge and Future Steps	Within your answers to this section, please provide the following information under the details and impacts section in the same order and bullet format as below:
	1. Give details about the activities that led to the output.
	2. Explain any expected and unexpected impacts and how it has affected the delivery of the project's outputs, outcomes and impacts.
Use of Facilities & Resources	If your award includes the use of facilities or resources, please provide the following information under the impacts section in the same order and bullet format as below:
	1. Provide details of the DAC list country/countries' participant usage of UK facilities and resources.
	2. Provide details of UK participant usage of the DAC list country/countries' facilities and resources.
	In each case, please:
	• Describe the (i) facility/resource used, (ii) identifying the organisation which provided the facility/resource and (iii) the country in which the facility/resource is based.
	• Please also specify if the use was part of a new or pre-existing partnership.
	• Describe how the use of the facility/resource contributes to the impact of the project.

Please also take this opportunity to review and update any outputs that you have previously recorded in Researchfish. We are particularly interested in any new outcomes or impacts that have emerged since you first reported the output.

Annex A: Newton Fund/GCRF and ODA Compliance

Newton Fund

The Newton Fund was launched as an initiative intended to strengthen research and innovation partnerships between the UK and emerging knowledge economies. It was launched by the UK Chancellor in April 2014 and grew to having a total UK investment of £735 million, with partner countries providing matched resources within the fund.

The Fund forms part of the UK's Official Development Assistance (ODA) commitment which is monitored by the Organisation for Economic Cooperation and Development (OECD). ODA funded activity focuses on outcomes that promote the long-term sustainable growth of countries on the OECD Development Assistance Committee list. Newton Fund countries represent a sub-set of this list.

Newton Fund activities need to demonstrate that they are aiming to contribute to a reduction in poverty and aim to further sustainable development (development that is likely to generate lasting benefits for the population of the country to which it is provided) or improve the welfare of the population of Newton Fund countries.

GCRF

The Global Challenges Research Fund (GCRF) was a £1.5 billion fund announced by the UK Government in late 2015 to support cutting-edge research that addresses the challenges faced by developing countries. Alongside the other GCRF delivery partners we have created complementary programmes which:

promote challenge-led disciplinary and interdisciplinary research, including the participation of researchers who may not previously have considered the applicability of their work to development issues

strengthen capacity for research, innovation and knowledge exchange in the UK and developing countries through partnership with excellent UK research and researchers

provide an agile response to emergencies where there is an urgent research need.

GCRF forms part of the UK's Official Development Assistance (ODA) commitment, which is monitored by the Organisation for Economic Cooperation and Development (OECD).

The GCRF delivery partners are: UK Research and Innovation, Scottish Funding Council, Higher Education Funding Council for Wales, Department for Education Northern Ireland, Academy of Medical Sciences, Royal Society, British Academy, Royal Academy of Engineering and UK Space Agency.

The Fund is advised by a Strategic Advisory Group and a UKRI International Development Peer Review College forms part of the GCRF global engagement strategy for Official Development Assistance (ODA) research.