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**Industrial Biotechnology Innovation Centre**

**Call for Projects**

**Feasibility Fund – June 2024**

**IBioIC Feasibility Fund**

**Closing date: Monday 3rd June 2024 at 5pm**

**Summary**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Call name** | **Funding details** | **Other contributions** | **Eligibility** | **Expected duration** |
| Feasibility Fund | £30,000 from IBioIC at 80% fEC | 50% of funding must be provided by Industrial Partner. Contributions are in-kind with a cash contribution required from large companies. Academic institution provides 20% fEC. | Industrial-Academic collaboration with innovative idea and clear route to market that benefits Scotland. Lead HEI is Scottish and eligible to receive funding from the Scottish Funding Council. | 6 months  |

**Introduction**

The Industrial Biotechnology Innovation Centre (IBioIC) Feasibility Fund Call invites applications for industry-led, collaborative research projects with academia from businesses with a foothold in Scotland or a plan to deliver inward investment to stimulate Scotland’s economy.

Successful projects will demonstrate a proof of concept for a product, process or service with the potential to deliver jobs and/or economic growth to Scotland. Projects must demonstrate a route to follow on funding or commercial application and must evidence collaborative knowledge exchange and research between Industrial Partners and at least one of Scotland’s talented Higher Education Institutes’ (HEI) research teams. This is a unique opportunity for Industry to tap into the world class skills of Scotland’s HEIs in areas directly relevant to exploitation in the Industrial Biotechnology (IB) field.

To date, with an application success rate of over 60%, the IBioIC Feasibility Fund has supported over 30 collaborative research­­ projects with a leveraged project value of more than £1 million.

This paper sets out the processes and guidelines on how this funding call will be operated. **(See Appendix 1 for the Glossary of Terms used throughout this document.)**

**Scope**

IBioIC welcomes projects in all areas of IB, including, but not limited to the use of biology in:

* Biorefining
* Food and drink
* Biotech in textiles, materials, and construction
* Bio-manufacturing
* Waste management
* Enzymes and catalysts
* Downstream processing
* Agritech
* Biopharmaceuticals

Projects should be aligned to achieving [Scotland’s National Plan for Industrial Biotechnology](https://www.ibioic.com/publications-database/national-plan-for-industrial-biotechnology) and provide innovative solutions to an IB sector issue.

If you are unsure about the eligibility of your project, please get in touch with IBioIC’s Projects Team at projects@ibioic.com.

**Criteria for Feasibility projects**

To be considered for funding by IBioIC under this call, the following minimum criteria must be met:

* Innovative
	+ The project must have the potential to leverage larger scale funding e.g. a Scottish Enterprise SMART award, Innovate UK KTP, BBSRC IPA or LINK.
* Industry-led
	+ The project must demonstrate a clear market need / commercial opportunity through the innovative use or application of biotechnology.
	+ Where an application for funding is successful, Industrial Partners must become members of IBioIC prior to the Project start date and must remain members for the duration of the Project.
	+ Companies must be registered to be eligible for funding and able to make in kind contributions.
* Benefit to Scotland
	+ The project must demonstrate an economic, societal and/or reputational benefit to Scotland.
* Collaborative
	+ The project must be championed and led by an Industrial Partner and should include at least one HEI Partner eligible for funding from the Scottish Funding Council (SFC). The project may consist of any number of Industrial and HEI Partners provided the Industrial Partner has a presence in Scotland and the HEI Partners are eligible for SFC funding.
	+ At least 50% of the project costs must be matched by a combination of in-kind AND cash contributions. (In-kind alone is acceptable only from micro / SMEs). Large companies must justify why they need a public subsidy to carry out the work.

**Funding guidelines**

IBioIC will contribute up to **£30K** towards the HEI Partner’s costs to carry out the Project. HEI Partner costs should be calculated based on 100% Full Economic Costing (fEC) and include only costs to be incurred by the HEI Partner. IBioIC funding is awarded and paid in arrears to HEI Partners and will constitute a maximum of **80% of calculated fEC,** with the remaining portion provided by the HEI Partner as an academic contribution. **At least 50% of the total project cost must be matched by in-kind contributions from the Industrial Partner, with in-kind AND cash from larger companies and the cash portion paid directly to the HEI Partner.**

**Example 1. Micro / SME:**

* Industrial Partner - £37,500 in-kind
* IBioIC at 80% fEC - £30,000 cash
* HEI Partner at 20% fEC - £7,500 cash
	+ Total cash budget for HEI to spend = £37,500
* Total Project cost = £75,000

**Example 2. Large company:**

* Industrial Partner - £18,750 in-kind
* Industrial Partner - £18,750 cash to HEI
* IBioIC at 80% fEC - £30,000 cash
* HEI at 20% fEC - £7,500 cash
	+ Total cash budget for HEI to spend = £56,250
* Total Project cost = £75,000

The parties to this application **must** ensure that the HEI Partner budget has been calculated and approved in accordance with the HEI Partner’s internal rules and procedures. The application form will require to be countersigned by an authorised signatory of the HEI Partner’s Grant Awards Department or equivalent.

Aid granted by the SFC to the Innovation Centres must comply with all [Subsidy Control](https://www.sfc.ac.uk/innovation/innovation-centres/innovation-centres-subsidy-control.aspx) (previously State Aid) regulation. Industrial Partners are responsible for compliance with Subsidy Control.

If a project is approved for funding, and the Industrial Partner’s resource allocations then change, this may have an impact on the IBioIC funding that can be made available to the HEI Partner (considering permitted aid intensities).

A maximum of 20% of IBioIC funding awarded can be paid to cover work subcontracted to a non-partner HEI (e.g. a university based in England). For subcontractors, there must be an agreed and signed contract between the partners before the project commences. For the avoidance of doubt, the HEI cannot subcontract work to a private company.

Eligible costs include staff time, overheads, consumables and travel. **Please note that IBioIC funding cannot be used for the purchase of equipment.**

**How to enter:**

1. Start the conversation. Contact the IBioIC Projects Team and let them know that you are planning to submit.
2. The Lead Industrial Partner should complete the Feasibility Fund Application Form and Project Financial Plan with input from the HEI Partner.
3. An optional draft checking service is available. The turnaround time for this service is approximately one week, so please allow plenty of time for the checked draft to be returned to you. **Deadline for draft checking: Monday 13th May at 5pm.**
4. Ensure all required documents are completed and signed **(Complete the checklist in Appendix 2).**
5. Submit the Application Form and Project Financial Plan via email to: projects@ibioic.com.
6. The deadline for this call is **Monday** **3rd June 2024 at 5pm.**

Whilst the intent is to keep entry requirements to a minimum, IBioIC reserves the right to request additional information throughout the review process.

**Projected** **Timelines**

Once submitted, applications undergo a three-stage assessment:

* Internal check by IBioIC’s Projects Team for funding eligibility.
* Technical merit assessment by members of the technical reviewing pool.
* Commercial merit assessment by members of the commercial reviewing pool.

It is anticipated that successful applications will be announced within **a month** of submission with award letters issued shortly afterwards. The project initiation period includes time to finalise acceptance of funding terms, sign collaboration agreements and recruit staff. It is expected that all Project paperwork will be returned within three months of award notification, and Projects should start within six months of award notification. IBioIC funding cannot be released until all project documentation is fully executed and the Industrial Partner(s) have become IBioIC members (if they were not already).

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**Project Selection Criteria**

Projects will be selected on their technical and commercial merits by IBioIC based on reviewer comments. IBioIC’s staff, boards and reviewers are bound by confidentiality agreements. Feedback from the reviewing process can be made available upon request. The criteria by which all projects will be judged are set out below:

**Technical Merits** will include:

* Technical Viability - Can the project be achieved technically? Is there any expertise or equipment missing? (15 points)
* Technical Ambition - Is the project ambitious? Could more be done with the resources? (10 points)
* Non-commercial scientific benefit to the project - Will there be new knowledge generated for the scientific community? Are there good training opportunities for staff/students? (20 points)
* Innovation - Is the project innovative? Is there opportunity to generate intellectual property/patents? (20 points)
* Collaborative working - Is the balance of work between partners fair? (15 points)
* Project Timelines and Resources - Are there any unexplained or unreasonable costs? Is the industrial input adequate? Can the work be completed in the given time? (20 points)

**Commercial Merits** will include:

* Breadth of applicability - Are the results/methods developed useful to other business areas within the company or research areas for the academic? (10 points)
* Path to Market - Is the path reasonable and well considered? (15 points)
* Benefit versus cost - Is there the potential for a good economic return for the Scottish economy? Is there a cheaper way to get the desired results? (15 points)
* Time to market and market appraisal - Can the product be delivered in the expected timescale? Is the expected market penetration reasonable? (15 points)
* Economic impact on project partners - Could the company do this work themselves? Are the academic partners reasonably compensated for their input? Will there be good economic returns for the company? (15 points)
* Governance, Management Processes and Risk appraisal - Is the split of input in the work packages fair? Have risks been adequately identified and mitigated? Are the project partners able to manage the project? (15 points)
* Funding profile - Are there any unexplained or unreasonable costs? Is the industrial input adequate? (15 points)

**Guide to completing the application form**

Word limits: Suggested maximum word limits have been stated throughout the application form. Due to the volume of applications received, reviewers appreciate concise answers to each question. Supporting material can be submitted in a separate document but should be clearly marked with the relevant section number(s). Please note that any additional information provided is considered at the reviewer’s discretion.

**Example of completed Application Form**

|  |  |
| --- | --- |
| Project Title | Should be descriptive but brief e.g. Developing a new method for purifying algal pigments |
| Project Summary*Non-Confidential Lay Project Abstract (<150 words).* | *Upon award of IBioIC funding, the abstract should be publishable without any further agreement.* This information will appear on the IBioIC website upon award of funding. It should be aimed at the reader of a science section in a newspaper. |
| Proposed Start Date | Proposed start date should consider time to recruit and negotiate contracts |
| Duration in Months | The total time expected for the Project to reach completion. For example: 6 months |
| Total Project Cost | Including HEI and Industry Partner’s contributions as well as any other funding. This should be at least £75,000 if £30,000 is requested. This figure should match cell D40 of the ‘Summary & Guide’ tab within the IBioIC Project Financial Plan’ |
| IBioIC Funding requested | Up to £30,000. This figure should match cell D41 of the ‘Summary & Guide’ tab within the IBioIC Project Financial Plan |

**Details of Industry Partner(s)**

*Please copy table to add additional Industry Partners*

|  |  |
| --- | --- |
| Registered Company Name | Please include the contact details of the industry partner who will oversee management of the project. |
| Registered Company Number |  |
| Registered Address (including post code) |  |
| Contact name |  | E-mail |  |
| Phone |  | Mobile |  |
| Size of Organisation | Micro [ ]  Small [ ]  Medium [ ]  Large [ ]  |
| Website URL |  |
| Main Interests/Activities |  |
| Member of IBioIC | Yes [ ]  No [ ]  |
| Social Media Handles | Twitter: LinkedIn: |

**Details of Higher Education Institute (HEI) Partner(s)**

*Please copy table to add additional HEI Partners*

|  |  |
| --- | --- |
| HEI Name |  |
| Principal Investigator |  | E-mail |  |
| Phone |  | Mobile |  |
| Website URL |  |
| PI Social Media Handles | Twitter: LinkedIn: |

**Project IB Sector**

Please tick the boxes as relevant to the project.

|  |  |
| --- | --- |
| Most relevant sector | ☐ Agritech ☐ Artificial Intelligence ☐ Chemical Sciences ☐ Construction ☐ Energy ☐ Engineering ☐ Food & Drink ☐ Life Sciences ☐ Marine ☐ Renewables ☐ Textiles/Materials ☐ Other: *Please add detail if ‘Other’*  |
| Project Technology Readiness Level (TRL) at project start and end | TRL at Start:TRL at End:Please use this section to state the TRL level at the start and that expected at the end of the project. IBioIC projects should demonstrate progression through TRLs. |

1. **Project Details Overview (<300 words)**

|  |
| --- |
| *What’s the challenge?**What is your proposed solution?* *How will the collaboration explore/deliver this?* Include in response:* Concise details of the science that will be applied within this project at a level appropriate to first year science undergraduates. Diagrams can be used to complement text.
* Successful project outputs, both technical and commercial
 |

1. **Project Objectives**

Include both **technical** and **commercial** objectives. Please add additional rows if necessary.

|  |  |
| --- | --- |
| Objective 1 | A few brief statements of the scientific and commercial objectives of the project. These should align to the workplan in section 5. |
| Objective 2 | Test and optimise new method |
| Objective 3 | Compare old method to new method |
| Objective 4 | Patent new method |

1. **Project Impact**

When responding to the questions in this section please include figures to complement information provided.

What will your product/service be and how will you make money from it? (100 words)

|  |
| --- |
| Include expected pricing and costs. |

Who are your competitors? (100 words)

|  |
| --- |
|  |

What is your route to market after successful project completion? (200 words)

Include plans for further funding applications and dates where possible.

|  |
| --- |
| How will you turn the results of this project into a commercial product/ service? Include any detail you can on potential customers and pricing points. If the data generated from this project is required to feed into another funding application, then please detail the anticipated sources of funding and any associated deadlines. |

Other commercial Benefits of the Project (200 words)

|  |
| --- |
| What are the commercial benefits of the technology to the company, society and to Scotland? |

Justification for why you need public funding to carry out this work (100 words)

|  |
| --- |
| Large companies need strong justification to allow the use of a public subsidy. Justifications may include: a material increase in the scope of the project / activity; a material increase in the total amount spent by the beneficiary on the project / activity; or a material increase in the speed of completion. |

Please explain why this project fits within Industrial Biotechnology and Scotland’s [National Plan for Industrial Biotechnology](https://www.sdi.co.uk/media/3pblf0pp/national-plan-for-industrial-biotech-to-2025.pdf) (200 words)

|  |
| --- |
|  |

What is the role of the industrial partner/s in this project? (100 words)

|  |
| --- |
|  |

Have you performed a Life Cycle Assessment or technoeconomic analysis of your proposed product/process/service? If not, when might this happen in the R&D process? (100 words)

*Your answer to this question will not be assessed, but will be used by IBioIC identify appropriate support for the project.*

|  |
| --- |
|  |

1. **Project Plan**

Provide details of work packages, timescales and deliverables (copy this table to add more work packages).

Detail how the work will be broken down into work packages to meet the objectives. Include details of the equipment required for each work package to take place.

Detail expected timeframes for each task (T), deliverable (D) and milestone (M) to be met with due dates (e.g. month 3) and the responsible person (Ind/HEI and owner) for ensuring the milestone is met.

Usually the work packages will align to the objectives listed in section 2.

|  |  |  |  |
| --- | --- | --- | --- |
| **WP number** | 1 | **Title** | Optimise new method |
| **Duration:** Month 0-4 |
| **Work Package Objective(s):** To develop an optimised method to purify my product |
| **Description of Work:** Test different columns, solvents, buffers and flow rates. Compare purity, volume and concentration of my product from each experiment. |
| **Equipment and Facilities required:** Columns, HPLC, Standard lab buffers, algal extract |
| **Summary of Tasks / Deliverables / Milestones:** Detail the planned industry (Ind) and HEI Tasks (T), Deliverables (D) and Milestones (M) |
| **Ref** | **Description** | **Ind /****HEI** | **Owner** | **Due****Date** | **Comments / Notes** |
| T1.1 | Compare column A and B | HEI | AB | Month 1 | Columns supplied by Ind |
| T1.2 | Compare buffer A and B | HEI | AB | Month 2 |  |
| D1 | Decide best column and buffer | HEI/Ind | AB | Month 2 |  |
| T2 | Compare flow rates | HEI | AB | Month 3 |  |
| D2 | Decide best flow rate | HEI/Ind | AB | Month 4 |  |
| M1 | Optimised protocol developed | HEI/Ind | AB | Month 4 | Submitted for TEA |

What are the stretch targets and follow-on work that you might do? (100 words)

|  |
| --- |
| If this project is a success, is there any other work that you would like to undertake as part of this collaboration in relation to the project? Your answer to this question will help IBioIC provide guidance on follow on funding opportunities. If you have other funders in mind, please let us know. |

1. **Risk Register**

Using the table below:

* Describe the risks that may jeopardise project progress: risk categories are Technical (T) or Commercial (C)) and related work package.
* Identify the likelihood of the risk occurring as Low / Medium / High.
* Detail the impact on Time / Cost / Technical / Contractual / Resource if risk occurs as Low / Medium / High.
* Describe mitigation actions put into place to avoid the risk or reduce its likelihood and impact.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Category****T / C** | **Risk** **Description** | **Related WP** | **Likelihood****(L/M/H)** | **Impact****(L/M/H)** | **Owner** | **Mitigation Activity** |
| T | Equipment availability issues | 1 | M | H | IND | Identify back up equipment. |
| T | Researcher leaving job role | 1 | L | H | HEI | Pause project to recruit, or another lab member take over the role. |
| C | Freedom to operate reduced | NA | L | M | IND | Scan for patent applications and publications before and during project. Submit filing as early as possible to protect IP. |

**Project Outputs**

Indicate what benefits the Project is expected to produce for Scotland (within five years of successful project completion). **IBioIC funding must result in a benefit to Scotland.**

|  |  |  |
| --- | --- | --- |
| **Output** | **Number** | **Briefly describe the justification for this number** |
| New or improved product developed with or for a business in Scotland |  |  |
| New or improved process developed with or for a business in Scotland | 1 | This project will work with Scottish biomass suppliers.  |
| New or improved service developed with or for a business in Scotland |  |  |
| New or improved business model developed with or for a business in Scotland |  |  |
| New or improved delivery of a public service in Scotland |  |  |
| Existing turnover safeguarded by the business in Scotland through development of this product or service | £200,000 | This project will ensure the security of one of our product lines |
| New turnover generated by business in Scotland from new products, processes, services and business models  | £300,000 | New product lines will add an additional £300,000 turnover per annum |
| Number of existing jobs safeguarded as a result of this project | 1 | Lab manager |
| Number of new jobs generated by business in Scotland  | 5 | Jobs in seaweed processing plant |
|  | Of the new and safeguarded jobs, how many will be over the Real Living Wage? (Defined as: paying an annual salary of at least £18,135 based on a 37.5 hour week.)  | 6 | New processing plant with five staff all earning over the RLW plus current lab manager |
| Of the jobs over the Real Living Wage, how many are High Value jobs? (Defined as paying at least 20% above the Scottish average [£25,960 in SE area and £23,949 in HIE area].)  | 4 | Four staff will hold skilled jobs |
| Of the High Value jobs, how many are High Value Added (HVA) jobs? (Defined as £43,000 in SE area, £40,000 in HIE area and £35,500 in SOSE area.)  | 2 | Two staff will be senior staff, overseeing the processing |

1. **MSc Students (<200 words)**

As part of this project, would you be prepared / do you have the capacity to take an MSc student from the IBioIC IB MSc Programme for a three-month industrial placement starting in May 2025?

Yes [ ]  No [ ]

Please provide a brief summary of the MSc project you propose to offer. This will be forwarded to the IBioIC Skills team and you will be contacted about the placement in early 2025.

|  |
| --- |
|  |

1. **Project Costs**

Full project costs must be detailed using the Project Financial Plan (PFP) provided.

Invoices

The HEI partner should submit an invoice to IBioIC when requested. Each invoice should be accompanied by a detailed breakdown of all eligible expenditure on the Project which has been included in the invoiced amount. Invoices will be paid within forty-five (45) days following the date of receipt by IBioIC.

Contributions-in-kind

The industrial partner(s) will keep full and accurate records relating to its financial and in-kind contributions to the Project. IBioIC require a Project Industrial Contributions Form to be completed and submitted to IBioIC within forty-five (45) following the date of request from IBioIC. Guidance on what can be counted as in-kind contributions can be provided.

1. **Can we share your application with our partners?**

We will share selected applications with other innovation centres or funding bodies where we think there is an opportunity for joint funding of a project. Are you happy for us to do this?

Yes [ ]  No [ ]

Occasionally we feel that another innovation centre or funding body would be suited to supporting the project. If you are happy for us to share your application with other funding bodies, then please indicate your agreement.

1. **IBioIC Funding Conditions**

Before commencement of awarded Projects, IBioIC requires Project Partners to sign an **Award Letter**. By applying for IBioIC funding, Project Partners accept the terms of the IBioIC Award Letter. Please contact projects@ibioic.com should you wish to see a copy in advance.

1. **Project Signatory Details**

This information will be used when IBioIC award letters are issued. Please provide the names and email addresses of the authorised signatories who will sign the IBioIC Award Letter on behalf of the Industrial Partner(s) and the HEI Partner. (Add extra rows if required.)

|  |  |  |
| --- | --- | --- |
| **Signatories**  | **Full name** | **Email Address** |
| Industrial Signatory |  |  |
| HEI Signatory (usually the research funding/contracts team) |  |  |

1. **IBioIC Membership**

Where an application for IBioIC funding is successful, **ALL Industrial Partners on the Project must become Members of IBioIC** prior to the Project start date and remain members for the duration of the Project. Membership is free of charge. If you are not already a member, please contact membership@ibioic.com.

1. **Collaboration Agreement**

Where an application for IBioIC funding is successful, IBioIC requires the Industrial Partner(s) and the HEI Partner(s) to enter into a **Collaboration Agreement** detailing rights to background and foreground IP relating to the Project. IBioIC can supply a template agreement on request, but this is not mandatory.

**IBioIC must receive a fully executed Collaboration Agreement before authorising any payment of IBioIC funding to the HEI Partner.** If this Collaboration Agreement is not completed within 6 months of the Award Letter, IBioIC reserves the right to withdraw the offer of funding.

A maximum of 20% of IBioIC funding awarded can be paid to cover work subcontracted to a non-partner HEI (e.g. a university based in England). For subcontractors, there must be an agreed and signed contract between the partners before the project commences. For the avoidance of doubt, the HEI cannot subcontract work to a private company.

1. **Conflict of interest**

If there is a conflict of interest between the Project Partners or with IBioIC, IBioIC may wish to involve other parties to protect the interests of all Project Partners.

If there are reviewers that you would prefer us not to use (either academic or industrial) then please let us know.

Conflicts of interest may include the academic having a role at the Industrial Partner or vice versa.

|  |  |
| --- | --- |
| Do you wish to declare a conflict of interest? | Yes [x]  No [ ]  |
| If yes, please provide detail | The academic on this project is a member of the board of the partner company.I would prefer if my application was not reviewed by xxx at xxx University, as they have very similar, competing technology. |

1. **Curriculum Vitae of partners**

**CV of Academic Lead -** *Please paste a one-page CV here.*

**CV of Industrial lead -** *Please paste a one-page CV here.*

1. **HEI Approval of Submission**

As part of your application, this form must be signed by the HEI Partner’s Principal Investigator and an authorised signatory of the HEI Partner’s Grant Awards Department or equivalent. **HEI Partners must comply with the approval process specific to their institution regarding proposal submissions before providing this statement of support.**

**We, the undersigned, confirm that the information in this application is correct to the best of our knowledge.**

…………………………………………… ……………………………………………

*Signature of PI of HEI Partner Signature of authorised signatory of HEI Partner’s Grant Awards Department or equivalent acknowledging compliance with HEI Partner’s approval procedures*

…………………………………………… ……………………………………………

*Signature of lead Industrial Partner Signature of authorised signatory of Industrial Partner acknowledging compliance with internal approval procedures*

**APPENDIX 1 - Glossary of Terms**

|  |  |
| --- | --- |
| CAB | IBioIC Commercial Advisory Board |
| Collaboration Agreement | The collaboration agreement entered into by the relevant HEI Partner(s) and Industrial Partner(s) on the project. |
| CPD | Continuous Professional Development |
| Feasibility Programme | The IBioIC programme of funding to support feasibility projects |
| fEC | Full economic costing. The full cost of the academic part of the project. IBioIC will pay 80% of this and the university covers the other 20%. |
| Funding | Any funding to be awarded by IBioIC under the Feasibility Project Call and subject to the Funding Terms |
| Funding Terms | The terms and conditions of funding |
| Governing Board | IBioIC Governing Board |
| HEI | Higher Education Institute |
| HEI Partner | HEI that has signed the IBioIC HEI Membership Agreement before being awarded funding  |
| IB | Industrial Biotechnology |
| IBioIC | Industrial Biotechnology Innovation Centre |
| Industry Partner | A company that is either a Core or Leading Member of IBioIC having signed a Membership Agreement with the University of Strathclyde on behalf of IBioIC |
| Lead Partner | An Industry Partner that leads the Project Team and the application for funding |
| Project | Any project that has received funding  |
| Project Team | A combination of at least one Industrial Partner and one HEI Partner that has formed a collaborative team to submit an application for funding |
| SAB | IBioIC Scientific Advisory Board |

**APPENDIX 2 - Application Checklist**

|  |  |
| --- | --- |
| **Tick** | **Item** |
|  | Requested funding from IBioIC is less than £30K and is calculated at 100% fEC, with breakdown of 20% HEI vs 80% IBioIC detailed. |
|  | Industrial contributions are at least 50% of total Project costs. |
|  | Any sub-contracts are no more than 20% of IBioIC funding requested. |
|  | Project is in scope and demonstrates economic benefits to Scotland. |
|  | HEI partners are eligible for SFC funding. |
|  | Application is complete and signed by authorised Industry/ HEI signatories. |
|  | Project Financial Plan is complete for contributions by all Project Partners. |
|  | Finances match between Application and Project Financial Plan. |
|  | Industrial Partner is fully aware and accepting of IBioIC membership  |