

**Innovation Fund 2022**

**Application Form**

Please refer to the *“Innovation Fund Call Document 2022”* for guidance notes.

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| --- | --- |
| Project Title |  |
| Lead Industrial Partner |  |
| Lead HEI Partner |  |
| Other Project Collaborator(s) |  |
| Lead Industrial Partner Contact |  |
| Lead HEI Partner Contact |  |
| Proposed Start Date |  |
| Duration in Months |  |
| IBioIC Funding sought |  |
| Total Project cost |  |

**Details of Lead industrial Partner**

|  |  |  |  |
| --- | --- | --- | --- |
| Company Name |  | | |
| Address |  | | |
|  |  | Postcode |  |
| Contact |  | 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 Lead HEI Partner**

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| --- | --- | --- | --- |
| HEI Name |  | | |
| Address |  | | |
|  |  | | |
|  |  | Postcode |  |
| Principal Investigator |  | E-mail |  |
| Phone |  | Mobile |  |
| Website URL |  | | |
| Social media handles | Twitter:  LinkedIn: | | |

**Other Collaborator(s)**

|  |  |  |  |
| --- | --- | --- | --- |
| Company Name |  | | |
| Address |  | | |
|  |  | Postcode |  |
| Contact |  | 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: | | |

**IB Area and Relevant Theme**

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| --- | --- |
| IB Area | Marine  Agriculture  Health  Industrial |
| Relevant IBioIC theme | Sustainable feedstocks (including unconventional gases)  Enzymes and Bio-catalysis / Biotransformation  Cell Factory Construction and Process Physiology  Downstream processing  Integrated Bioprocessing  Other: Please add detail if ‘Other’ |
| Most relevant sector | Life Science  Chemicals  Energy  Food and drink  Textiles  Forestry  Other: Please add detail if ‘Other’ |
| Project Technology Readiness Level at project start and end | Technology Readiness Level (TRL) at Start:  Technology Readiness Level (TRL) at End: |

**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.**

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| --- | --- | --- | --- |
| **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 | |  |  |
| 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 business in Scotland | |  |  |
| New turnover generated by business in Scotland from new products, processes, services and business models | |  |  |
| Number of existing jobs safeguarded as a result of this project | |  |  |
| Number of new jobs generated by business in Scotland | |  |  |
|  | Of which how many are over the Real Living Wage? (Defined as: paying an annual salary of at least £18,135 based on a 37.5 hour week.) Total new and safeguarded. |  |  |
| Of which 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].) Total of new and Safeguarded. |  |  |
| Of which 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.) Total of new and Safeguarded. |  |  |

**Non-Confidential Lay Project Abstract (<150 words)**

Upon award of IBioIC funding, the following abstract should be publishable without any further agreement.

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**Project Objectives**

Include both **technical** and **commercial** objectives.

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| --- | --- |
| Objective 1 |  |
| Objective 2 |  |
| Objective 3 |  |
| Objective 4 |  |

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

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**Scientific Overview (<500 words)**

**List up to 5 relevant publications in this research area**

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**Project Impact**

**Commercial Challenge (<250 words, diagrams can be used to complement text)**

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**Intellectual Property (<250 words)**

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**What is the serviceable addressable market (i.e. the portion of the total market) that this product can impact? (<100 words)**

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**What is the potential market growth in One year / Five years (<50 words)**

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**What is your route to exploitation after successful project completion? (<100 words)**

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**Are you going to make / sell your developed product yourself? If licencing, who is the third-party licensee? (<50 words)**

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**What is the potential economic impact for each Project Partner, and what is the potential economic impact to Scotland? (<100 words)**

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**If successful in receiving IBioIC funding, is there any potential additional impact from the Project, i.e. reputational, environmental, or societal? (<50 words)**

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**What steps have been/will be taken towards NetZero for your product/ process/ service? (<50 words)**

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

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**Collaborative Working (<300 words)**

IBioIC-funded projects should be industry-led and collaborative. Please provide an overview of how the Industrial Partners will work with HEI Partner researchers in an industry-focused manner.

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**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 MSc in Industrial Biotechnology for a three-month industrial placement starting in May 2023?

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 2023.

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**Project Management**

Please show the split of work packages and duration across collaborators. A Detailed Work Plan will be requested for awarded projects.

| **Work package** | **Work package description** | **Time (month)** | **Owner** |
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**Description of the work programme (<250 words)**

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**Risk Register**

Using the table below:

* Describe the risks that may jeopardise project progress: risk category Technical (T) or Commercial (C) and related work package.
* Identify the likelihood of 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 risk.

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| --- | --- | --- | --- | --- | --- | --- |
| **Category**  **T / C** | **Description** | **Related WP** | **Likelihood**  **(L/M/H)** | **Impact**  **(L/M/H)** | **Owner** | **Mitigation Activity** |
|  |  |  |  |  |  |  |
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**Project Costs**

Full project costs must be detailed using the Project Financial Plan (PFP) Template provided. **Please refer to the Call Document for full instructions.**

If the Project is awarded IBioIC funding, any Additional Funding Sources will be required to be detailed separately.

**Breakdown of Costs**

|  |  |  |  |
| --- | --- | --- | --- |
| **Cost Category** | **Cost (£) to *Lead industrial Partner*** | **Cost (£) to *Lead HEI Partner*** | **Cost (£) to *IBioIC*** |
| Staff / Labour |  |  |  |
| Overheads |  |  |  |
| Consumables |  |  |  |
| Travel and Subsistence |  |  |  |
| Other (please specify)  *For example: Subcontract* |  |  |  |
| **Total** |  |  |  |

**Justification of Costs**

In the table below, please provide a short justification of resources sought from IBioIC, with particular care taken for any sub-contract and ‘Other’ justifications.

Sub-contracts should be limited to 20% of the IBioIC funding sought and can only be used for work at UK HEIs.

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| --- | --- | --- |
| **Category** | **Amount GBP** | **Description and justification** |
| **Staff: Directly incurred** |  |  |
| **Staff: Directly allocated** |  |  |
| **Overheads (Indirects and Estates)** |  |  |
| **Consumables** |  |  |
| **Travel** |  |  |
| **Equipment** |  |  |
| **Other (specify)** |  |  |

**Other Sources of Funding**

Have you applied to other funding bodies for support of this project? If yes, provide details below.

|  |  |  |  |
| --- | --- | --- | --- |
| **Source/Agency** | **Scheme** | **Value (£)** | **Awarded** |
|  |  |  |  |
|  |  |  |  |
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**Please indicate whether you are happy for us to 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

**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](mailto:projects@ibioic.com) should you wish to see a copy of a standard IBioIC award letter.

**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 and the HEI Partner. (Add extra rows if required.)

|  |  |  |
| --- | --- | --- |
| **Signatories** | **Full name** | **Email Address** |
| Industrial Signatory |  |  |
| HEI Signatory |  |  |

**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.

Benefits of IBioIC membership include event networking, marketing for your business, technical expertise, scale up support, access to CPD training and a pool of talented graduates. To learn more about the benefits of IBioIC membership, please visit our website: <https://www.ibioic.com/membership>

To access IBioIC funding, the mandatory fees for IBioIC Membership are:

|  |  |
| --- | --- |
| **Category of company** | **Full membership:**  **Includes access to all project funding and/or PhD studentships** |
| **Micro \*** | £1,000 |
| **SME \*\*** | £2,000 |
| **Large** | £6,000 |

***Member organisation definitions:***

*\* A micro-entity must meet at least two of the following conditions:  annual turnover must be not more than £632,000; the balance sheet total must be not more than £316,000; the average number of employees must be not more than 10.*

*\*\* A small or medium-sized company must meet at least two of the following conditions:  annual turnover must be no more than £36 million; the balance sheet total must be no more than £18 million; the average number of employees must be no more than 250.*

For membership enquiries, please contact IBioIC’s Membership Team at [membership@ibioic.com](mailto:membership@ibioic.com)

**Please tick that you, the Industrial Partner, understand membership requirements.**

**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. Amongst other provisions, IBioIC will provide a template agreement which may be used by the Project Partners. IBioIC must receive a signed Collaboration Agreement before authorising any payment of IBioIC funding to the HEI Partner. Please use the boxes below to indicate, to the best of your knowledge, the intended arrangements for the collaboration agreement and IP rights.

**Collaboration:**

Does an existing collaboration agreement exist between the project collaborators?

Yes  No

**IP Rights:**

Background IP rights retained  Background IP rights shared

Shared access to IP outputs  trial Partner retains access to IP outputs

**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.

|  |  |
| --- | --- |
| Do you wish to declare a conflict of interest? | Yes  No |
| If yes, please provide detail |  |

**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.**

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*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*