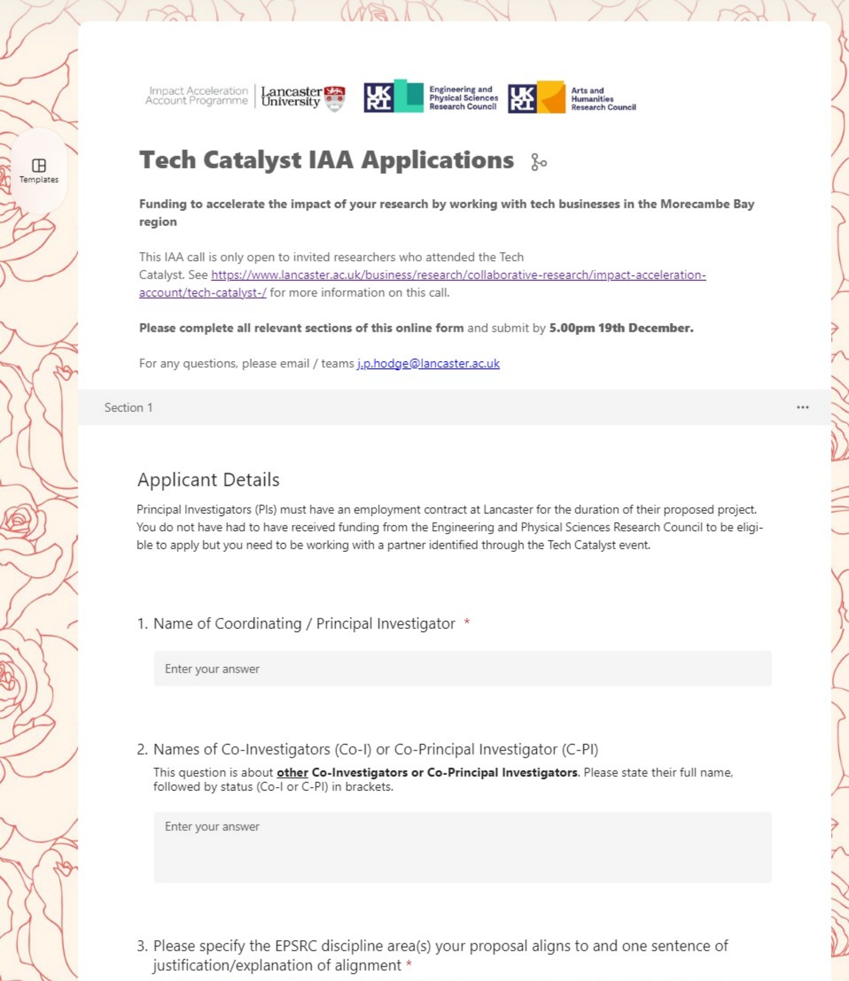

Templates
Impact Acceleration Account Programme
Lancaster University
UKRI Engineering and Physical Sciences Research Council
UKRI Arts and Humanities Research Council

Tech Catalyst IAA Applications

Funding to accelerate the impact of your research by working with tech businesses in the Morecambe Bay region

This IAA call is only open to invited researchers who attended the Tech Catalyst. See https://www.lancaster.ac.uk/business/research/collaborative-research/impact-acceleration-account/tech-catalyst-/ for more information on this call.

Please complete all relevant sections of this online form and submit by **5.00pm 19th December.**

For any questions, please email / teams j.p.hodge@lancaster.ac.uk

Section 1

Applicant Details

Principal Investigators (PIs) must have an employment contract at Lancaster for the duration of their proposed project. You do not have had to have received funding from the Engineering and Physical Sciences Research Council to be eligible to apply but you need to be working with a partner identified through the Tech Catalyst event.

1. Name of Coordinating / Principal Investigator *

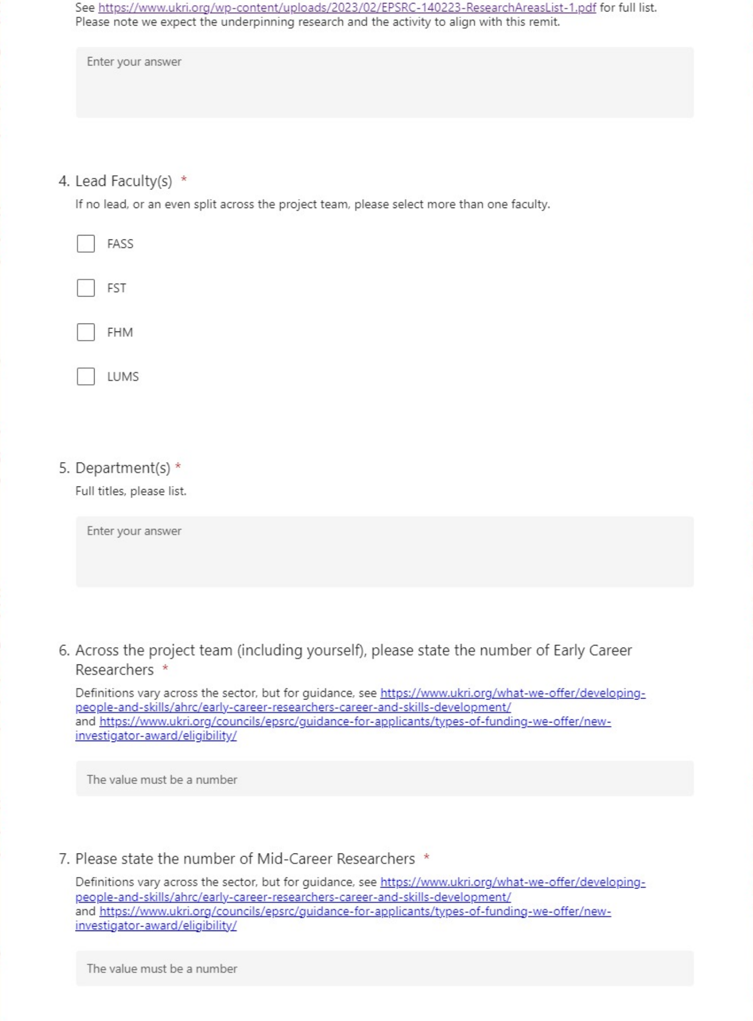
Enter your answer

2. Names of Co-Investigators (Co-I) or Co-Principal Investigator (C-PI)

This question is about **other** **Co-Investigators or Co-Principal Investigators**. Please state their full name, followed by status (Co-I or C-PI) in brackets.

Enter your answer

3. Please specify the EPSRC discipline area(s) your proposal aligns to and one sentence of justification/explanation of alignment *



See https://www.ukri.org/wp-content/uploads/2023/02/EPSRC-140223-ResearchAreasList-1.pdf for full list.
Please note we expect the underpinning research and the activity to align with this remit.

Enter your answer

4. Lead Faculty(s) *

If no lead, or an even split across the project team, please select more than one faculty.

☐ FASS

☐ FST

☐ FHM

☐ LUMS

5. Department(s) *

Full titles, please list.

Enter your answer

6. Across the project team (including yourself), please state the number of Early Career Researchers *

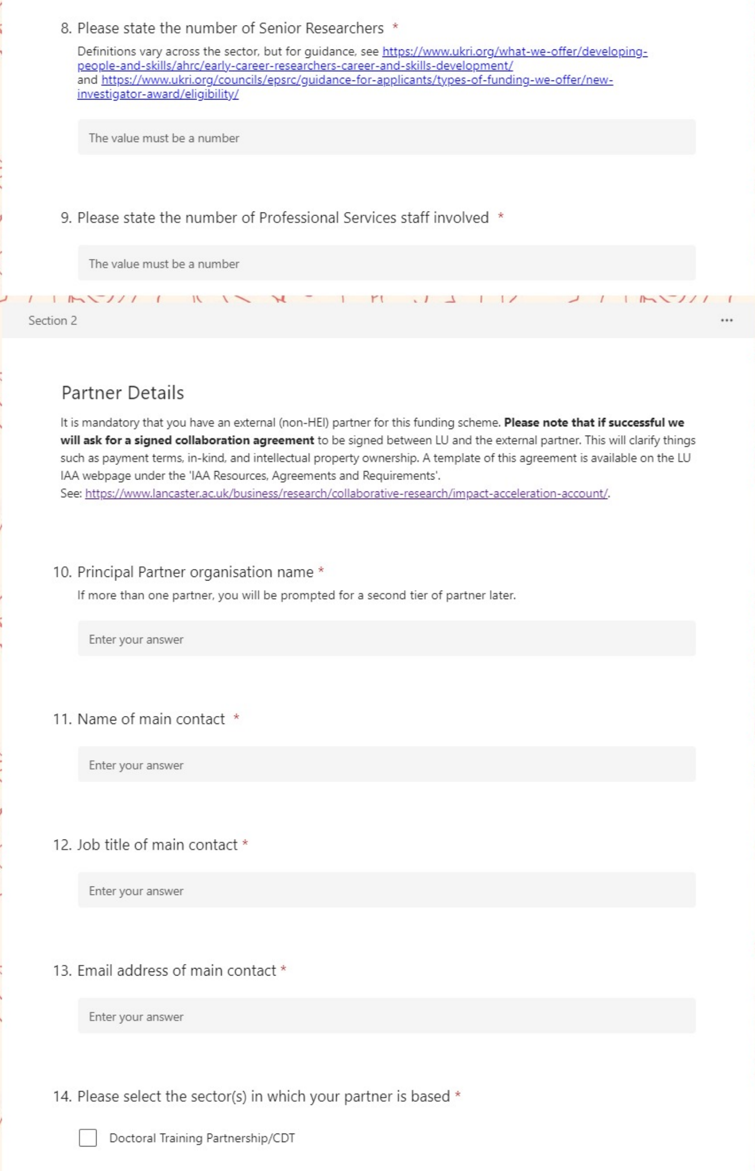
Definitions vary across the sector, but for guidance, see https://www.ukri.org/what-we-offer/developing-people-and-skills/ahrc/early-career-researchers-career-and-skills-development/
and https://www.ukri.org/councils/epsrc/guidance-for-applicants/types-of-funding-we-offer/new-investigator-award/eligibility/

The value must be a number

7. Please state the number of Mid-Career Researchers *

Definitions vary across the sector, but for guidance, see https://www.ukri.org/what-we-offer/developing-people-and-skills/ahrc/early-career-researchers-career-and-skills-development/
and https://www.ukri.org/councils/epsrc/guidance-for-applicants/types-of-funding-we-offer/new-investigator-award/eligibility/

The value must be a number



8. Please state the number of Senior Researchers *

Definitions vary across the sector, but for guidance, see https://www.ukri.org/what-we-offer/developing-people-and-skills/ahrc/early-career-researchers-career-and-skills-development/
and https://www.ukri.org/councils/epsrc/guidance-for-applicants/types-of-funding-we-offer/new-investigator-award/eligibility/

The value must be a number

9. Please state the number of Professional Services staff involved *

The value must be a number

Section 2

Partner Details

It is mandatory that you have an external (non-HEI) partner for this funding scheme. **Please note that if successful we will ask for a signed collaboration agreement** to be signed between LU and the external partner. This will clarify things such as payment terms, in-kind, and intellectual property ownership. A template of this agreement is available on the LU IAA webpage under the 'IAA Resources, Agreements and Requirements'.
See: https://www.lancaster.ac.uk/business/research/collaborative-research/impact-acceleration-account/.

10. Principal Partner organisation name *

If more than one partner, you will be prompted for a second tier of partner later.

Enter your answer

11. Name of main contact *

Enter your answer

12. Job title of main contact *

Enter your answer

13. Email address of main contact *

Enter your answer

14. Please select the sector(s) in which your partner is based *

☐ Doctoral Training Partnership/CDT

☐ Government (local)

☐ Government (national)

☐ Government (devolved)

☐ International government

☐ International government organisation

☐ Public sector (other)

☐ NGO/INGO/Non-project/Charity

☐ Third sector (other)

☐ Industry/Business (SME)

☐ Industry/Business (Large Corporation)

☐ Industry/Business (other)

☐ Other

15. Are there any other partners involved in this project? *

This could be on an equal footing to the principal partner or as a second-tier of partner

○ Yes

○ No

16. What is the status of this partner? *

○ Principal Partner / on equal footing to partner 1

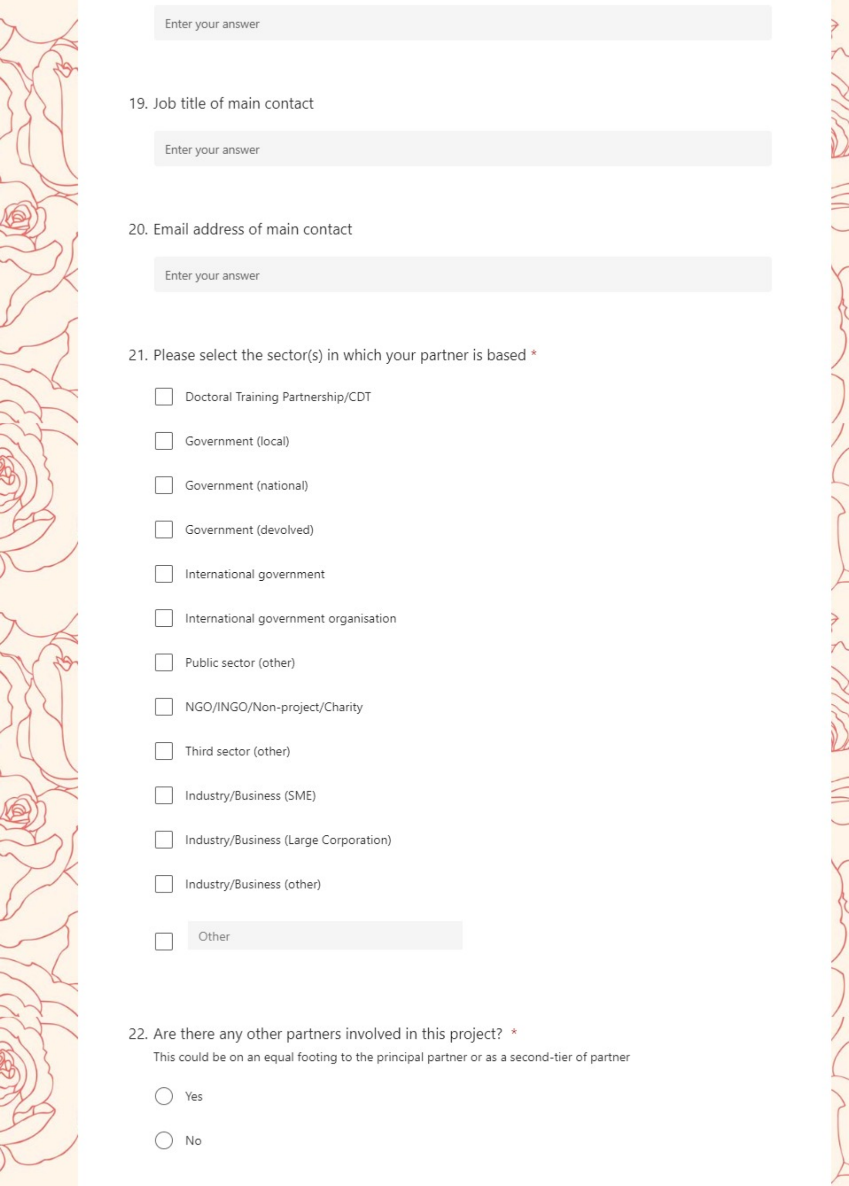
○ Associate Partner / lesser involvement compared to partner 1

○ Other

17. Partner organisation name

Enter your answer

18. Name of main contact



Enter your answer

19. Job title of main contact

Enter your answer

20. Email address of main contact

Enter your answer

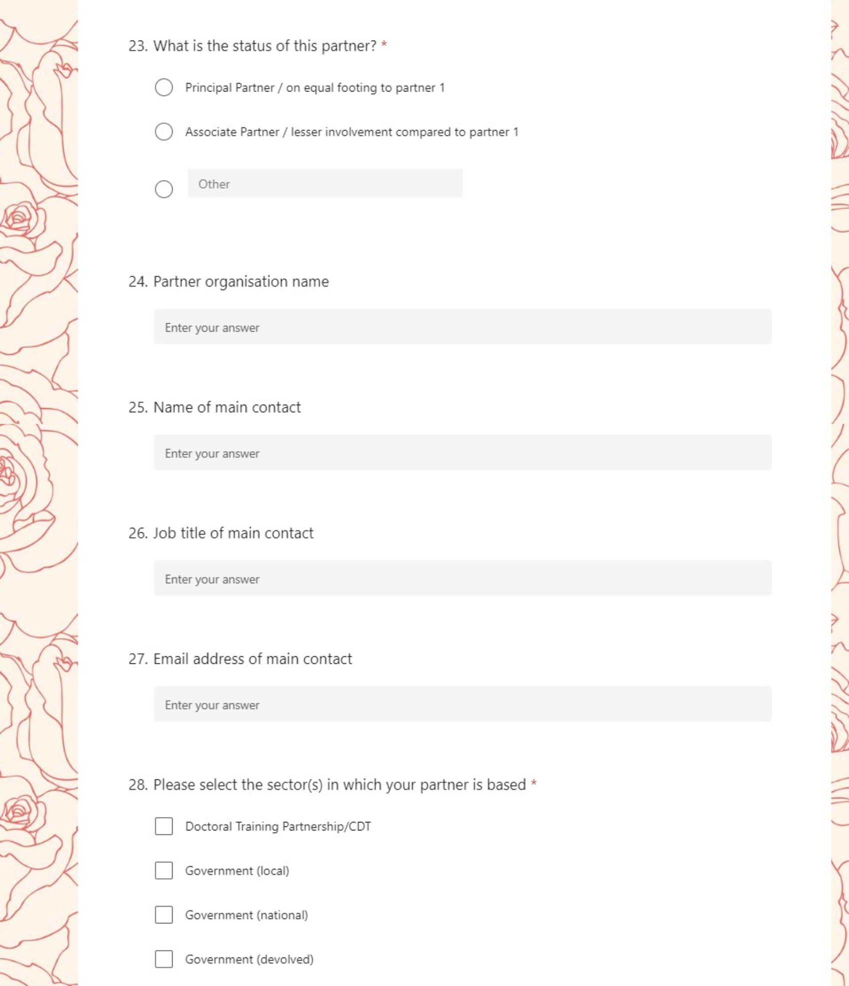
21. Please select the sector(s) in which your partner is based *

- ☐ Doctoral Training Partnership/CDT
- ☐ Government (local)
- ☐ Government (national)
- ☐ Government (devolved)
- ☐ International government
- ☐ International government organisation
- ☐ Public sector (other)
- ☐ NGO/INGO/Non-project/Charity
- ☐ Third sector (other)
- ☐ Industry/Business (SME)
- ☐ Industry/Business (Large Corporation)
- ☐ Industry/Business (other)
- ☐ Other

22. Are there any other partners involved in this project? *

This could be on an equal footing to the principal partner or as a second-tier of partner

- ○ Yes
- ○ No



23. What is the status of this partner? *

○ Principal Partner / on equal footing to partner 1

○ Associate Partner / lesser involvement compared to partner 1

○ Other

24. Partner organisation name

Enter your answer

25. Name of main contact

Enter your answer

26. Job title of main contact

Enter your answer

27. Email address of main contact

Enter your answer

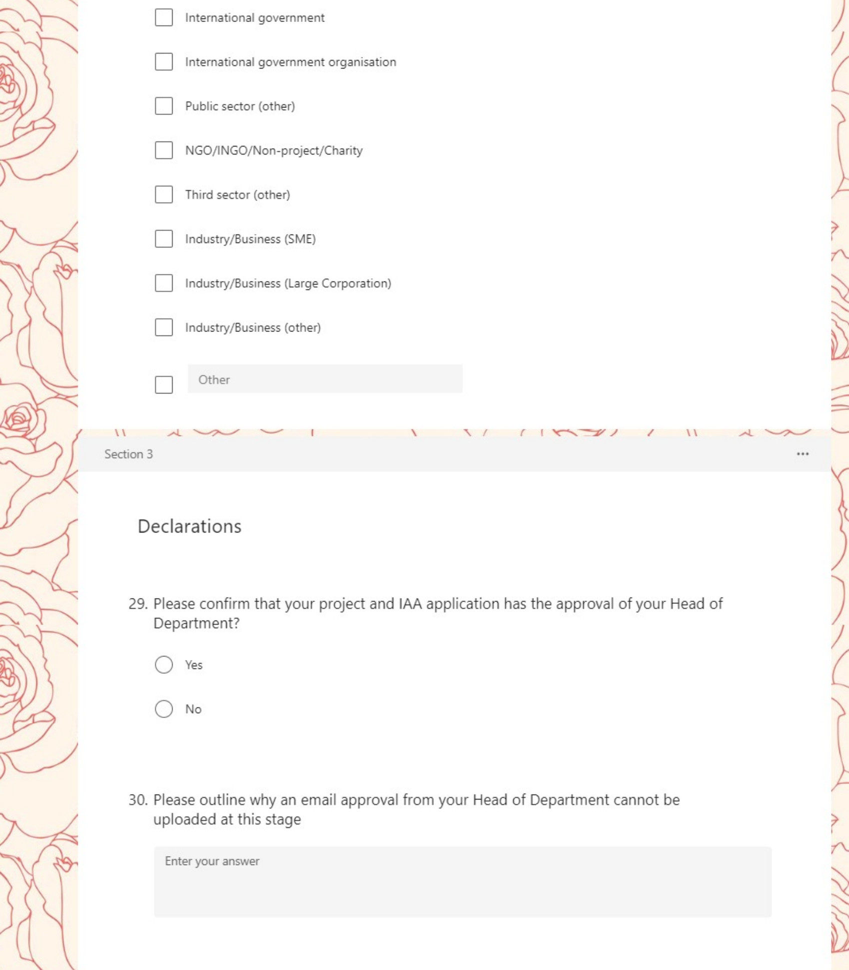
28. Please select the sector(s) in which your partner is based *

☐ Doctoral Training Partnership/CDT

☐ Government (local)

☐ Government (national)

☐ Government (devolved)



☐ International government

☐ International government organisation

☐ Public sector (other)

☐ NGO/INGO/Non-project/Charity

☐ Third sector (other)

☐ Industry/Business (SME)

☐ Industry/Business (Large Corporation)

☐ Industry/Business (other)

☐ Other

Section 3

Declarations

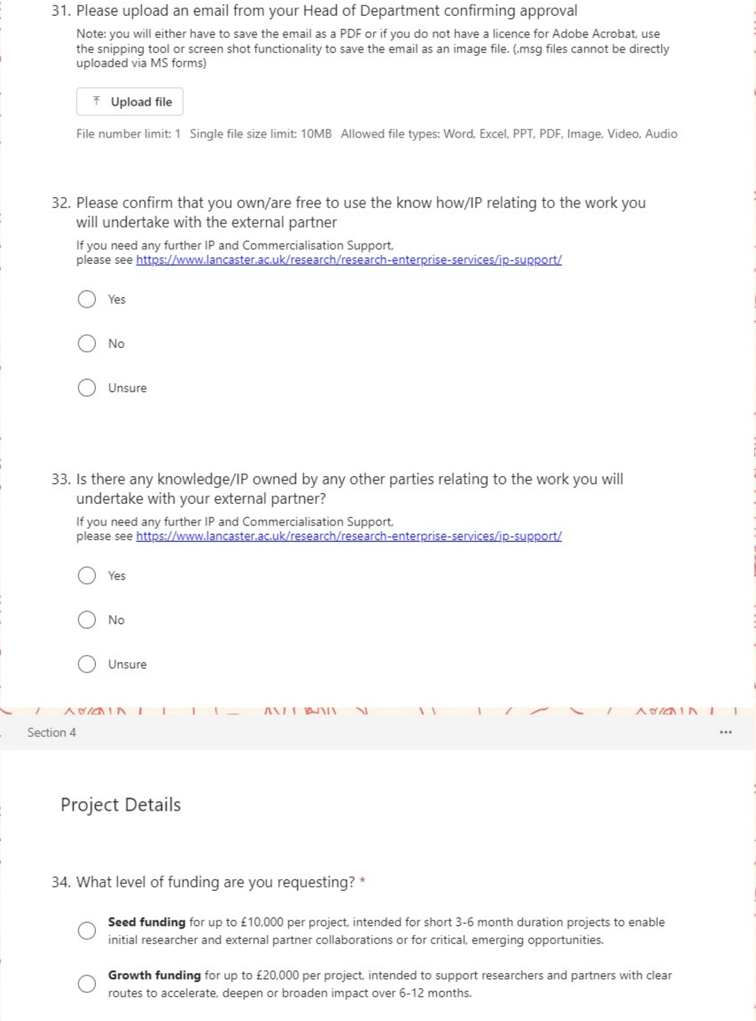
29. Please confirm that your project and IAA application has the approval of your Head of Department?

○ Yes

○ No

30. Please outline why an email approval from your Head of Department cannot be uploaded at this stage

Enter your answer



31. Please upload an email from your Head of Department confirming approval

Note: you will either have to save the email as a PDF or if you do not have a licence for Adobe Acrobat, use the snipping tool or screen shot functionality to save the email as an image file. (.msg files cannot be directly uploaded via MS forms)

File number limit: 1 Single file size limit: 10MB Allowed file types: Word, Excel, PPT, PDF, Image, Video, Audio

32. Please confirm that you own/are free to use the know how/IP relating to the work you will undertake with the external partner

If you need any further IP and Commercialisation Support,
please see https://www.lancaster.ac.uk/research/research-enterprise-services/ip-support/

○ Yes

○ No

○ Unsure

33. Is there any knowledge/IP owned by any other parties relating to the work you will undertake with your external partner?

If you need any further IP and Commercialisation Support,
please see https://www.lancaster.ac.uk/research/research-enterprise-services/ip-support/

○ Yes

○ No

○ Unsure

Section 4

Project Details

34. What level of funding are you requesting? *

○ **Seed funding** for up to £10,000 per project, intended for short 3-6 month duration projects to enable initial researcher and external partner collaborations or for critical, emerging opportunities.

○ **Growth funding** for up to £20,000 per project, intended to support researchers and partners with clear routes to accelerate, deepen or broaden impact over 6-12 months.

○ **Accelerator funding** for over £20,000, intended to support teams of researchers make substantive advances with an external partner along the impact pathway. This must include cash match from your external partner (not in-kind)

35. Project Title *

Enter your answer

36. IAA funding requested *

Please just enter numbers (i.e. no £).

The value must be a number

37. Summary of the collaborative idea and key objectives (15% of score) *

*Provide a summary which can be understood by a non-specialist reader. Briefly outline the **underpinning research** that will be applied, **what** you will do (i.e. high level objectives) the **need** for the project (i.e. what problem is being addressed), the **importance** (i.e. why now), and the intended **beneficiaries** and/or impact(s) (i.e. who will benefit/how and through what means). Primary or engaged research or contract research/consultancy will not be funded.*

Please enter at most 2000 characters

38. Why is this partnership/collaboration best suited to achieve your project objectives? (15% of score) *

The primary purpose of the IAA scheme is to enable partnership working and collaboration that accelerates the application of academic research to real world scenarios and problems. Provide a summary explaining why this particular partnership between the researcher and the business (emerging from the Tech Catalyst) is suitable to explore the collaborative idea and objectives stated above.

Please enter at most 2000 characters

39. Please select which themes your proposal has broad alignment to: *

These themes are deliberately broad to ensure a wide range of activities can be supported. Feel free to select more than one.

☐ Health & social care

☐ Sustainability and net-zero

☐ Cyber security & AI

☐ Place-based innovation

☐ Creative & cultural industries

☐ Equality, diversity and inclusion in innovation and impact

40. What could the potential impact be? (15% of score) *

Think about potential impacts that could come about from the project - and try to be specific. This could be impact(s) for the ***partner*** *(i.e. costs savings, increased R&D, increased profit/turnover/exports, product/service innovation, jobs secured),* ***broader knowledge exchange outcomes*** *(practitioner/industry events, exchanges, secondments, CPD),* ***leveraged or scale up investment(s)*** *(i.e. seed corn/demonstrator funding to scale up), or* ***other academic/industry outcomes*** *(patents, publications, licensing, spinouts, equity investment, policy changes or training).*

Impact could also be broader, including an "effect on, change or benefit to the economy, society, culture, public policy or services, health, the environment or quality of life, beyond academia."

Impact-generating projects should be done 'with' partners, not 'to' or 'on' them. If your proposal involves product development you may find a 'FAB analysis' or consider writing an impact summary and pathway to impact statement – see https://www.fasttrackimpact.com/post/2017/06/01/how-to-write-an-impact-summary-and-pathway-to-impact

Please enter at most 2000 characters

41. What is your proposed project plan? (15% of score) *

Describe the key 'work packages' to be undertaken by the researcher/partner(s), describing interactions and timescales. This should demonstrate the dependencies between the activities, outputs and outcomes. The significance of partner involvement and the impact(s) that may be accrued by their organisation as a direct result of participation cannot be overstated. We expect to see partners embedded in project activities regardless of whether they are contributing cash to the project or not – ensuring a high level of involvement is more likely to enable a sustained partnership post IAA funding.

Please enter at most 2000 characters

42. Please describe how the relationship between the university and the external partner(s) will be sustained post funding, and what you expect a follow-on project could achieve? (15% of score) *

A key aim of the IAA is to build sustainable partnerships beyond the initial impact project. Consider how the relationship between the partners could be sustained post-funding and/or what a follow-on project could be explored or developed going forward.

Describe how you envisage the partnership developing, what your collaboration could achieve and how it could develop going forward. Be ambitious and realistic. Provide specific examples for funding streams and timescales. For example, identifying a specific UKRI / Innovate UK or other funding call or further contract research or consultancy.

Please enter at most 2000 characters

43. Do you have any cash match from your partner(s)? *

○ Yes

○ No

44. Please itemise any cash contributions here, including £ value and source *

The value must be a number

45. Do you have any in-kind match from your partner(s)? *

○ Yes

○ No

46. Please itemise any in-kind contributions here, including £ value and source *

Enter your answer

47. Provide a breakdown of your budget and cost headings. (15% of score) *

One total figure is not sufficient – a breakdown of headings is required i.e. staffing, consumables, travel and subsistence, equipment. This should be itemised where possible i.e. Research Assistant 1, £12,000; Equipment Item 2, £1,500; Two Train Journeys to London, £200 etc.

If you are proposing to pass a portion of your IAA grant to a third party then VAT may be incurred. Ensure you include allowance for any VAT on 'taxable supplies' – see gov.uk/how-vat-works/what-vat-charged-on.

Full Economic Costs are not applicable/eligible (i.e. estates and indirect costs, permanent staff time etc).

Types of eligible costs include: Research Assistant/Post-Doctoral Researcher time, travel, consumables, equipment (<£10K), and items such as childcare costs to enable work or time away from home.

*Costs and approvals **do not** need to go through the Lancaster Research Support Office, though you may find it helpful to seek assistance with staff costs, if applicable. See lancaster.ac.uk/research/research-services/pre-award-development/costing-and-pricing/*

Explain how you will manage the budget and ensure delivery to time, cost, and quality.

Please enter at most 2000 characters

48. Please explain how your project will protect and promote Equality, Diversity and Inclusion (EDI) (5% of score) *

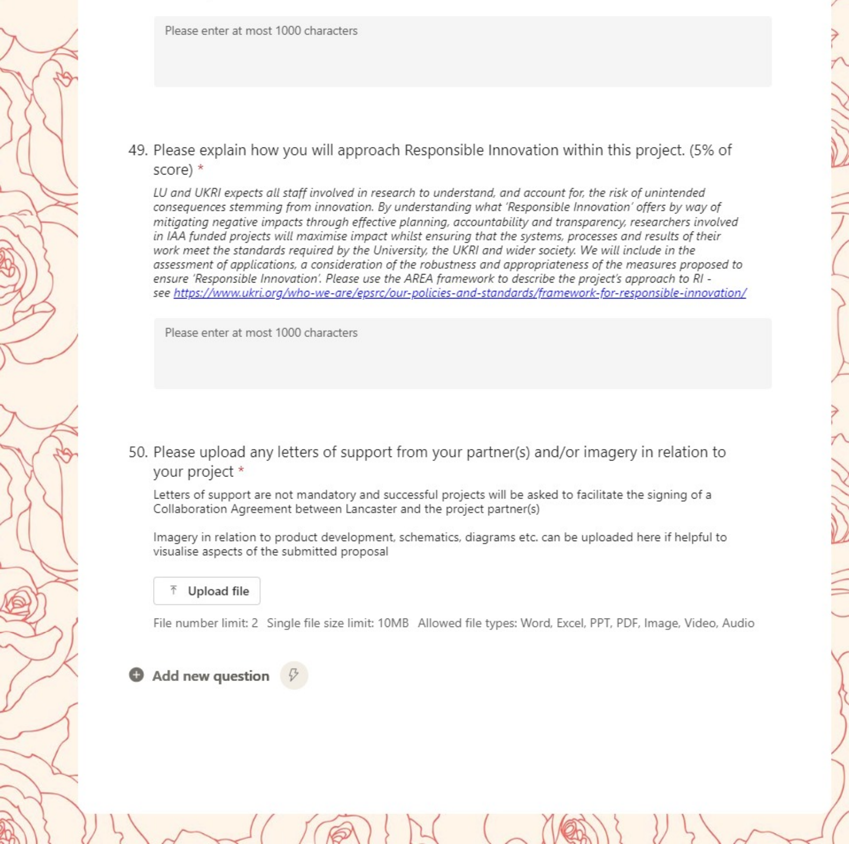
Lancaster's IAA works to promote, equality, diversity and inclusion. This supports institutional commitments to create an environment where everyone can thrive and fulfil their potential. This is expressed by initiatives linked with recognising and supporting protected characteristics including age, disability, gender identity, race, religion and sex and sexual orientation in alignment with the Equality Act 2010. Commitments, aims and planned actions are set out in our EDI strategy, Gender Pay Gap Report and EDI charter marks. Consider how you will promote EDI through your project, for example:

- Project recruitment and Personal Development Reviews of staff (e.g., positive action statements, recruitment panels)

- Enhancing understanding of EDI opportunities and challenges (e.g., highlighting the importance of diversity in research).

- Designing inclusive activities (e.g., language, terminology and communication channels used in promotions, events, or materials, and consideration of timings such as avoiding school/religious holidays)

- Addressing under representation (e.g. sharing case studies where IAAs have had beneficial outcomes for individuals)



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49. Please explain how you will approach Responsible Innovation within this project. (5% of score) *

LU and UKRI expects all staff involved in research to understand, and account for, the risk of unintended consequences stemming from innovation. By understanding what 'Responsible Innovation' offers by way of mitigating negative impacts through effective planning, accountability and transparency, researchers involved in IAA funded projects will maximise impact whilst ensuring that the systems, processes and results of their work meet the standards required by the University, the UKRI and wider society. We will include in the assessment of applications, a consideration of the robustness and appropriateness of the measures proposed to ensure 'Responsible Innovation'. Please use the AREA framework to describe the project's approach to RI - see https://www.ukri.org/who-we-are/epsrc/our-policies-and-standards/framework-for-responsible-innovation/

Please enter at most 1000 characters

50. Please upload any letters of support from your partner(s) and/or imagery in relation to your project *

Letters of support are not mandatory and successful projects will be asked to facilitate the signing of a Collaboration Agreement between Lancaster and the project partner(s)

Imagery in relation to product development, schematics, diagrams etc. can be uploaded here if helpful to visualise aspects of the submitted proposal

File number limit: 2 Single file size limit: 10MB Allowed file types: Word, Excel, PPT, PDF, Image, Video, Audio