UCL’s Innovation network application

## General project information

|  |  |
| --- | --- |
| Project title |  |
| Activity | Either scoping or establishing an innovation network |
| Call | Stream:Sub-stream: Call:  |
| PI / academic lead at UCL | Given Name |
| UCL Email | Last Name |
| Department | UPI |

Co-Investigators at UCL

|  |  |  |  |
| --- | --- | --- | --- |
| Name | UPI | Department | Email |
|  |  |  |  |

Declaration of Interest

|  |  |
| --- | --- |
| Are you in compliance with UCL’s policy on Disclosure of Conflicts and Declaration of Interest? | Please provide details as needed e.g. details of interest, an explanation if your answer is ‘No’ |
| Yes/No |  |
| If relevant to this proposal, have you disclosed any actual, potential or perceived conflicts of interest to UCL? | Please provide any further information if applicable |
| Yes/No |  |

Ethical Approval

|  |
| --- |
| Do you require ethical approval for this project? |
|  |

Confidentiality

|  |  |
| --- | --- |
| [ ]  Yes, my application contains confidential information that should not be shared publicly | [ ]  No, my application does not contain confidential information that should not be shared publicly |
| Please provide details: |

## Partner Organisation(s)

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|

|  |  |
| --- | --- |
| Name |  |
| Organisation type | [ ]  Public – Central Government[ ]  Public – Local Government[ ]  Public – NGO[ ]  Private – Public Limited Company (PLC)[ ]  Private – Limited Company (Ltd)[ ]  Private – Limited Liability Partnership (LLP) | [ ]  Private – Community Interest Company (CIC)[ ]  Charity or Trustee Managed[ ]  Social Enterprise[ ]  Higher Education Institution[ ]  Research Institute[ ]  Funding Body[ ]  Other (please specify) |
| Size of company | ☐ Micro ☐ SME ☐ Large ☐ Large multinational |
| Lead contact  | *Name* | *Email* |
| *Job title* | *Business phone number* |
| Address |   |
| Sectors(select up to 2) | [ ]  Aerospace, Defence, Marine[ ]  Agriculture, Food, Drink[ ]  Chemicals[ ]  Communities and Social Services/Policy[ ]  Construction[ ]  Creative Economy[ ]  Culture, Heritage, Museums and Collections[ ]  Digital/Comms/Info Tech[ ]  Education[ ]  Electronics[ ]  Energy | [ ]  Environment[ ]  Financial Services & Management Consultancy[ ]  Government, Democracy and Justice[ ]  Healthcare[ ]  Leisure, incl. sports, recreation & tourism[ ]  Manufacturing, incl. Industrial Biotechnology[ ]  Pharmaceuticals and Medical Biotechnology[ ]  Retail[ ]  Security, Diplomacy[ ]  Transport[ ]  Other (please specify) |
| Is this the first time you have worked with this partner? |  |
| Details of previous engagement |

 |

## Planned Activities

|  |
| --- |
| Proposed activity category, please select all that apply |
| Secondments, People Exchange | Networking |
| Workshops or seminars | Training |
| Employment or specialist staff | Public Policy activities |
| Publications | Commercial ventures or social enterprises |
| Engagement events with industry/users | Other |
| Summary of aims and objectives of the innovation network: |
| **Describe fully the activities to be undertaken and how they will increase the impact of the underpinning work** |
| **Describe the role of the partner organisation(s)** |

## Impact and risk assessment

|  |
| --- |
| **How does this project fit with Innovation & Enterprise’s strategy for 21-23?** |
| **Provide an outline on why this project will make a difference outside the university sector:** |
| **Describe (i) anticipated outcomes, (ii) the potential impact and beneficiaries, (iii) measures of success:** |
| **Plan for ongoing activity and securing further funding if the innovation network plans to operate beyond the funded period:** |
| **Risk assessment:** |
| **Commercialisation and consultancy possibilities, including UCLB/UCLC engagement (if relevant):** |

## Track Record

|  |  |
| --- | --- |
| Summary of underpinning work and link to grant portfolio |  |

|  |  |
| --- | --- |
| Outline of your previous engagement in knowledge exchange or innovation |  |
| Project numbers & year received | From UCL or any other external sources |

## Resources and Financial Details

|  |  |  |  |
| --- | --- | --- | --- |
| Proposed start |  | Proposed end |  |
| Partner contribution | Details of contribution from partner organisation: |
| *Cash (£)* | *In kind (£)* | *Total (£)* |
|  |  |  |
| UCL funding requested(£, direct costs only)  | Staffing and recruitment requirements: |
| Justification of resources requested: |
| *Salaries* | *Consumables* | *Travel* | *Other* | *Total* |
|  |  |  |  |  |
| List expected spend by month: |
| Financial Year 1 | Financial Year 2 |
| Financial Year 1 Value (£) | Financial Year 2 Value (£) |

**Funded Staff Details**

|  |  |  |  |
| --- | --- | --- | --- |
| Name | UCL background | FTE | Dates from / to |
|  |  |  |  |

|  |  |
| --- | --- |
| Departmental Manager or Departmental Administrator with budgetary responsibility | Given Name: Last Name: Email: Department: UPI:  |
| Worktribe ID  | MyFinance Organisational Unit |

## Completion & Documents

Confirm Documents attached

1. Standalone Worktribe costings (Excel)
2. Costing tool
3. Evidence of Partner Organisation support (i.e., letter or email of support)

Head of Department

|  |  |  |
| --- | --- | --- |
| Head of Department | Given Name | Last Name |
| UCL Email | UPI |
| Department |