UCL’s General knowledge exchange application

## Project Info

|  |  |  |
| --- | --- | --- |
| Project title |  | |
| Call | Stream: KEIF  *Sub-stream*: ☐ AHRC IAA ☐ EPSRC IAA ☐ STFC IAA ☐ HEIF  *Call*: KEI2023(-XX) | |
| PI / academic lead at UCL | *Given Name* | *Last Name* |
| *UCL Email* | *UPI* |
| *Department* | |

Co-Investigators at UCL

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

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? |
| ☐ Yes ☐ No |

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) *(if any)*

|  |  |  |  |
| --- | --- | --- | --- |
| **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?** | ☐ Yes ☐ No ☐ Don’t know | | |
| **Details of previous engagement** |  | | |

## Planned Activities

|  |  |
| --- | --- |
| **Proposed activity category** (**HEIF ONLY**; select as many as applicable): | |
| ☐ Secondments, people exchange  ☐ Workshops or seminars  ☐ Employment of specialist staff  ☐ Publications  ☐ Engagement events with industry/users | ☐ Networking  ☐ Training  ☐ Public Policy activities  ☐ Commercial ventures/Social Enterprises  ☐ Other (provide details) |
| Summary of aims and objectives of the project: | |
| **Describe fully the activities to be undertaken and how they will increase the impact of the underpinning research** | |
| **Describe the role of the partner organisation(s)** (if any) | |

## Impact and risk assessment

|  |
| --- |
| **How does this project fit in with the** [**Innovation & Enterprise’s Strategy for 2021-23**](https://www.ucl.ac.uk/enterprise/ucl-innovation-and-enterprise-interim-strategy-2021-2023)**?** |
| **Provide an outline of 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 project is successful** |
| **Risk assessment and competitor analysis:** |
| **Commercialisation possibilities, including UCLB engagement:** |
| **UCLB Business Manager:** |

## Track Record

|  |  |  |
| --- | --- | --- |
| Summary of underpinning work and link to grant portfolio | *Summary:* | |
| *Project numbers:* | |
| *EPSRC/STFC grant(s)* | *Other* |

|  |  |  |  |
| --- | --- | --- | --- |
| Outline of your previous engagement in knowledge exchange or innovation | *Summary:* | | |
| *Project numbers & year received:* | | |
| *EPSRC* | *External* | *Other UCL* |

## 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:* | | | | | | | |
| *Funding request per financial year (1st Aug–31st July):* | | | | | | | |
| *Financial Year 1* | | | | *Financial Year 2* | | | |
| *Financial Year 1 Value (£)* | | | | *Financial Year 2 Value (£)* | | | |
| Funded staff details (add more copies of this table if needed) | *Name* | | | | *FTE* | | | |
| *UCL background*  ☐ Doctoral student ☐ Postdoctoral staff ☐ Teaching  ☐ Other academic staff ☐ Technical/support ☐ Other (please specify) | | | | | | | |
| *Date from* | | | | *Date 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. 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* | |