**Application form Business Interaction Vouchers (BIV)**

**Round One (January 2020)**

# *Please complete all sections; boxes are expandable.*

1. **Project title**

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|  |

1. **Applicant (s) details**

|  |  |
| --- | --- |
| **Academic partner (Lead Applicant and Principle Investigator)** | |
| Lead applicant’s name |  |
| Position held |  |
| University/Institution |  |
| Email |  |
| Telephone number |  |
|  | |
| **Industrial partner** | |
| Name |  |
| Position held |  |
| Institute/company |  |
| Email |  |
| Telephone number |  |

***(Further applicants/partners may be added- just copy and paste the blank box)***

|  |  |
| --- | --- |
| **Academic partner’s Finance/Research Office contact**  (*this is the person who would be responsible for the financial administration of your award)* | |
| Name |  |
| Position held |  |
| Email |  |
| Telephone number |  |

1. **Public summary of the project, including how this fits within an industrial biotechnology scope**

*This information will be used by the HVB network and BBSRC for public dissemination if the award is funded. This section is not scored but must be written in a manner which is accessible to a lay audience.*

|  |
| --- |
| *(maximum 250 words)* |

1. **Project dates** *Project duration may be up to six months.*

|  |  |
| --- | --- |
| Start date: | End date: |

1. **Project details**

**5.1 Outline of proposed work (750 words)**

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**5.2 Project deliverables**

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|  |

**5.3 Description of how the project fits BBSRC IB scope for BIV projects (200 words)**

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|  |

* 1. **Benefits/significance of the project outputs to the industrial partner (200 words)**

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|  |

**5.5. Benefits/significance of the project outputs in building a longer term relationship between the partners (200 words)**

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|  |

**5.6 Does the project raise any ethical or social issues which the Evaluation Panel should be aware of, including access and benefit sharing requirements for the use of genetic resources?**

**If yes, please provide details**

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**5.7 Does the project involve the use of animals?**

**If yes, please provide details**

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**5.8 Is this project currently being considered for funding by any other organisation?**

**If yes, please provide details.**

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**6a. Financial information – academic partner**

*Please provide requested costings for each item as applicable. If your application is successful, you will be required to report against the costs requested and virement between cost headings will not be permitted.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Item** | **£ Request at 100% FEC** | **£ Request at 80% FEC** | |
| Total Value of Award |  |  | |
| Directly Incurred Staff |  |  | |
| Directly Incurred Travel and Subsistence |  |  | |
| Directly Incurred Other Costs |  |  | |
| Directly Allocated Investigators |  |  | |
| Directly Allocated Estate Costs |  |  | |
| Directly Allocated Other Costs |  |  | |
| Indirect Costs |  |  | |
| **Please provide a brief narrative to justify requested costs (250 words).**  Please note that equipment purchase is an ineligible cost, however equipment access charges are allowable. Staff costs must be for members of staff with an employment contract. | | |
|  | | |

**6b. Financial contribution – industrial partner**

*Please provide details of the contributions under various headings (it is not essential to include a contribution under all headings; please select the most appropriate for your partnership. Please add additional cost headings under ‘other’ as appropriate)****.*** *If your application is successful, you will be required to provide details of the matched funding received in your expenditure statement and the contribution received must at least equal the amount requested at 80% FEC.*

|  |  |  |
| --- | --- | --- |
| **Item** | **Details** (hourly or daily rate, number of hours, specific consumables etc.) | **Value** (£) |
| Staff costs |  |  |
| Provision of materials or consumables to the academic partner |  |  |
| Access by academic partner to facilities owned by the industrial partner |  |  |
| Travel by industrial partner to attend project meetings |  |  |
| Facility access |  |  |
| Cash contribution |  |  |
| Other – provide details |  |  |
| Other – provide details |  |  |
| Other – provide details |  |  |
| **TOTAL VALUE OF INDUSTRIAL CONTRIBUTION** | | £ |
| **Please provide a brief narrative describing how the proposed industrial contribution meets the needs of the partnership (250 words).** | | |
|  | | |

**Final checklist:**

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| --- | --- |
| ✓ | **Please read and tick to indicate you have done the following:** |
|  | I have read the Business Interaction Voucher guidelines for the HVB Flexible Fund. |
|  | I am a member of the HVB Network. |
|  | The industrial partner is a member of the HVB Network. |
|  | A letter of support from the lead applicant’s University confirming acceptance of the 80% FEC rate and the lead applicant’s eligibility to receive BBSRC funding has been attached (The document can be submitted as a pdf). |

**To submit the application:**

Please submit this application by email to hvb-network@york.ac.uk. The application form should be a Word document and the letter of support can be a pdf.

**Any questions?**

Please email Dr Caroline Calvert, HVB Network Manager via hvb-network@york.ac.uk

**Timelines:**

Application deadline: 8 January 2020 by 11:00

Review panel decision: end of February 2020

Projects must start before: 1 June 2020