# Application Form for Proof of Concept Funds 2021 – call 2

# Please read the PoC guidelines before you start. Complete all sections; boxes are expandable.

# This form should be submitted as a Word document, do not convert it to a pdf.

**1. Project title**

|  |
| --- |
|  |

**2. Applicant (s) details – Principal Investigator:**

|  |  |
| --- | --- |
| Lead applicant’s name: |  |
| Position held: |  |
| University/ research institute: |  |
| E-mail: |  |
| Telephone: |  |

|  |  |
| --- | --- |
| Finance/ Research Office contact: |  |
| Position held: |  |
| Email: |  |
| Telephone: |  |

*(This is the person who would be responsible for the financial administration of your award).*

**Co-investigator:**

|  |  |
| --- | --- |
| Co-applicant’s name: |  |
| Position held: |  |
| University/ research institute: |  |
| E-mail: |  |

**Research Co-investigator:**

|  |  |
| --- | --- |
| Co-applicant’s name: |  |
| Position held: |  |
| University/ research institute: |  |
| E-mail: |  |

*(Please see guidelines for definition of research co-investigator)*

**Industry partner:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name: | | | | | | |  | | | | | | | |
| Position held: | | | | | | |  | | | | | | | |
| Email: | | | | | | |  | | | | | | | |
| Telephone number: | | | | | | |  | | | | | | | |
| Company: | | | | | | |  | | | | | | | |
| Geographical base: | | | | | | |  | | | | | | | |
| Company Registration Number: | | | | | | |  | | | | | | | |
| Company website: | | | | | | |  | | | | | | | |
| Employee headcount – *highlight**correct box below*: | | | | | | | | | | | | | | |
| <5 | 5 -  10 | | 11 -  25 | 26 - 50 | | 51 -  100 | | 101 - 250 | 251 - 500 | | 501 - 1000 | 1001 - 4999 | | >5000 |
| Company annual turnover for last FY - *highlight correct box below (figures in £):* | | | | | | | | | | | | | | |
| <10,000 | | 10,000 -  99,999 | | | 100,000 - 249,999 | | | 500,000 - 749,000 | | 250,000 - 499,999 | | | 750,000 - 999,999 | |
| 1M -  1.9M | | 2M -  5M | | | 5M -  9.9M | | | 10M -  24.9M | | 25M -  50M | | | >50M | |

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

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

*This information will be used by HVB and the 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.*

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

**4. Project dates** *Project duration may be up to 12 months.*

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

**5. Finances**

***Please replace the costings, which are only provided as an example, with your requested costings for each item as applicable.*** *You will need to* ***double click on the table below to activate the excel part of this template****. If your application is successful, you will be required to report against the costs requested and virement between cost headings will not be permitted.*



|  |  |
| --- | --- |
| **Justification of costs narrative:**  *Notes: Equipment purchase is an ineligible cost, however equipment access charges are allowable. Staff costs must be for members of staff with an employment contract.* | |
| **Value of Industry Contribution (cash and in-kind) (£)**  *(required for HVB Products/ Processes for Industry)* |  |
| Breakdown and explanation of industry contribution: | |
| **Do any of the named applicants have any conflict of interest with regard to the company?**  *Please declare any interests you have in the company – see guidelines section 8 for conflict of interest guidance.* | |

**6. Other NIBB funding**

|  |
| --- |
| Do you currently hold any other awards or have an application pending from a NIBB2 network? |
| Have you previously received NIBB phase I or II funding for research in the area of the current application? YES/ NO  If yes:   1. Which Network funded your award and what was the POC code allocated to this project? 2. Please explain how this project represents progression from that award and why a further PoC project is required. |

**7. Technology Readiness Level (TRL)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Please indicate **√** your current TRL, you will find a BBSRC description of TRL on our website: <https://www.highvaluebiorenewables.net/funding/> | | | | |
| **1** | **2** | **3** | **4** | **5** |
| What do you anticipate the TRL to be once you have completed your programme of work? | | | | |
| **1** | **2** | **3** | **4** | **5** |

**8. Case for Support** *up to* ***five*** *pages. Please read the guidelines.*

**Context and details of the work proposed**

**Relevance to HVB Scope**

**Ethical, economic, environmental and social impact considerations**

**Project Management**

**Impact**

**Checklist**

Please ensure all items are completed otherwise your application will be returned to you and may not be reviewed until the following funding round

|  |  |
| --- | --- |
| ✓ | **Please read and tick to indicate you have done the following:** |
|  | I have read the Proof of Concept guidelines for the HVB Flexible Fund |
|  | I am a member of the HVB Network |
|  | All other applicants and industrial partners are HVB Network members |
|  | My CV, as lead applicant, is attached (no more than 2 sides A4) |
|  | I have attached a letter of support from my institution confirming acceptance of the 80% FEC funding rate and my eligibility for BBSRC-funding. |
| Reviewers  Conflict | Is there any reason why any individual on the HVB Leadership Team should not review the proposal? Our website has a current list of LT members.  *Delete as appropriate:*  YES – please describe:  NO conflicts |

Any questions regarding proof of concept funds should be emailed to the HVB Network: hvb-network@york.ac.uk.