Higher Education Innovation Fund Round 5

Warwick Impact Fund 2011-2015

The purpose of the Warwick Impact Fund is to increase the University's capacity and capability to deliver world-class, innovative Impact. There are three elements to the fund for the Higher Education Innovation Fund Round 5 period (2011-15):

- Impact Development Awards
- Strategic Impact Awards
- Proof of Concept Awards

Purpose

The Warwick Impact Fund will provide:

- Impact Development Awards – Rolling funds available for modest support for impact activity specifically related to the University Strategy and Global Priority Programmes (GPPs). This is likely to be business focused, although not exclusively.
- Strategic Impact Awards – A competition to provide pump-priming support for the development of new impact activities and initiatives which are creative and innovative and clearly of a strategic nature. Projects should ideally be of an inter- or multi-disciplinary nature and must show clearly that they have the potential to lead directly to future bids for external funding. Applications which relate specifically to the University Strategy and to areas covered by the GPPs are particularly encouraged.
- Proof of Concept Awards – To support the commercial exploitation of University Intellectual Property and “Know How”, developing innovative new products and processes. It will support applicants to investigate, advance and protect early stage innovative business ideas and to commercialise new innovations.

The Warwick Impact Fund will be administered through Research Support Services.

Eligibility

The Warwick Impact Fund is open to all academic Departments, Research Institutes, Centres and GPPs. Particular encouragement is given to inter- and multi-disciplinary proposals that foster collaboration between Departments and Faculties.

Applicants should normally be a University employee in a full-time post, or be the holder of a personal research fellowship awarded competitively. Applicants should have at least 12 months left to run on their employment contract at the date of application. Fellowship holders will not usually be permitted to apply for Warwick Impact Fund support within the last 12 months of their fellowship.

Criteria

Impact Development Awards:

- Does the proposal relate directly to one or more elements of the Vision 2015 Strategy?

Strategic Impact Awards:

- Is the project of excellent quality and timely?
• Is the project part of a realistically ambitious programme that, depending on the nature of the project, fits in well with the strategic research priorities of your group, Centre, Department, Faculty and/or the University?
• Will support from the Warwick Impact Fund contribute to the generation of new Impact activity; research income from external agencies and are those involved in the project capable of achieving this? Is there a fit between the project and the priorities of external funding agencies? It is essential that there is a clear indication that activities conducted under the Warwick Impact Fund award will lead to an application for external research funding. The Warwick Impact Fund committee will expect to see details of specific external funding schemes and deadlines to which the applicant will eventually apply.
• Are the objectives and methodology clearly stated?
• Does the project represent value for money? It is not the purpose of the Warwick Impact Fund to replace external funding. The Warwick Impact Fund Committee must be convinced that pump-priming support has the potential to attract significant external funding in the future.

Proof of Concept Awards:

Please note that ALL applications for Proof of Concept Awards must be supported by Warwick Ventures.

• Uniqueness of the proposition
• Readiness of the technology for production
• Value of the market
• Anticipated profit margins
• Intensity of competition in the market
• Competitive edge of the product or service
• Ease of access to the market
• Customer conservatism
• Commitment of the team
• Commercial experience of the team

Types of Awards

• Impact Development Awards: Maximum value of £2,500.
• Strategic Impact Awards: Maximum value of £50,000 PA. Applications for larger sums will be considered only by prior consultation and discussion, and if funds are available.
• Proof of Concept Awards: Maximum value of £30,000.

Awards under the schemes will be made on the basis that:

• They are non-repayable grants (except in the case of conferences or other events which make a profit);
• Individuals and Departments can prove that they cannot support the project or activity from existing individual or departmental discretionary funds;
• The applicant’s/applicants’ Department(s) will make a contribution to the cost of the project;
• Funds will be spent according to an agreed profile, failure to spend will result in a clawback event;
• Appropriate ethical approval has been sought and granted where necessary;
• There are no significant additional space implications that cannot be accommodated within the Department(s) involved;
• Any over-sPENDs become the responsibility of the host department or departments.

Eligible Costs

• Eligible costs include direct staff costs, some specialist equipment, consumables, travel and accommodation, and all other items required for the project.
• Building and refurbishment costs will NOT be eligible under this scheme.
• The applicant’s Department (and those of all co-applicants) must detail what contribution they will make to the direct costs of the project and must also confirm that the costs requested from the Warwick Impact Fund cannot be met from existing individual or departmental discretionary funds. Applications for Strategic Impact Funds must include a completed budget section and all costs should be justified in the Case for Support.
• Organising and hosting seminar series, conferences or other showcasing events which facilitate collaborations and foster international partnerships leading to significant bids for external money or that raise the profile of an individual or group will be considered for support. Such events are expected to break even and in the event that they make a profit, the Warwick Impact Fund award will be repaid up to the amount of the original grant.
• Projects that facilitate greater engagement with wider user communities, such as business and industry, or which otherwise demonstrate the impact of the research (e.g. through knowledge transfer activities) will be particularly welcomed.

How to Apply

Deadlines:

• Impact Development Awards: Monthly, last working day of each month.
• Strategic Impact Awards: Monthly, last working day of each month.
• Proof of Concept Awards: Monthly first to Warwick Ventures who will then submit them to RSS by last working day of each month.

It is anticipated that applicants will be informed of the outcome of Award applications within two weeks of the submission deadline. Awards may start from 1 August 2011 and must be spent by 31 July 2015. There will be no exceptions to this rule and funds unspent by 31 July 2015 will no longer be available to awardees. For queries concerning applications, please contact:

Dr Mark Bobe
Head of Business Relations
Email: mark.bobe@warwick.ac.uk
Phone: 73178 or 07824 540861

Submission:
Applications for *Strategic Impact Awards* should be made electronically using the application form. Applicants and Heads of Departments should read the Guidelines for completing the application form carefully.

Completed applications must be submitted from the Head of Department of the principal investigator by no later than 23:00 on the day of the deadline.

Applications for *Impact Development Awards* should take the form of an initial email, outlining your proposal and providing a total figure to be requested along with a Case for Support attached. The Case for Support should include the following information:

- Brief background/context
- Aims/objectives – this should include an indication of how the project fulfils the criteria for funding as listed above:
- Methodology
- Brief timetable
- Excellence and timeliness of the project; fit of project with strategic priorities of your group/Centre/Department/Faculty/University; ability of project to contribute to a step-change in external research income generation; fit of project to priorities of external funding agencies; enhancement of applicant’s research profile. There should be a clear indication of the applicant’s intention to apply for external funding.
- Project management – this should include an indication of the role(s) to be played by applicants and co-applicants in the project
- Outcomes – this should include information on any applications which you intend to make to external funding agencies, with an estimated date of application, name of external funding agency and estimated value where possible. In the case of Small Grants, applicants should state how their research profile will be enhanced as a result of the project.
- Details & Justification of costs – Please provide an adequate level of detail about costs sought. This should include a justification of applicant/co-applicants’ time on the project rather than a justification of the amount of applicant/co-applicants’ salary. The salary levels of other staff employed on the project should be justified. Please itemise travel costs and provide sufficient detail of any consumables. See page 8 for further details.

These emails should be sent to: mark.bobe@warwick.ac.uk

**Declaration of Support from the Head of Department**

Please note that all applications must be endorsed by the relevant Head of Department. Applications that do not include a statement from the Head of Department will not be supported. Applications involving more than one department must be submitted by the Head of Department of the Principal Applicant. The Declaration of Support should contain a statement confirming that the Heads of Departments of each co-applicant also support the application. Co-investigator Heads of Department should liaise with the Principal Applicant and/or the Principal Applicant’s Head of Department to ensure the Co-investigator’s departmental declaration of support is fully included within the application. The declaration should also include information regarding:

- Why the project/activity costs cannot be met from existing individual or departmental discretionary funds
• How the application reflects and supports the achievement of present and future strategic research plans (with reference as appropriate to Departmental/Institute/Centre five-year plans and Research Planning)
• How the application reflects the strategic plans, funding priorities and future calls for proposals of a major funding body and/or how the application will enhance the research profile of the individual or group concerned
• Please note that Heads of Department may, at a later stage, be asked to rank applications for Strategic Awards from their department in order of priority.

Assessment process

Applications for Strategic Impact Awards will be reviewed by members of the University Research Committee or their nominees. Strategic Impact Awards may also be reviewed externally, if required. Rankings from Heads of Departments, if deemed necessary, will be taken into account. Applications will be ranked at Faculty level before a final decision on funding is made. Development Awards will be reviewed by the Pro Vice Chancellor for Knowledge Transfer, Business Engagement and Research (Science and Medicine) and the Pro Vice Chancellor for Research (Arts and Social Sciences). The decisions of the PVCs and the University Research Committee are final. The University Research Committee and the PVCs will endeavour to provide feedback to all unsuccessful applicants and to successful applicants where appropriate.

Reporting Requirements

All successful applicants will be required to provide a brief report within 1 month of the end of the funding period. This report should detail the use of the funds; achievement of outputs and outcomes from the award; how the activities have contributed to the strategy; future plans to build on the work done and further funding applications made or planned. A second report will be required 1 year after the end of the funding period in order to further assess outputs from the grant.