EPSRC and STFC Impact Acceleration Accounts
Flexible Innovation Starter Fund - Guidance for Applicants

1. **Purpose**

This fund aims to kick start and enhance the impact of EPSRC and STFC funded research discoveries by supporting short-term secondments, business/end user engagement and small scale pre-commercialisation activities. Successful projects should move research outputs into a position where they are suitable for further translation funding (e.g. Innovate UK, QMUL Proof of Concept Fund or Large Grant Impact Acceleration Funds) to achieve policy changes, economic or social impact. Maximum funding available under this scheme is for £5,000. Projects should normally be completed within 3 months and you can apply at any time. See Point 4 for further information on how to apply.

If you would like support to identify potential partners/opportunities or would like further guidance on how to prepare an application please contact the impact-acceleration@qmul.ac.uk.

2. **Eligibility**

Applications are only permitted for projects focused on the exploitation of knowledge or technology generated through EPSRC and STFC funded research. Projects should normally be completed within 3 months and must be completed by 31st March 2020. No extensions are possible.

We are particularly keen to encourage EPSRC and STFC funded Early Career Researchers (this includes doctoral students and post-doctoral researchers) to apply, in addition to academic staff.

Eligible activities include, but are not limited to:

- Establishing and developing relationships with external partners to maximise impact.
- Focussed knowledge exchange projects to identify and address a problem/opportunity.
- Working with businesses/end users to inform the design of a translational grant proposal or commercial business plan.
- Small scale pre-commercialisation activities.

Activities could be achieved by:

- Organising or attending events/meetings (e.g. workshops, seminars, site visits and tradeshows).
- Secondment of a post-doctoral researcher or doctoral student funded by EPSRC to partner organisation or inward secondment of a senior industry/user scientists. Secondments can be either full-time or part-time, where a minimum of 50% of the overall time should be spent at the partner organisation.
- Obtaining input and services from consultants, experts or specialists. Types of inputs/services include: paying for development and manufacture of demonstrators, software and prototypes, testing/pilots, de-risking, market assessments and validation.

Please note: this scheme does not support academic research or public engagement activities to inform, consult or collaborate with the public.

Eligible organisations to partner with include UK businesses (and international businesses with a UK presence/influence), third sector and public sector organisations. This scheme will not support collaboration between other universities or research institutes.
Eligible costs include:

- PDRA/researcher salary
- Travel and accommodation
- Project support costs
- Professional fees
- Outsourcing and prototyping
- Bench fees and consumables (inward secondments only).

Costs cannot be requested to support additional research work, PI salary replacement or cover (e.g. teaching buy out), ‘bridging’ between research grants, estates and indirect costs.

Further details of eligible costs can be found in the Eligible Cost Table.

3. **Assessment**

Funding decisions are made by the Dean for Research and Deputy Vice Principal - Research (Enterprise). Where the request is for a sum of more than £1000, applications may also be referred to internal impact experts. The IAA partnerships officer will make decisions on applications under £1000. Requests under £1000 will be assessed against this criteria:

- Potential for proposed activities to promote knowledge-exchange to establish/build beneficial partnerships that could lead to impact generation.
- Strength of links to previous/ current EPSRC research.
- Ability to spend the funds requested within the timeframe of the project.

Requests over £1000 will be assessed against this criteria:

- Clarity and strength of impact-related aims and deliverables.
- Strength of links to previous/ current EPSRC research.
- Significance/ likelihood of impact generation.
- Strength of involvement of external partners. Partnerships that link to the [Industrial Strategy Challenge Fund](#) are very much encouraged.
- Ability to spend the funds as requested within the timeframe of the project.

Projects will be prioritised where a matching funding contribution (e.g. cash or in kind) is provided by the partner, however this is not essential.

4. **How to apply**

Please complete and submit the Flexible Innovation Starter Fund application form.

Once requests are submitted, applicants should normally receive a decision within two weeks. Where applications are for more than £1000, this may be slightly longer due to the need to seek the opinion of other impact experts. Applicants that are not successful will be provided with feedback.

For request of funds for outwards secondments, please also include this information along with the application form:

- a letter of support from the external partner
- (if the secondee is a PhD student) a letter from the main academic supervisor confirming their support and that the student’s studies will not be affected by undertaking the secondment and no extension will be required in finishing their PhD.

5. **Deadlines**

The scheme is now open and applications can be submitted at any time.
6. Accessing Funds

Information on how to access funds will be provided to successful applicants with their award letter. Any unaccounted costs or underspends will be clawed back for re-use within further calls. Overspends are the responsibility of the School/Institute.

7. Reporting

To be eligible under IAA rules, applicants that are successful in receiving an award for over £1000 will be required to produce a short final report one month after the end date of the project. The award letter will recommend what outputs, outcomes and impacts to report (see EPSRC Outputs, Outcomes and Impacts Capture Table).