

UK Aquaculture Initiative Call for Collaborative Research and Innovation Proposals

Executive Summary

The Biotechnology and Biological Sciences Research Council (BBSRC) and the Natural Environment Research Council (NERC) invite proposals for collaborative research and innovation projects to the UK Aquaculture Initiative. Up to £4.4M of funding is available for this call for projects that address the strategic priorities of BBSRC and NERC, the research needs of the UK aquaculture industry, and create sustainable, tangible economic or societal benefits. The funding will support interdisciplinary **Consortia** (up to £1.2m 100% FEC) and **Innovation Projects** (up to £200k 100% FEC). Proposals should aim to address the thematic areas described in the Scope section of this document.

- The closing date for applications is **23 January 2018 at 16:00 GMT**
- A Call Launch workshop will be held on **6 December 2017**
- Projects must start by **1 October 2018**

BBSRC and NERC collaboratively developed the call scope with contributions from the Agri-Food and Bioscience Institute (AFBI), the Centre for Environment, Fisheries and Aquaculture Sciences (Cefas) and Food Standards Scotland (FSS). Cefas have agreed to contribute £500k towards this call and AFBI have agreed to contribute £120K towards this call to support the participation of their researchers as co-investigators in proposals led by an academic principal investigator (these proposals should be developed jointly between either Cefas or AFBI and academic colleagues as appropriate prior to submission). FSS may provide in-kind support for projects that align with their organisational objectives. Support will be agreed after the panel assessment meeting by the funders. Applicants are encouraged to contact representatives from these organisations (see [Contacts](#) section below) to discuss potential collaborations prior to submission.

Introduction

Background

A rapidly increasing global population, climate change, and intensified pressure upon vital resources are collectively threatening global food security. By 2030, 62% of fish eaten by humans is expected to be produced from aquaculture. In the UK, aquaculture is a key strategic component of the food sector, as production from UK aquaculture is the largest in the European Union. Sustainable expansion of the UK industry requires improved understanding of the basic biology, health and environmental interactions of farmed finfish and shellfish. In recognition of this importance, BBSRC and NERC have invested £6 million into the UK Aquaculture Initiative. By funding projects that incorporate both the biological sciences and environmental sciences, this cross-Research Council Initiative will bring together diverse expertise, knowledge, skills and facilities to deliver innovative approaches to solving industry challenges. In doing so, it will strengthen the research community to underpin the long-term needs of industry through interdisciplinary research, research translation and the provision of training.

UK Aquaculture Initiative

The UK Aquaculture Initiative is a joint BBSRC and NERC initiative to support high-quality, innovative research and research translation within a growing community of people working

together towards a mutual goal of developing a healthy, safe and sustainable UK aquaculture system.

The aims of the UK Aquaculture Initiative are:

1. To support high-quality, innovative, strategic research within UK higher education institutions and research centres
2. To build UK academic capability in aquaculture research and underpinning capacity to meet the long term needs of industry
3. To encourage cross-disciplinary working and draw in new researchers to the aquaculture sector
4. To support the translation of existing research data and knowledge into new tools, technologies and solutions
5. To ensure the exchange of knowledge between the academic science base and industry through the support of effective networking between academic groups and businesses
6. To build a community of people working together towards a mutual goal of developing a healthy, safe and sustainable UK aquaculture system

The UK Aquaculture Initiative funded six [Innovation Projects](#) through a call in 2016. In addition, a call for [Networks in Aquaculture](#) was held in 2016 and as a result a new aquaculture Network, ARCH-UK, was funded.

ARCH-UK is an academia led network that aims to connect the UK aquaculture community. In order to support the UK Aquaculture Initiative ARCH-UK undertook a community consultation around research priorities in the aquaculture sector between March and October 2017. Further details on this consultation can be found on the [ARCH-UK website](#). The community consultation carried out by ARCH-UK, alongside previous engagement and an analysis of the current BBSRC and NERC portfolios relevant to aquaculture have guided the scope of this call.

Call Scope

Scientific Scope

For the purpose of this call, 'aquaculture' is defined as the farming of aquatic animals and plants, and includes enhanced fisheries. It excludes capture fisheries (catching wild fish from seas or freshwater), although some aquaculture may depend at least in part on feed or seed derived from wild-caught fish. Aquaculture includes the culture of algae or other plants for food or fish-feed, but here excludes algal culture for bioenergy or non-food industrial products. However, some research, such as work to increase the productivity of algal culture, would be relevant for both food and non-food uses.

All farmed aquaculture species are in scope, including finfish and shellfish, but applications should focus on existing and new/emerging species important to the UK: species either farmed in the UK, or that have substantial importance to UK imports. Applications that consider interdisciplinary approaches within and at the interface between both NERC and BBSRC remits are particularly welcome. A number of priority areas have been identified at by the two research councils:

1. **Aquaculture & natural capital** – the relationships between current and projected environmental impacts of UK aquaculture and ecosystem services. How different aquaculture operations can enhance and impact on natural capital, including off-shore

developments. How aquaculture operations can work more effectively with other users of the environment.

2. **Interrelationships between farmed species (incl. algae) and wild organisms** - including disease transmission, and ways to mitigate introgression between wild and farmed species.
3. **Aquaculture & climate change** - analyses and modelling on how and where future climate change scenarios are most likely to impact on current and future aquaculture practices, including for invasive species, disease and harmful environmental affects (e.g. algal blooms) and how we might most effectively monitor and combat these for protecting the industry. This includes climate change resilience of current and potential aquaculture development assessed using life cycle assessment and other tools.
4. **Health and disease in finfish and shellfish** – investigations into important existing and emerging diseases in finfish and shellfish, including research into stock enhancement and genome editing for disease resistance, host-pathogen/parasite interactions, multiscale modelling, environmental factors that influence disease incidence, and vaccine development (including effective alternative delivery vehicles). The development of novel tools and technologies to tackle diseases in aquaculture is particularly welcomed.
5. **Nutrition, feed and interactions with the natural environment** – the impact of diet on fish intestinal health, the fish microbiome, immune development and disease resistance. Additionally, the role of diet on reproduction and early life development, and nutritional programming. Sustainable (novel) feed development research is also welcome, particularly where it relates to improving animal health, improving the status of the natural environment or where such feeds improve the security of supply of feed for the UK. Fundamental research on traits responsible for metabolism, health and nutrition, which could lead to improved health of fish stocks (including shellfish) and less waste, is also in scope.
6. **Food safety** – improving the understanding of the factors that influence food safety, and developing ways to reduce food-borne diseases in fish. Novel technologies that can rapidly monitor, screen and detect foodborne diseases and harmful environmental toxins (e.g. algal blooms) in aquaculture populations and the wider environment are in scope, as well as fundamental biological and environmental research development.

We also welcome proposals which cross-cut the above themes whilst focusing on at least one of the themes, especially the following:

- Disruptive technologies for monitoring and predicting risks, and to enhance the capacity of aquaculture
- Data sharing and management

The following activities are out of scope for this call:

- Fish models of non-fish disease (for example use of zebrafish to investigate human or non-fish animal disease)
- Fish species not relevant to aquaculture production in the UK or which are not major UK imports
- Post-harvest technologies (e.g. transport, packaging, refrigeration)

Applications considered out of scope will be rejected prior to peer review.

Proposals must fall at the interface, or within, the remit of [NERC](#) and [BBSRC](#). Proposals must

clearly describe how the project (if funded) will create sustainable, tangible economic or societal benefits. Proposals should demonstrate alignment with the UK Aquaculture Initiative’s aims and the key challenges described above. The proposal should consider the extent to which the project outputs are likely to mitigate risk to business operations and their supply chains by increasing resilience to anthropogenic, environmental and climatic challenges. Projects within this call must focus on providing benefits for the UK aquaculture industry and end users of this research and technology. However, it is recognised that there may also be utilisation of research, data and technology from outside the UK, and the transfer of findings and technologies to aquaculture in other countries.

Funding Scope

In order to address these challenge areas this funding call will support interdisciplinary and collaborative projects. Total funding of up to £4.4M is available from BBSRC and NERC for this call to support a portfolio of projects funded at 80% of Full Economic Costing (FEC). Projects should expect to start by **1st October 2018**.

Two types of proposal will be supported through this call:

1. **Consortia proposals** - up to £1.2m 100% FEC for 36 month projects, funding for up to 3 projects is available. (Funding is awarded at 80% FEC)

Consortia proposals will be collaborative research projects between academia and non-academic project partners that will address the needs of the UK aquaculture industry.

Expectations of Consortia proposals	
Mandatory criteria – projects not meeting these criteria will be rejected prior to peer review	Minimum 10% in kind, or cash and in kind, contribution from project partner(s). This is 10% of the 100% FEC value and should be calculated as 10% of the balance of the total project costs minus the industry contribution. The proposal should be developed with the non-academic project partner(s). All partners should be integrated in the project plans.
	Details of the management and governance structure of the consortia grants must be provided. For example grants should have an advisory structure in place or regular collaboration meetings.
Factors specifically encouraged for these awards – the panel will consider these in their assessment.	Interdisciplinarity, e.g. the inclusion of a range of disciplines and/or those not normally involved in aquaculture research. Applications should aim to encompass research in both BBSRC and NERC remits to address challenges across these remits where possible.
	Higher than 10% project partner contribution (where appropriate/possible)
	PDRA training and exchange in to Industry/ with project partner To assist career development, PDRAs should be named and included as Researcher Co-Investigators where possible/appropriate. Please see sections 3.8-3.10 of the BBSRC Grants Guide for further details

2. **Innovation Project proposals** - up to £200k 100% FEC for 12-24 month projects, funding available for 7-10 projects. (funding is awarded at 80% FEC)

Innovation Projects require the translation of research (new research/fundamental research cannot be funded as part of an Innovation Project). For the purposes of the UK Aquaculture Initiative, research translation is defined as the integration or adaptation of existing research outputs to enable the development of technologies and solutions for the benefit of practitioners and decision-makers ('end-users'). This includes merging or adapting research outputs or the bringing together of dispersed knowledge, and developing it into a form that is appropriate for use by the practitioner or decision-maker. Furthermore, research translation is predicated on access to expertise and the exchange of knowledge, often leading to the fusion of knowledge between academia and the end-user. Effective knowledge exchange is the cornerstone of research translation, resulting in new products, services, tools, technologies, demonstrator projects; evidence based systematic reviews, and other outcomes that create tangible economic or societal benefits.

Expectations of Innovation Projects	
Mandatory criteria – projects not meeting these criteria will be rejected prior to peer review	Minimum 10% in kind, or cash and in kind, contribution from project partner(s). This is 10% of the 100% FEC value and should be calculated as 10% of the balance of the total project costs minus the industry contribution. The proposal should be developed with the non-academic project partner(s). All partners should be integrated in the project plans.
Factors specifically encouraged for these awards – the panel will consider these in their assessment.	PDRA training and exchange in to Industry/ with project partner(s) New Investigators (researchers in their first few years of a lectureship position) and Investigators who are new to the subject area are particularly encouraged to apply for this funding. The assessment panel will consider capability and capacity to deliver, rather than track record, when assessing these applications.

BBSRC/NERC expect to fund up to three consortia proposals, and between seven and ten innovation proposals.

Please note that, in order to achieve a balanced portfolio, the Panel will be asked to consider the scientific spread of the large consortia grants across the research priorities outlined in the call scientific scope. The Panel will assess the applications and, taking in to account quality and rank order list, will recommend 3 projects from different research priority areas for funding.

Applicants are encouraged to direct any enquiries to the BBSRC office, please see [contact](#) details below.

Project Partners (end-users)

- Project partners are 'end-users' of NERC or BBSRC-remit research who have a stake in the proposed work.
- Successful Innovation and Consortia projects are those that generate sustainable outcomes and impact. In order to achieve this, projects require strong and early user engagement. **The project partners should co-create the project, defining the issues**

to be addressed, the project objectives, and the specification of outputs, ensuring value and utility to end-users. Providing evidence to this effect is essential.

- Projects should demonstrate the benefits to the end-user as a result of their involvement with the project, and also demonstrate the benefits to project delivery and achievements as a result of end-user involvement.
- Private, public or third sector organisations with an interest that falls within NERC or BBSRC’s remit are eligible as project partners. These include: private industry, trade associations, public bodies (such as UK government departments, local government, regulatory authorities, levy boards etc.) and non-government organisations or charities.
- The project objectives and outcomes must benefit the UK, but activities with international project partners are eligible.
- Project partners must contribute a minimum of 10% in kind support for the project (larger contributions are encouraged and the assessment panel will consider the appropriateness of the contribution for the project and partner).
- Guidance on eligible in-kind contributions is available in section 2.23 of the [BBSRC Grants Guide](http://www.bbsrc.ac.uk/documents/grants-guide/) <http://www.bbsrc.ac.uk/documents/grants-guide/>. Applicants should provide full details of the project partners and their contributions in their Case for Support. Cash contributions are eligible under this scheme, however active project partner engagement and integration is expected and will be assessed by the panel.
- Project partners cannot receive funding directly from the project.
- There is no limit to the number of project partners that can be involved per project
- The involvement of end-users should be relevant and appropriate. If obvious end-users are not involved there must be a satisfactory explanation as to why not.
For more information on Project Partners, see Annex 1.

The assessment process

Key dates

Call open on Je-S	17 th November 2017
Call close on Je-S	23 rd January 2018
Proposals assessed	June 2018
Outcomes announced	June/July 2018
Projects commence by	1 st October 2018

Review Process

All applications will be sent to external peer review and will receive a minimum of two reviews. Applicants will have an opportunity to address reviewers’ comments. It is anticipated that reviewers’ comments will be sent to applicants in March-May 2018.

Panel assessment

All applications will be assessed at a Panel meeting in early June, where expert Panel members will use their own expertise, the reviewers’ comments and the PI response to inform their assessment and scoring of the applications. The Panel will consist of academic and industrial representatives and both UK and overseas researchers.

Outcomes and feedback

All applicants will be informed of the outcome within 2 months of the Panel meeting and feedback will be available upon request.

Assessment Criteria

The Assessment Panel will consider each of the assessment criteria listed below and agree

an overall score for each project.

For the Consortia grants, scientific excellence and strategic fit with the call scope will be the primary criteria in the assessment. The other assessment criteria will not be specifically prioritised and are in no particular order.

For the Innovation awards the innovation and impact potential and the mechanisms for delivery and long term sustainability will be the primary assessment criteria.

Grant Type	Assessment Criteria
Consortia	<ul style="list-style-type: none"> - Scientific excellence - Strategic fit with call scope and objectives. - Interdisciplinarity - Appropriateness of project partner support - Economic & Social Impact - Value for money - Management and governance structure - Training Potential
Innovation	<ul style="list-style-type: none"> - Innovation and impact potential - Mechanisms for delivery & long term sustainability - Value for money
<p>For all applications ethics, data management and animal use will be assessed and should align with RCUK Terms and Conditions</p>	

Please note that, in order to achieve a balanced portfolio, the Panel will be asked to consider the scientific spread of the large consortia grants across the research priorities outlined in the call scientific scope. The Panel will assess the applications and, taking in to account quality and rank order list, will recommend 3 projects from different research priority areas for funding.

Descriptions of assessment criteria:

For Consortia Projects:

- **Scientific Excellence**
 Scientific excellence will be assessed by the panel and applications which are not considered to be of an internationally competitive standard will not be funded.
- **Strategic fit with call scope**
 While any eligible application within the area of aquaculture may be submitted to this call the panel will consider strategic fit to the call scope. Higher scores will be given to applications that address challenges specifically outlined in the call scope.
- **Interdisciplinarity**
 Large consortia grants should demonstrate collaboration and have applicants with expertise from multiple disciplines. For example researchers working in the environmental sciences and biosciences. The panel will assess this and will be looking for applications where there is strong evidence of integration across work packages

and disciplines.

- **Project Partner Support**

In addition to providing a minimum of 10% in kind support for the project the Project Partners should be involved in planning and progressing the application from conception. The panel will be looking for evidence of this early engagement and will assess how appropriate the committed project partner support is in order to ensure the project is relevant to the end user and impact can be delivered.

- **Economic and Social Impact**

The extent to which the output of the research will contribute knowledge that shows direct potential for economic return or societal benefits to the UK.

- **Value for money**

The extent to which the resources requested, relative to the anticipated deliverable(s), represent an attractive investment of UK Aquaculture Initiative funds.

- **Management and governance structure**

How collaboration between the multiple partners within a consortia grant will be managed and how progress will be assessed and governed internally.

- **Training potential**

Support offered for staff (training and development), in particular early career researchers (post-doctoral researchers).

For Innovation Projects:

- **Innovation & impact potential**

- The potential for the project outputs to be transformative to the UK finfish and/or shellfish sector, and the extent to which the proposal is supported by excellent underpinning science of the highest international standards
- Alignment with the UK Aquaculture Initiative's aims and fit to scope of this call as outlined above
- Strength of engagement for project partners; real commitment, levels of interaction and end-user buy-in (e.g. through involvement in setting project objectives) as outlined in the Letter(s) of Support and also the contributions made to the project in kind or in cash and in kind.
- A clear route for the project outputs to be utilised by the project partner and the benefits to the partner are well defined, including success measures

- **Mechanisms for delivery & long term sustainability**

- Appropriateness of the work plan; whether the proposed deliverables can be achieved within the stated timeframe; clear milestones
- Management of the project, including the relevant attributes of the project team
- Consideration of how the project plans to further develop or progress the outputs after the completion of the funded project

- Evidence of how the project will support early career researchers (post-doctoral researchers and New Investigators).
- **Value for money**
 - The extent to which the resources requested, relative to the anticipated deliverable(s), represent an attractive investment of UK Aquaculture Initiative funds.

How to Apply

This is a one stage application process and all applications should be submitted electronically using the Je-S system. Please ensure that your application is eligible for this funding by following the guidance below and contacting Aquaculture@bbsrc.ac.uk in case of uncertainty. Please note that awards will be made under [RCUK Terms and Conditions](#).

Eligibility

Standard RCUK eligibility rules for BBSRC apply to this call. Applicants must be resident in the UK and be employed by an eligible UK Research Organisation (Higher Education Institution, Research Council Institute or a recognised Independent Research Organisation). For further information on eligible Independent Research Organisations visit www.rcuk.ac.uk/funding/eligibilityforrcs. Main research Providers (MRPs) to the Scottish Government are not eligible to apply for funding from this call. This includes the James Hutton Institute and Biomathematics and Statistics Scotland (BioSS).

Applicants may apply to be Principal Investigator on 1 application and Co-Investigator on up to 3 grants.

Application Documents

Applicants should note that under no circumstances should their application exceed the page limits described. Applicants should use font size 11 point (Arial or other sans serif typeface of equivalent size), with margins of at least 2cm. Applications not adhering to these limitations will be rejected before peer review.

Applicants should select the following from the Je-S menus:

1. Council: **BBSRC**
2. Document Type: **Standard Proposal**
3. Scheme: **Standard**
4. Call/Type/Mode: **2018 BBSRC/NERC Joint Call in Aquaculture: Collaborative Research and Innovation**

Proposal application instructions

1. All applicants should complete the standard mandatory sections of the Je-S pro forma.

2. In addition to the standard Je-S pro forma applicants will be expected to provide the following documents:

Attachment	Maximum Page Length	Notes
Case for Support	8 pages of A4	Please use the Case for Support template provided on the website and in annex 2 and 3. The Case for Support template should be submitted as an attachment in JeS. Applicants must complete all sections of the template
Justification of Resources	2 sides of A4	All resources requested (directly incurred, directly allocated and exceptions, including PI and Co-I time) must be fully justified. Items that would ordinarily be found in a department, for example non-specialist computers, should include justification both for why they are required for the project and why they cannot be provided from the Research Organisation's own resources (including funding from indirect costs from grants).
CV(s)	2 sides of A4 per person	Required for all named applicants and named research staff only. CVs are not required for named technicians.
Project Partner Letter/s of Support (Also see Annex 1 – guidance for project partners)	None	<p>Explain the nature of the collaboration, how the project partner(s) will be involved in the work and provide added value;</p> <p>Describe the contributions (in-kind or in kind plus cash) the project partner(s) will make;</p> <p>A statement from the project partner(s) describing how the proposed activity will benefit them and their organisation(s). For example: what the organisational drivers are that underpin the project partner's involvement in the proposal, what the project partner objectives are that the proposed activity will help meet, what the likely outcomes/ impacts of the activity will be.</p> <p>This letter should be on headed paper, providing contact details of the organisation/ representative, and should be signed by the project partner representative.</p> <p>Confirmation that a collaboration agreement will be put in place between the grant holder and project partners should be included.</p>

		General letters of support are not required.
Pathways to Impact Statement	None	Guidance on Pathways to Impact can be found on the BBSRC Website .

Please note that on submission to council ALL non PDF documents are converted to PDF, the use of non-standard fonts may result in errors or font conversion, which could affect the overall length of the document.

Additionally where non-standard fonts are present, and even if the converted PDF document may look unaffected in the Je-S System, when it is imported into the Research Councils Grants System some information may be removed. We therefore recommend that where a document contains any non-standard fonts (scientific notation, diagrams etc), the document should be converted to PDF prior to attaching it to the proposal.

Ethics

The Research Organisation is responsible for ensuring that ethical issues relating to the project are identified and brought to the attention of the relevant approval or regulatory body. Approval to undertake the research must be granted before any work requiring approval begins. Ethical issues should be interpreted broadly and may encompass, among other things, relevant codes of practice, the involvement of human participants, tissue or data in research, the use of animals, research that may result in damage to the environment and the use of sensitive economic, social or personal data. For full guidance please refer to the [RCUK Grants Terms and Conditions](#), section 2.

IP

The purpose of the UK Aquaculture Initiative is to deliver underpinning knowledge for the aquaculture sector, and encourage the translation of new and existing research to assist decision-makers in making informed decisions about the impact of business practices on the environment. Therefore the grant holder that develops the proposal and conducts the work will own any intellectual property rights arising from the grant (“resulting IPR”). Further details can be found in the [RCUK Grant Terms and Conditions](#), section 20.

Collaboration agreements should be put in place between all project partners to ensure that all parties understand their roles on the grant and to clarify the IPR position. Confirmation that a collaboration agreement will be put in place between the grant holder and all project partners should be included in the letters of support.

Confidentiality

Please be assured that all applications to BBSRC and NERC will be treated in strict confidence as per the [BBSRC policy on safeguarding good scientific practice](#). Details of funded proposals are made available on the BBSRC website and will include:

- Name of host Research Organisation;
- Details of applicants (title, forenames, surname, department);
- Project title;

- Technical and non-technical summaries of the research;
- Duration of the project; and
- Funding provided by NERC and BBSRC.

Applicants should ensure that where there is commercially confidential or sensitive information contained within the proposal, it is worded in such a way to protect this.

Reporting Requirements

All awards will be made under RCUK terms and conditions. Successful applicants will be expected to report on outcomes of their projects using researchfish® in accordance with the [RCUK Grants Terms and Conditions](#), section 17. In addition grant holders will be expected to attend the annual ARCH-UK meeting to present progress and outcomes of their work. Budget for this should be included in travel and subsistence in the grant funding. BBSRC and NERC reserve the right to approach project partners and named end-users on funded grants to understand their benefits from the grant. Grant-holders are also encouraged to provide BBSRC and NERC with a case-study of the policy, economic, or societal impact of their project.

Contacts

BBSRC

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Annex 1: guidance for project partners

This document provides guidance to project partners and sets out points that should be considered when writing a Letter of Support for a proposal submitted to this call.

Partner Involvement

Project partners can be involved with a proposal in several ways. The following list is by no means exhaustive:

- Collaboration in setting project aims and objectives;
- Providing facilities, materials or data not otherwise available to the applicant, or available at a cost;
- Provision of staff time;
- Involvement in workshops and meetings. This may include providing venues or helping arrange an event as well as participation;
- Input of scientific or technical expertise and / or advice;
- Acting as a link to other users where the partner already has contacts with such bodies;
- Contributions to outputs (for example publications);
- A commitment to make practical use of the project's outputs;
- A commitment to the project beyond the period of NERC and BBSRC support;
- Hosting seconded staff.

Letters of Support

Each project partner must submit a Letter of Support.

- 1) Explain the nature of the collaboration, how the project partner will be involved in the work and provide added value;
- 2) Describe the contributions (in kind or in kind and cash) the project partner will make;
- 3) A statement from the project partner describing how the proposed activity will benefit them and their organization. For example: what the organisational drivers are that underpin the project partner's involvement in the proposal, what the project partner objectives are that the proposed activity will help meet, what the likely outcomes/ impacts of the activity will be.
- 4) This letter should be on headed paper, providing contact details of the organisation/ representative, and should be signed by the project partner representative.
- 5) For project partners involved in a secondment or staff interchange, the Letter of Support should also demonstrate the commitment of the project partner organisation to host the secondee.
- 6) How the partner will commit to the project beyond the period of Research Council support, if applicable.
- 7) The Letter of Support should be targeted specifically to the project; it should not be generic.
- 8) Assessment panels do not look favourably on supporting letters that place conditions on their support, or dictate what applicants may or may not do.
- 9) In-kind contributions from project partners should be carefully costed to ensure there is no double accounting. Access to data already in the public domain cannot be counted as in-kind support.
- 10) Project partners should ensure that any facilities and infrastructure are available before the supporting letter is submitted.

Annex 2: Case for Support Template – Consortia Grants

One Case for Support is required for each proposal. The maximum length for this document is **8 sides of A4** (guidance page limits for each section are provided). Do not delete or edit the four titles. Please be clear and succinct – there is no need to write up to the limit of allowed text. Please fill out the form using **Arial, font size 11pt, single line spacing**.

CONSORTIA TEAM AND MANAGEMENT (suggested up to 3 sides of A4)

1. Details on each of the academic and non-academic team members, including research track record of the applicants and specific expertise (and access to any specific infrastructure and equipment required to undertake the project) available for the research at the named organisations.
2. Evidence of collaborative working to prepare the application (have all partners been involved in planning meetings and preparing drafts of the application?).
3. Plans for management and governance of the consortia (e.g. advisory structure and plans for regular collaboration meetings).

PROJECT PARTNERS AND IMPACT (suggested up to 2 sides of A4)

4. All projects must specify and address a real 'end-user' issue. Briefly describe the non-academic partner/s' challenge the project will address and why it is timely to address this now. If possible, include an estimate of the scale of the issue to the partner/s.
5. Overall objective of the project and main expected impacts for the partner/s (e.g. inform policy or decision-making; affect business operations)?
6. How the project outputs will be used by the partner/s and how this will achieve the impact described in Q2.
7. How the project partner/s will be engaged throughout the project and what mechanisms will be used to ensure the partners are able to steer the project and access the outputs.
8. How impact (economic, environmental, social etc.) of the project will be measured. How will you know the project is benefitting the project partner/s?

PROJECT DESCRIPTION AND APPROACH (suggested up to 2.5 sides of A4)

9. Details of the proposed research and activities to be conducted within the project, including the proposed programme of work, individual measurable objectives against which you would wish the work to be assessed, the proposed methodology and expected outputs, and the scientific excellence of the proposal.
10. How this project will build on and translate existing academic knowledge, data or skills? List the principal past projects, data, or bodies of knowledge on which the project will be based.

RESEARCH TRAINING AND DEVELOPMENT (suggested up to 0.5 sides of A4)

11. Details of training and development to be provided to staff within this project
12. In particular training of PDRAs in industry relevant skills (staff exchange in to industry in encouraged).

Annex 3: Case for Support Template – Innovation Grants

One Case for Support is required for each proposal. The maximum length for this document is **8 sides of A4** (guidance page limits for each section are provided). Do not delete or edit the three titles. Please be clear and succinct – there is no need to write up to the limit of allowed text. Please fill out the form using **Arial, font size 11pt, single line spacing**.

PROJECT PARTNERS AND IMPACT (suggested up to 3 sides of A4)

1. All projects must specify and address a real ‘end-user’ issue. Briefly describe the non-academic project partner/s’ challenge the project will address and why it is timely to address this now. If possible, include an estimate of the scale of the issue to the partner/s.
2. What is the overall objective of the project? What are the main expected impacts (i.e. benefits and outcomes) for the partner/s (e.g. inform policy or decision-making; affect business operations)?
3. Describe how the project outputs will be used by the partner/s and how this will achieve the impact described in Q2.
4. Explain how the project partner/s will be engaged throughout the project and what mechanisms will be used to ensure the partners are able to steer the project and access the outputs.
5. How the impact (societal/environmental/economic) of the project will be measured. How will you know the project is benefitting the project partner/s?

PROJECT DESCRIPTION AND APPROACH (suggested up to 4 sides of A4)

6. Describe the project, approach and activities required to achieve the objectives set out in Q2. What data, methods or models will be used; what are the proposed deliverables and outputs (e.g. new knowledge, data, models, tools)?
7. How does this project build on and translate existing academic knowledge, data or skills? List the principal past projects, data, or bodies of knowledge on which the project will be based.
8. How will this project support early career researchers?

SKILLS AND EXPERIENCE (suggested up to 1 side of A4)

9. Explain how the skills and scientific expertise of the applicants will contribute to the proposed project.
10. Briefly describe your understanding of successful working with stakeholders and achieving impact, and how you propose to achieve this.