**Business Engagement Seed Fund: (up to £2K per award)**

**Guidance**

This scheme aims to support work between the university and business clients/partners leading to impact or

Income.

**What are the intentions of this scheme ?**To pump-prime small-scale innovative initiatives and productive engagement with businesses and other RKE clients that are likely to lead to sustainable income or impact through light-touch and timely access to funding.

**Eligibility:**

The scheme is open to all academic staff who have ideas for engagement with partners and can demonstrate a return in terms of current or future income, beneficial partnership advantage, research or other clear impact (eg social, technical, environmental) or strong public engagement benefits.

Applications can be for research, consultancy, hire of facilities, IP commercialisation and other projects that deliver Impact, including public engagement.

Teaching-related activity is not eligible for funding through this scheme.

**Outputs:**

1. Development of a relationship with a client/partner organisation leading to specific, identified benefits through advance of an RKE project.
2. An end of project report/ case study of progress and results achieved and follow up activity.

**Conditions for award:**

1. To work with named client organisations, businesses or charities.
2. In support of a specific collaborative project .
3. All spending to be completed by 31st July 2018.
4. Applications must be in one of the following categories: Contract Research, Consultancy, Facilities Hire, IP commercialisation, or public engagement.
5. Delivery of an end of project report two weeks after end of project (template from RKE).
6. All clients must opt in to receive further communications from the university.

**Eligible expenditure**

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| --- | --- |
| **Eligible Costs** | **Ineligible costs** |
| * Marketing, digital campaigns, market research
* Travel and accommodation to named clients for a specific RKE purpose
* Travel and accommodation expenses for named clients to visit the University for a specific RKE purpose.
* Present at relevant industrial or business conferences
* Exhibit to attract client organisations
* Hire/ purchase of equipment\* and facilities
* Temp staff to support business engagement projects
* Expert staff to facilitate delivery of a service
* Product/ service testing
* Digital service development
* Product/service refinement services
 | * Replacement teaching costs – to be funded locally as required
* Directly allocated costs (including applicant’s time)
* Indirect costs
* Laptops, I-pads, cameras and phones are excluded. Equipment must be technical, specialist or scientific equipment necessary to facilitate business engagement.
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| **MAXIMUM VALUE OF AWARD** | £2000.00 |
| **NUMBER OF AWARDS IN THIS CALL** | N/a. This call will be open on a flexible basis until June 2019.  |

**Selection criteria and assessment process**

Awards will be made against the following criteria:

* Quality of the proposal and link to university research and knowledge exchange priorities
* Potential to lead to impact
* Potential for a beneficial business relationship
* Meets an unmet market need
* Potential for sustainable income/ generation of surplus

Applications will be reviewed by the Director of Research and Knowledge Exchange. We expect decisions to be usually made within 1 month of receipt of application.

Applicants should work with their Faculty Business Development Manager. All applications should be approved by the Head of University Research & Knowledge Exchange Centre, where relevant, and Faculty Head of RKE.