BBSRC Impact Acceleration Account
Awareness for Impact Scheme

Guidance Notes for Applicants

Purpose of Awareness for Impact Scheme

Realising impact potential by supporting the promotion, and raising awareness of, BBSRC research to industry and other external collaborators.

The Awareness for Impact Scheme is aimed to promote and build awareness around projects that require additional support or external interest to explore and fulfil their impact potential.

Relevant mechanisms for raising awareness and/or communicating an idea include:
- Hosting networking events
- Workshops
- Website development
- Case studies/case study development
- Attending external events for the promotion of a project/collaboration
- Publications (excluding scientific publications)
- Travel to liaise with external parties such as industry or a relevant user organisation

Proposals must be orientated towards engaging and strengthening ties with industry or other external organisations. Proposals must be designed to address/engage with a specific audience on a specific topic/research area and in circumstances where internal University support is not available.

The maximum IAA grant contribution will be £5k.

The aims of the scheme are:
- To actively promote projects that have impact potential but require external support or interest to move forward on/explore the impact pathway
- To increase industry/user organisation interest in, and collaboration with, research linked to the University BBSRC funding portfolio on a broad scale

Anticipated outcomes:
- An increase in BBSRC research engaged with industry/external organisations to explore and fulfil potential pathways to impact
- An increase interest from and collaborations with industry/user organisations relating to BBSRC-linked research
- Increased understanding on how external partners might contribute to the realisation of research impact

To ensure a rapid turnaround, submitted projects will be assessed by a reduced BBSRC IAA review panel*. It is essential that applications are written for a non-specialist audience.*

Eligibility

Applications are only permitted for projects that link to research previously funded by BBSRC. It is understood that multiple funders may have been involved in a body of research, but there must be a demonstrable connection with funding previously awarded by the BBSRC.

Please ensure an NDA is in place before disclosing any unpublished or confidential research to industry partners.

If you have any queries regarding user organisation eligibility, please contact Kate Meade (kate.a.meade@manchester.ac.uk).

Funding Arrangements
If the project is in collaboration with an external party, the BBSRC IAA panel expects University staff to negotiate with any partner organisation a deal which minimises the support necessary from the BBSRC IAA fund. The value to the partner and the University (in generating research publications, ongoing collaborations, IP etc.) must be taken into account.

Spend Completion Date
The maximum contribution from the IAA fund is £5k. All project expenditure must be completed by the end date stated in the application form. Any unspent funds will be returned to the Business Engagement Team for reallocation.

The BBSRC IAA award to the University ends on 31st March 2021. Therefore, all IAA projects must end before 28th February 2021.

Costing & Eligible Costs

The BBSRC will provide funding for directly incurred and directly allocated costs only. **Indirect costs will be covered by the PI's School/Division.**

All costs must be entered into a Project Budget Sheet to accompany the application. The Project Budget Sheet must not be shared with collaborating parties.

Eligible costs include:

Directly Incurred:	staff costs
	Equipment and consumables
	Travel and subsistence
	Training and development
Directly Allocated:	PI time

Project Budget:	Project costs must be discussed with RSMs and entered into the budget page of the application form and the accompanying Project Budget Sheet.
Total Project Costs:	These are those costs directly associated with the project, in the eligible cost headings outlined above. These should include all staff costs, travel and subsistence and

	consumables.
Company Contributions:	These are the direct (invoiceable) company contributions to the total project.
In-kind Costs:	These may include staff time, access to equipment or facilities, provision of consumables.

BBSRC IAA projects are exempt from the minimum PI/Co-I contribution of 20%
The maximum IAA grant contribution will be £5k.

Assessment of applications

Applications will be assessed by the University's BBSRC IAA panel. Applicants must write their proposals for a non-specialist audience.

Assessment will take into account:
- The benefits to the University
- The quality and strength of the engagement/knowledge exchange with external organisations
- The likelihood the activity will result in progression towards fulfilment of impact potential
- The quality and novelty of the communication method/approach

Application Submission

This is a responsive call opening on 19th March 2018. The envisaged closing date is 31st August 2020.

Please note that applications will be evaluated by the BE team for content and eligibility before being sent to the IAA Panel for consideration. **You are strongly advised to contact Kate Meade, for advice and guidance at least one month prior to submitting your application:**

Kate Meade   Business Engagement Officer
0161 306 5418   kate.a.meade@manchester.ac.uk

Once signed by Head of School/Division and any collaborating company (ies), completed applications should be submitted with the project budget sheet and letter(s) of support.

Electronic submissions are acceptable for application deadline purposes but a signed paper application and letter(s) of support should follow (signed and dated by any collaborating partners) no later than seven days after the deadline date.