|  |  |
| --- | --- |
| **Proof of Concept Fund Application Form** **Please read the** [**guidelines**](https://mib-nibb.webspace.durham.ac.uk/2021/07/27/guidelines-for-proof-of-concept-funding/) **and complete all sections** **(boxes are expandable)** | |
| **Project Title** |  |
| **Funding requested from BBSRC NIBB (£) at 100% fEC** *(up to £25K)* |  |
| **Match funding from Industry Partner(s)**  *Match funding from industry (cash or in-kind) is encouraged.* | |
| **Cash (£)** |  |
| **In-kind (£)** |  |
| **1. Applicant(s) Details** | |
| **Academic Partner(s) Details** *(Academics must be* [*eligible for BBSRC funding*](https://bbsrc.ukri.org/documents/grants-guide/)*. The Network Manager will contact your Research Office to confirm eligibility. Co-applicants are optional, Industry partners are encouraged. Further co-applicants/industry partners may be added by copying and pasting the blank boxes. All applicants must* [*join the Network*](http://mib-nibb.webspace.durham.ac.uk/join-us/)*.)* | |
| **Principal investigator** | |
| Principal Investigator’s name |  |
| Position held |  |
| University/Institution |  |
| Department |  |
| Phone Number |  |
| Email |  |
| Finance/Research Office contact name |  |
| Phone Number |  |
| Email |  |
| **Co-Investigator’s name (optional)** | |
| Co-Investigator’s name |  |
| University/Institution |  |
| Department |  |
| Phone Number |  |
| Email |  |
| **Industry Partner (encouraged)** | |
| Industry Partner’s name |  |
| Company name |  |
| Address |  |
| Phone Number |  |
| Email |  |
| Company’s geographical base |  |
| Company registration number |  |
| Company website |  |
| Employee headcount – *highlight as appropriate*: | |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| <5 | 5-10 | 11-25 | 26-50 | 51-100 | 101-250 | 251-500 | 501-1000 | 1001-4999 | >5000 |

|  |
| --- |
| Company annual turnover for last financial year – *highlight as appropriate*: |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| <£10k | £10k-99,999 | £100k-249,999 | £250k-499,999 | £500k-749,999 | £750k-999,999 |
| £1M-1.9M | £2M-5M | £5M-9.9M | £10M-24.9M | £25M-50M | £>50M |

*Further applicants/partners may be added by copying and pasting the boxes*

|  |  |
| --- | --- |
| **2. Project Details (max 1300 words total)** | |
| **Proposed Start Date** |  |
| **Proposed End Date** *(12 months duration maximum)* |  |
| Public Summary (max 150 words) *Describe the proposed activity in simple terms that can be readily understood by a lay audience. Information may be used by the Network or the BBSRC for public dissemination, if the award is funded. Include a sentence describing how this fits the remit of industrial biotechnology and bioenergy as defined by the BBSRC “The use of biological resources for producing and processing materials, chemicals and energy” and ensure the connection with* [*remit of the Network*](http://mib-nibb.webspace.durham.ac.uk/aims-remit/) *is obvious.* | |
|  | |
| Project Description (max 1000 words) *Provide a brief description of the background to the project, aims of the project and the work to be undertaken including the current* [*technology readiness level (TRL) as defined by the BBSRC*](http://mib-nibb.webspace.durham.ac.uk/wp-content/uploads/sites/56/2021/04/TRL-definitions.pdf) *and anticipated TRL, if the project is funded. Ensure that the connection with* [*remit of the Network*](http://mib-nibb.webspace.durham.ac.uk/aims-remit/) *including* [*industrial biotechnology and bioenergy as defined by the BBSRC*](https://bbsrc.ukri.org/funding/grants/priorities/ibb-industrial-biotechnology/) *is obvious.* | |
| Current TRL:  Anticipated TRL after funding: | |
| **Pathways to impact (max 150 words)**  Describe how this project, if successful, could lead to long-term impact? How do you plan to finance a long-term impact eg apply for funding from BBSRC, industrial funding. | |
|  | |

|  |  |
| --- | --- |
| **3. Financial Details** | |
| **Project costs for academic partner**  *Please provide a summary of the of project costs in table below at 100% fEC. Requested finances should be calculated following the* [*guidelines* *for standard BBSRC fEC calculations*](https://bbsrc.ukri.org/documents/grants-guide/) *(section 5).* | |
| **Directly Incurred (equipment is not eligible)** | **Amount (£)**  *100% fEC\** |
| Staff |  |
| Travel and subsistence |  |
| Other costs (specify) |  |
| **Directly Allocated** |  |
| Investigators |  |
| Estate costs |  |
| Other Directly allocated (specify) |  |
| **Indirect Costs** |  |
| Indirect costs |  |
| *\*Proof of Concept funds are awarded at 80% fEC and your institution will be responsible for the remaining 20% fEC. The Network Manager will contact your Research Office to confirm acceptance of 80% FEC funding.* | |
| **Total project costs (£) at 100% fEC** |  |
| **Justification of costs (max 250 words)**  *Please provide a brief justification of costs.* | |
|  | |
| **Project contribution from industry partner(s) (encouraged)**  *Please provide a summary of any cash or in-kind contributions (estimate financial value).* | |
| **Use** | **Amount (£)** |
| Cash |  |
| Access to staff time |  |
| Materials provided at cost |  |
| Access to equipment |  |
| Other (please specify eg meeting costs) |  |
| **Total project costs for industry partner (£)** |  |

|  |  |  |
| --- | --- | --- |
| **Amount requested from E3B: Metals in Biology Network2 (£) at 100% fEC** | |  |
| **Value of Industry Partner(s) cash contribution 3 (£)** |  | |
| **Value of Industry Partner(s) in-kind contribution3 (£)** |  | |
| **2***The academic and industrial partner(s) will need to have a signed agreement in place before the project starts (refer to item 8 of the operational guidelines).*  **3***A contribution from industry (cash or in-kind) is encouraged.* | | |
| **4. Curriculum Vitae of Principal Investigator** | | |
| *Please provide a 2-page cv of the PI (as required on BBSRC responsive mode grant applications).* | | |
| **5. Letter of Support from Industry Partner(s)** | | |
| *This should be signed by the Industry Partner and should include the Company logo, objectives of the collaboration (1 or 2 sentences), and confirmation that if this application is successful, a collaboration agreement will be put in place before the research starts.* | | |
| **6. Ethical and Social Issues** | | |
| **Any ethical or social issues? Yes/No**  If **yes**, complete the following:  Human participation  Does the proposed project involve the use of human subjects (**Yes/No**) human tissue (**Yes/No**) biological samples (**Yes/No**) or administration of substances to humans (**Yes/No)**?  Will personal information be used? **(Yes/No)** If yes, will participants be identifiable? **(Yes/No)**  Animal participation  Does the proposed project involve the use of vertebrate animals or other organisms covered by the Animals (scientific Procedures) Act? **Yes/No**  If yes, what is severity of procedures and provide details:  Genetic and biological risk  Does the proposed project involve production and/or use of genetically modified animals, plants or microbes? **Yes/No**  If yes, will genetic modification be used as an experimental tool? **Yes/No**  Will the research involve release of the genetically modified organisms? **Yes/No**  Will the research be aimed at the development of commercial or industrial genetically modified processes or products? **Yes/No**  Approvals - Provide evidence eg copies of Home Office animal licences  Have the required/necessary approvals been given **Yes/No**  Other issues: Are there any other ethical or social issues that you need to tell us about? | | |

**Final checklist:**

|  |  |
| --- | --- |
| ✓ | **Please read and tick to indicate you have done the following:** |
|  | I have read the Proof of Concept guidelines for the E3B Network. |
|  | I am a member of the E3B Network. |
|  | The co-investigator (if applicable) is a member of E3B Network. |
|  | The industrial partner (if applicable) is a member of the E3B Network. |
|  | CV of Principal Investigator has been attached. |
|  | Letter of support from the industry partner(s), if applicable, has been attached. |

**To submit the application:**

Send the completed application form, short cv, letter of support (if relevant) and Annex B (if relevant) by email to the E3B Network Manager: [metals.bbsrcnibb@durham.ac.uk](mailto:metals.bbsrcnibb@durham.ac.uk). The application form should be a word document. Other documents can be submitted as a pdf.

**Any questions?**

Please email the E3B Network Manager: [metals.bbsrcnibb@durham.ac.uk](mailto:metals.bbsrcnibb@durham.ac.uk)