# IMPACT ACCELERATION ACCOUNT – Doctoral Impact Fund Application Form

*Please ensure that you have read the scheme* [*guidance*](https://www.mpls.ox.ac.uk/internal-research-funding/impact-and-innovation-funding/iaa) *and, where appropriate, consulted with the IAA team.*

*Note that further research, and subsidising work for commercial entities are not eligible.*

*Ensure you refer to the* [*Privacy Notice*](#_Privacy_Notice) *details at end of this document. Email:* *epsrciaa@mpls.ox.ac.uk*

Case for support

*Please ensure that you clearly address each of the points indicated by the italicised text in the boxes. Italicised text should be deleted before form submission.* *Use Arial as the font, and text should be in black colour.*

**Note:** Your proposal will be reviewed by academics in engineering, physical, and computational sciences, and not all reviewers will be experts in your field. Therefore, you should describe the key problems in the area without too much jargon and in a way that can be understood by all reviewers.

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| **Name of student[[1]](#footnote-1) to be seconded under the Doctoral Impact Scheme** |  |

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| **1. Describe the background research area and existing underpinning research.** *(<200 words)* |
| * *In 2-3 sentences describe the research area this project is connected to and its relevance in terms of potential beneficial impact (commercial, societal, etc.).*
* *Describe what existing research results that this project aims to build or improve on. Please provide reference to publications (preferably peer-reviewed) or other outputs if available.*
* *Specify the source(s) of prior research funding (does not have to be UKRI), and the relevant EPSRC*[*research area(s)*](https://www.ukri.org/councils/epsrc/remit-programmes-and-priorities/our-research-portfolio-and-priorities/)*and*[*themes*](https://www.ukri.org/councils/epsrc/remit-programmes-and-priorities/our-research-portfolio-and-priorities/)*.*
 |
| **2. Outline the anticipated impact of the research beyond academia and outline what will be done during the IAA project to achieve this.** *(<500 words)* |
| * *What aspects of the problem are not covered by the existing research detailed in Section 1 and thus need to be developed further for the research to achieve impact?*
* *What are the specific barriers to the application/utilisation of research and how will the IAA project help overcome these barriers?*
* *Competition: How is your approach/technology better[[2]](#footnote-2) compared to other approaches or solutions that exist or are emerging in the area?*
* *What potential impact(s)/benefits will arise if this project is successful?*
* *Is this a platform technology[[3]](#footnote-3) with potential impact across multiple sectors?*
* *Is this secondment likely to lead to follow on support from the partner(s)?*
 |
| **3. Please detail the objectives, methodology and expected outputs.** *(<600 words)* |
| *This section should identify the different stages of the project and include for each stage work:** *Clearly defined objectives*
* *Start and end dates*
* *Clearly defined tasks and a description of how these will be carried out*
* *Key deliverables*

*Please include a GANTT chart or similar to indicate timings and any interdependencies between stages/tasks.* |
| **4. Risk and Contingency Planning** |
| *Please identify what risks exist for the project (i.e. what might go wrong/not work) and propose mitigation and contingency plans. This section should include:** *A brief description of the risk*
* *The likelihood (High/Medium/Low) of risk materialising*
* *The impact/severity (High/Medium/Low) of risk on the outcome(s) of the project*
* *A brief description of what mitigation strategies you will adopt (i.e. how will you reduce the likelihood that the risk will materialise?)*
* *A brief description of any contingency plans (i.e. how do you plan to reduce the impact if a risk does materialize?)*

*This section may be presented in the form of a table or risk matrix if you prefer.* |
| **5. The IP position:** *Please provide information on the current state of development, and use the table below to address the Intellectual Property (IP) position (is it being managed by Oxford University Innovation (OUI); is it patented; is it owned or jointly owned by another party, etc.)* |
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| Do you have any patents /IP in place or submitted that covers this work? | [ ]  No. [ ] Yes. If applicable, provide brief details:  |
| Do you anticipate that work proposed here will give rise to any intellectual property? | [ ]  No. [ ] Yes. [ ]  Maybe. If applicable, provide brief details:  |
| Do any organisations other than Oxford, have any rights to the work being proposed here *(e.g. through commercial sponsorship, or grant funding)?* | [ ]  No. [ ] Yes. If applicable, provide brief details:  |
| Do you need to access background IP/patents, materials, data or other resources held by anyone else for this work*?* | [ ]  No. [ ]  Yes. If applicable, provide brief details:  |
| Has OUI been engaged in discussions around the proposed research? | [ ]  No. [ ]  Yes. If applicable, please give brief details of OUI team engaged with project:  |

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| **6. Details of partners, collaborators involved in the project.** *(<500 words)* |
| *Please explain the rationale for the choice of user partner(s)[[4]](#footnote-4), their role and contribution:** *Who is/are the partners involved in this project?*
* *Why is/are the chosen partner(s) best suited for this project?*
* *Why is the role of the partner What will the partner do/contribute to the project?*
* *How much time will be spent working with the partner?*
* *How frequently will the secondee meet with the partner?*
* *How will progress be monitored?*
* *How will any IP that is created be managed?*
* *Is the partner an existing spinout[[5]](#footnote-5)?*
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| **7. Please explain what value the project mentor will bring to the secondee.** *(<200 words)* |
| * *Why has this mentor been chosen? Note: The PI/Supervisor should not be named as the mentor.*
* *How will the mentor’s internal/external role make them best suited for this secondee and project?*
* *How will they support the secondee during the project?*
 |
| **8.** (TO BE COMPLETED BY DPHIL SUPERVISOR) **Please detail your support for this application.** *(<350 words)* |
| *Please include a description of the expected project benefits and/or added value to:* 1. *The secondee – Why is the secondee well-placed to complete this project successfully?*
2. *The University and the research area - General outward benefits (beyond academia) e.g. establishing new collaborations; bridging the gap with industry; establishing Oxford’s position in a particular field.*

*(3) The user partners - What will the partner gain from this project and the relationship with the University?* |
| **9.** (TO BE COMPLETED BY SECONDEE) **Please explain why you have applied for support from this scheme.** *(<350 words)* |
| * *Why are you interested in creating impact from your research? Why do you think this is important?*
* *How will this project benefit you in your professional career and how does it fit in with your own plans for the future?*
 |
| **10. Follow-on work: please be specific about the next steps after completion of the IAA.** *(<250 words)* |
| * *What specific actions or steps will you take immediately after the conclusion of the IAA project[[6]](#footnote-6)?*
* *What is your strategy to take the results of the project beyond academic impact?*
* *If commercialisation route: have you contacted OUI? Are you thinking about licencing or spinning out? Are there potential industrial candidates to take up the technology/ knowledge?*
* *If non-commercial route: how will you make sure that the project outcomes are taken up by the end users? How will you identify end users?*

*Please indicate if discussions have been held with* [*Oxford University Innovation*](https://innovation.ox.ac.uk/)*,* [*Innovation and Business Partnerships team (MPLS)*](https://www.mpls.ox.ac.uk/our-team/industry-links) */* [*Business Development team (MSD)*](https://www.medsci.ox.ac.uk/for-staff/resources/business-partnerships-office) *or* [*Research Services*](https://researchsupport.admin.ox.ac.uk/)*, and if so, who your point of contact is.* |
| **11. Considerations for a Responsible Innovation approach** *(<250 words)* |
| *Applicants should think more broadly about ethical issues that may be relevant to the project. You should reflect on the prompts and note your response below:* * *Are there any ethical issues you need to consider for the project, its outcomes, or impact?*
* *Have you considered how you might maximise the benefits to users?*
* *Have you explored who will benefit, and whether there could be negative impacts for certain people (e.g. gender; age; ethnicity; disability; etc), and how negative impacts could be avoided?*

*Should any ethical issues arise before/during/after the project, applicants should consult relevant guidance, and refer to* [*EPSRC’s Anticipate, reflect, engage, act (AREA) framework*](https://www.ukri.org/who-we-are/epsrc/our-policies-and-standards/framework-for-responsible-innovation/)*.* |
| **12. Justification of resources.** *Please provide a full expl*anation*, including an itemised breakdown of costs, and justification for all of the resources requested, addressing each cost line in turn.* |
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| **Funds requested** |
| Items (add more lines if needed) | £ sought from EPSRC IAA (incl. VAT if applicable) | **Justification** of item and of EPSRC IAA funding it. Please add any details about contributions/ matching funds from other sources, funding options and needs, staff costs detailed as e.g. 1xFTE, etc. |
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| Departmental Staff Infrastructure charge (based on FTE staff employed on IAA) |  |  |
| EPSRC IAA funds requested (Total) |  |   |
| If applicable - non-EPSRC IAA support leveraged (add more lines if needed) | £ leveraged from other sources | Description, or details of cash or in-kind contributions from other sources. |
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| **13. Trusted Research** *This section must be completed if one or more of following applies.* *(i) your project involves an international partner, (ii) the work is subject to* [*Export Controls*](https://researchsupport.admin.ox.ac.uk/policy/export) |
| The project involves an international collaboration. If yes, please list the country/countries below. | **Yes** [ ]  | **No** [ ]  |
| Country/Countries: |
| Will there be: * physical movement of goods, or
* transfer of software, data, technology or know-how from UK to a destination outside the UK
* sharing or transfer of personal data held by the University to a destination outside the UK
 | **Yes** [ ] **Yes** [ ] **Yes** [ ]  | **No** [ ] **No** [ ] **No** [ ]  |
| **14. Please provide reassurance that this project will start as planned** |
| * *How will you ensure the appointment/recruitment of staff for the project is timely, and that staff will be able to start work as planned?*
 |
| Please confirm *(Leave blank if there are no staff employed/staff costs)*: * *Staff will be able to start on the project as planned.*
* *All equipment required for the project is available for use.*
* *Your partner(s) is/are ready to start work on the project without delay.*
 | **Yes** [ ] **Yes** [ ] **Yes** [ ]  | **No** [ ] **No** [ ] **No** [ ]  |
| **15. Other Information** |
| Does the project require an ethical review?  | Yes [ ]  No [ ]  | Approved CUREC number *If applicable* |  |
| **PREVIOUS SUPPORT**Have you submitted a related/similar funding application to an internal or external call (past/present)? If so please provide relevant information. |
| Title (and duration of funding):  |
| Funded (Y/N/in review):  |
| Funding Scheme:  |
| Total funding awarded/requested:  |
| **Declaration of interests or Conflict(s) of interest (*if applicable*).** |
| *Please fully detail any potential conflicts of interest for this proposal, and* ***what actions will be taken to manage them****.**If there are no conflicts of interest to declare, please make a nil return.**The University’s conflict of policy and further information can be accessed at:*[*http://www.admin.ox.ac.uk/researchsupport/integrity/conflict/policy/*](http://www.admin.ox.ac.uk/researchsupport/integrity/conflict/policy/) |
| All projects supported by this funding must adhere to the University’s [Code of Practice and Procedure for Academic Integrity in Research](https://www.admin.ox.ac.uk/personnel/cops/researchintegrity/), and comply with appropriate legal and regulatory requirements. If any form of licence is needed (e.g. Home Office, Intellectual Property, Radiation Protection) these must be in place before the project commences. **Please check this box to confirm that you have read and agree to these terms.**[ ]  |

*Oxford EPSRC IAA Doctoral Impact Application Form*

## Privacy Notice

Our [**privacy notice**](https://www.mpls.ox.ac.uk/files/internal-research-funding/epsrc-iaa-privacy-notice-2020) tells you what we are doing with your data and how we will keep it safe. We are processing your application data for the purposes listed in the privacy notice only because you have given us consent to do so by completing and submitting your application.

1. The named student can be a Co-Investigator on the application. [↑](#footnote-ref-1)
2. Is it more effective; does it reduce cost; has market research been done, etc. [↑](#footnote-ref-2)
3. For platform technologies that have numerous potential applications, applicants should focus on, and progress a specific application/‘use case’ as a part of the IAA project. [↑](#footnote-ref-3)
4. IAA projects benefit from engagement with external partners as this increases the chance of realising and/or creating impact. Engagement can range from simply advisory to co-development of outputs. Applicants should not avoid working with external partners solely due to fears around IP protection. Please contact [Oxford University Innovation](https://innovation.ox.ac.uk/) or [Research Services](https://researchsupport.admin.ox.ac.uk/) to discuss what contractual arrangements can be put in place to ensure that IP is appropriately protected. [↑](#footnote-ref-4)
5. It needs to be clear that the proposed project is a new stream of work and not additional development of the initial technology licenced to the spinout. Additional scrutiny will be given to IAA projects that involve University spinout companies. A clear statement of how conflict of interest will be managed must be included. If applicable, you must state how conflict of interest will be managed under the section titled ‘Other Information’. [↑](#footnote-ref-5)
6. Such as, e.g. transferring the IP to OUI for licencing, applying for Innovate UK funding, discussing direct funding from an external partner, or preparing to spin out a company, policy paper, etc. [↑](#footnote-ref-6)