# Please refer to the STFC IAA webpage as well as the guidance when preparing your IAA application

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| **1. STFC-related research that underpins this project** | Provide a clear and concise description including:• How the underpinning research was funded (UKRI or other)• Explain briefly how the project relates to, and will deliver impact from Oxford’s underpinning STFC research area(s)• Specific barriers to the application and/or utilisation of research outputs that this project will address • The IP position [is it being managed by Oxford University Innovation (OUI); is there an OUI project number; is it patented; is it owned or jointly owned by another party, etc.] |
| **2. Work Plan: Please detail the objectives, expected outputs and milestones.** | This section should include:• Clearly defined objectives• Specific outputs that will make this project a success• Around 4-5 clearly defined milestones with a short summary of what will be achieved at each stage |
| **3. Outline potential application areas and the impact the technology / knowledge may have beyond academia** | • Why is the proposed project important? • What problem is this project trying to address? • What potential impact(s) will arise if this project is successful?• How will society or a sub-set of society benefit from this project? Could there be any negative impacts for different people (e.g. gender; age; ethnicity; disability; etc), if so how could negative impacts be avoided? |
| **4. The rationale for the choice of partner and how the collaboration will be managed** | • Why is the chosen partner(s) best suited for this project? • Why is the partner not funding the project themselves?• What will the partner be doing/contributing to the project?• What period of time will be spent at the partner? This should be around 20 weeks for a 6 month project; if it will be a lower proportion, please clearly explain why.• How will progress be monitored?• How will any IP that is created be managed?• Is the partner an existing or prospective spinout? - there must be a strong and clear case that the proposed project is a new stream of work and not additional development of the initial technology that was licenced to the spinout. A clear statement of how conflict of interest will be managed must be included. Additional scrutiny will be given to IAA projects that involve University spinout companies. |
| **5. Value that the project mentor will bring to the secondee** | • Why has this mentor been chosen?• 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? A clear statement of how conflict of interest will be managed must be included. |
| **6. Responsible Innovation approach** | All applicants are required to plan what they will do to explore a responsible innovation approach for the project in an open, inclusive and timely way. You need to consider each of the following and articulate:• Whether the project, its outcomes or impacts could be potentially controversial;• How you would identify potentially controversial implications of the project that may arise while the project is ongoing; • Explore if there are trust or social acceptability issues for the project;• Consider if there is a need for broader interactions or early dialogue to explore acceptability and/or minimise future negative responses. |
| **7. Follow-on work**: **please detail the next steps after completion of the project.**  | • What steps will you take immediately after the conclusion of the STFC IAA project to maximise the likelihood of impact? This may include transferring the IP to OUI for licencing, applying for additional funding, or direct funding from the partner.• What is your strategy to successfully scale up the project, to deliver impact from the IAA project’s outputs?• Specify follow on support to be targeted from other sources (e.g. other IAAs; STFC’s Innovations Programme – [Early stage research and development scheme](https://www.ukri.org/opportunity/early-stage-research-and-development-scheme/), e.g. (i) Early Stage Research and Development or (ii) Late Stage Commercialisation; Challenge-Led calls led by [STFC Horizons Programme](https://www.ukri.org/opportunity/stfc-horizons-programme-investigating-solutions-for-net-zero/); [Oxford University Innovation (OUI) UCSF](https://innovation.ox.ac.uk/award-details/university-challenge-seed-fund-ucsf/))• Are there any risks associated with your future plans and how will they be mitigated?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/divisional-services/support-services-1/business-development) or [Research Services](https://researchsupport.admin.ox.ac.uk/), and if so, who your point of contact is. |
| **8. Justification of resources.** | Please provide a full explanation and justification for all of the resources requested, addressing each cost line in turn. Note contributions/matched support (cash/in kind) from other sources. |
| **9. Timely start of project.** | • How will you ensure the appointment/recruitment of staff for the project is timely?• Do you have staff ready to start work on the project without any delays?• Is all of the equipment required for the project available?• Is your partner ready to start the project without delay? |
| **Other Information** |
| **Disclosure of related (previous/current) funding applications** | If you have submitted a related/similar funding application to an internal or external call (past/present), please provide relevant information, e.g. title of funding scheme, funding outcome, the total value of support applied for, or awarded |
| **Conflict(s) of interest.** | Note whether there are any potential conflicts of interest for this proposal, and if so **what actions will be taken to manage them**.If there are no conflicts of interest to declare, please make a nil return. |
| **Applicant Check box** [ ]  | Mandatory: All applicants must check the box to confirm the applicant has read and agreed to the terms described on the form. |

*Oxford STFC IAA Application Form Guidance*