

This document contains the guidance and scoring used by the Assessors when reviewing your application. Assessors will review your answers for each scored question and mark each of them between 1 and 10 (1 being the lowest and 10 being the highest).

Any questions that are not scored will not be reviewed by the Assessor.

Question 1 - Applicant location (not scored)

You must state the name and full registered address of your organisation, any partners and subcontractors working on your project. We are collecting this information to understand the geographical location of all applicants.

Question 2 - Host Organisation (not scored)

You must provide the name and role of your host organisation contact.

Your answer can be up to 200 words long.

Question 3 - Project Partners (not scored)

Will your proposed research include Project Partners?

You must select one option:

- Yes
- No

If you answer 'yes' you must add details of project partners' contributions and letters of support as an appendix.

You can submit one appendix to support your answer containing the letters or emails of support from each partner you are including as a project partner. These must be on headed paper and signed by project partners. These must be in English or Welsh only. The appendix must be a PDF and no larger than 10MB in size. The font must be legible at 100% zoom.

A project partner is a collaborating organisation who will have an integral role in the proposed research. This may include direct (cash) or indirect contributions, for example expertise, staff time or use of facilities.

You must include the Project Partners name, organisation name, address and the type of contribution (direct or in-direct) and its monetary value. For audit purposes, UKRI requires formal collaboration agreements to be put in place if an award is made.

Question 4 - Resubmissions (not scored)

Is this application a resubmission of a proposal to the FLF scheme?

If this application is a resubmission, you must provide the Je-S grant reference of your previous submission and briefly outline changes that have been made to your application. You can also include how this submission addresses feedback from reviewers and interview panel where applicable.

Your answer can be up to 400 words long.

Question 5 - Reduced Hours (not scored)

Type “Yes” or “No”. If requesting reduced hours, you must provide a percentage of the hours in relationship to 'full time' (100%) and justification for this.

Your answer can be up to 100 words long.

Question 6 - Animal testing (not scored)

Will your project involve any trials with animals or animal testing?

You must select one option:

- Yes
- No

We will only support innovation projects conducted to the highest standards of animal welfare.

Further information for proposals involving animal testing is available at the [UKRI Good Research Hub](#) and [NC3R's animal welfare guidance](#).

Question 7 - Permits and licences (not scored)

Will you have the correct permits and licences in place to carry out your project?

We are unable to fund projects who do not have the correct permits or licences in place by your project start date.

You must select one option:

- Yes
- No
- In process of being applied for
- Not applicable

Question 8 - Vision

What are your plans for the fellowship?

Explain:

- the main motivation for your project
- how your proposed work is of excellent quality and is timely
- the business need, technological challenge, organisational objective or market opportunity
- whether you have identified any similar innovation and its current limitations, including those close to market or in development

- any work you have already done to respond to this need, for example, if the project focuses on developing an existing capability or building a new one
- the potential direct or indirect benefits of your innovation and who the beneficiaries might be

Your answer can be up to 1500 words.

Question 8 – Vision: Assessor guidance and scoring

9 - 10 There is a compelling motivation for the project. The proposed work is of excellent quality and is timely. There is a clear understanding of any similar innovation identified and its current limitations. Any wider factors influencing this opportunity are clearly identified. Potential benefits of the innovation are significant and well defined.

7 - 8 There is a good motivation for the project. The proposed work is of excellent quality and is timely. There is a good awareness of the nearest innovation and some understanding of limitations and any similar innovations. Any wider factors influencing this opportunity are identified. Potential benefits of the innovation are well defined.

5 - 6 The project motivation is appropriate and the proposed work is of good quality but there is a little understanding of the nearest innovation identified, limitations, similar innovations or wider factors influencing this opportunity. Potential benefits of the innovation are sufficiently defined.

3 - 4 Project motivation is poorly defined or not relevant to the applicant. There is a lack of understanding of the nearest innovation. References to any similar innovations available or wider factors influencing this opportunity are not offered or are not relevant. Potential benefits of the innovation are poorly defined.

1 - 2 There is little or no business drive to the project. There is no understanding of the nearest innovation. References to any similar innovations available or wider factors influencing this opportunity are not offered or are not relevant. Potential benefits of the innovation are not defined.

Question 9 - Approach and innovation

What approach will you take and where will the focus of the innovation be?

Explain:

- how you will respond to the need, challenge or opportunity identified
- how your approach will be effective and appropriate to achieve your objectives
- how you will use clearly written and transparent methodology (if applicable)
- how your approach will build on previous work (if applicable)
- how you have ensured access to the appropriate services, facilities, infrastructure, or equipment to deliver the proposed work
- how this project fits with your current product, service lines or offerings
- the nature of the outputs you expect from the project, for example reports, demonstrator, know-how, new process, product or service design, and how these will help you to target the need, challenge or opportunity identified
- how you will improve on any similar innovation that you have identified

Your answer can be up to 1500 words long.

You can submit one appendix to support your answer. It can include diagrams and charts. It must be a PDF, up to 2 A4 pages long and no larger than 10MB in size. The font must be legible at 100% zoom.

Question 9 - Approach and innovation: Assessor guidance and scoring

9 - 10 The approach addresses the need, challenge or opportunity identified in Question 8. The main innovations are identified. Clear evidence is presented to show how the innovations and project outputs will differentiate from those of competitors. The project is significantly innovative and will make a substantial contribution to the field. Solid evidence is presented to substantiate the level of innovation and freedom to operate.

7 - 8 The approach addresses the need or challenge identified in Question 8. The main innovations are highlighted. Evidence shows that the proposed development is innovative, and that the applicant has the freedom to operate. It is demonstrated how the project outputs will differentiate from those of competitors.

5 - 6 The approach may address the need or challenge identified in Question 8 and the innovations are highlighted. The level of innovation or freedom to operate is not strongly backed up with evidence. Innovation focus is plausible and shows a link to improvements in competitiveness, productivity, or both.

3 - 4 The approach is not well defined or inconsistent with the need or challenge identified in Question 8. Improvement in competitiveness or productivity is not very convincing.

1 - 2 The approach is poorly defined with an unconvincing or no link to the need or challenge identified in Question 8. There is little or no identification of how this will improve competitiveness.

Question 10 - Your capability to deliver

Why are you the right person to deliver this work?

Explain:

- your experience and how it makes you an excellent candidate for FLF funding
- how your skills will allow you to deliver the work
- how you have contributed to developing a positive working environment and wider innovation community
- how you have demonstrated team working or leadership skills

You must frame your response using the following headings:

- contributions to the generation of new ideas, tools, methodologies, or knowledge
- the development of others and maintenance of effective working relationships
- contributions to the wider research and innovation community
- contributions to broader research or innovation, users and audiences, and towards wider societal benefit

You can provide further details relevant to your application that do not fit within the specified headings. Describe any factors that provide context for the rest of your response such as, details of career breaks if you wish to disclose them.

Your answer can be up to 1650 words long.

Question 10 - Your capability to deliver: Assessor guidance and scoring

9 - 10 The applicant is very well placed to carry out the project and exploit the results. They have highly relevant experience that make them an excellent candidate to succeed as a future leader. The applicant's skills are very well suited to the program of work. The applicant has strong evidence of contributing to a positive research environment and has clearly demonstrated team working or leadership skills.

7 - 8 The applicant has relevant experience and is likely to succeed as a future leader. The applicant's skills are relevant to the program of work. The applicant has provided good evidence of contributing to a positive research environment, team working or leadership skills.

5 - 6 The applicant has experience and skills relevant to the program of work which mean they could succeed as a future leader. The applicant has provided some evidence of contributing to a positive research environment, team working or leadership skills.

3 - 4 There are significant gaps in the applicant's skills and experience, meaning they are unlikely to succeed as future leader. The applicant has provided limited evidence of contributing to a positive research environment, team working or leadership skills

1 - 2 The applicant does not have the relevant skills and experience to succeed as a future leader. There is no evidence of contribution to a positive research environment, team working or leadership.

Question 11 - Career development

Why is this fellowship the right way to develop your career and how will you use it to benefit others?

Describe:

- your career development goals and how the fellowship will support your personal development and help you to achieve these goals
- how you will develop skills, for example in research, leadership, communication, and management
- your proposed mentoring arrangements and how they are appropriate to support your career development
- how you will support your team in their continued research and professional development
- how you will instigate positive change in the wider research and innovation community through, for example, Equality Diversity and Inclusion (EDI), advocacy or advisory roles, stakeholder engagement, participation in peer review, influencing policy, public engagement, or outreach

Your answer can be up to 1000 words long.

Question 11 - Career development: Assessor guidance and scoring

9 - 10 The applicant has a clearly defined set of career goals, and has set out a comprehensive plan for how the fellowship will enable them to become a future leader in their sector. Opportunities for affecting positive change in the wider community are embedded in the fellowship plans. The applicant has an excellent plan for supporting their team and has fully considered how they will develop the necessary skills to deliver their goals. Excellent mentoring arrangement are in place.

7 - 8 The applicant has articulated their career goals and has set out a good plan for how the fellowship will support them to become a future leader in their sector. Opportunities for affecting positive change in the wider community are identified. The applicant has a good plan for supporting their team and has identified some of skills they will develop. Appropriate mentoring arrangement are in place.

5 - 6 The applicant has set out their career goals but has not fully articulated how the fellowship will allow them to become a leader in their sector. Opportunities for affecting positive change in the wider community are not clearly defined. The applicant has not sufficiently outlined their plan for supporting their team and has not identified the skills they will develop..

3 - 4 Some information about career goals is offered but it is not clear how the fellowship will lead to a significant step change in the applicant's career. Opportunities to instigate change in the community are not explored. Consideration of how they will support the development of skills and team members is poor.

1 - 2 There is no plan for how the fellowship will establish the applicant as a future leader. There is no plan for the development of the applicant or their team.

Question 12 - Host organisation support

How will the host organisation support your fellowship?

Explain:

- how your host will support you in your career development and delivery of your innovation
- how your research and innovation environment will contribute to the success of the work, in terms of suitability of the host organisation and strategic relevance to the fellowship
- how the host organisation will ensure your time commitment to the fellowship is protected
- what development and training opportunities will be provided and how they form a cohesive career development package tailored to your aims and aspirations as a future leader
- what financial or practical support, such as access to the appropriate services, facilities, infrastructure, or equipment, is being provided and how this strengthens your application
- details of any fellowship work to be conducted at another UK or overseas host organisation and how they will support you (if applicable)

Your answer can be up to 1000 words long.

Question 12 - Host organisation support: Assessor guidance and scoring

9 - 10 The host organisation has made strong commitments to the applicant's career development and innovation delivery, which will fully support the applicant on their path to becoming a future leader. The research environment is very well suited to the proposed programme of work, with strong strategic relevance. Any additional host organisations are fully committed to supporting the fellow in their programme of work.

7 - 8 The host organisation has made good commitments to the applicant's career development and innovation delivery. The research environment is well suited to the proposed programme of work, with good strategic relevance. Any additional host organisations are committed to supporting the fellow in their programme of work.

5 - 6 The host organisation has made some initial commitments to the applicant's career development and innovation delivery. The research environment is suited to the proposed programme of work, with some evidence of strategic relevance.

3 - 4 There is limited information about the host organisation commitment to supporting the applicant in their development and innovation. There is poor strategic alignment with the proposed work.

1 - 2 The applicant provides little or no information about the host organisation support.

Question 13 - Ethics and responsible research and innovation (RRI)

What are the ethical and RRI implications and issues relating to the proposed work? If you do not think that the proposed work raises any ethical or RRI issues, you must explain why.

What are the ethical and RRI implications and issues relating to the proposed work?

You must demonstrate that you have identified and evaluated:

- the relevant ethical or responsible research and innovation considerations
- how you will manage these considerations

You must explain why, if you do not think that the proposed work raises any ethical or RRI issues.

You must complete the attached template and additional animal research question template.

If your proposed work involves human or animal participation, you must complete the required information in the templates.

If this is not applicable you must upload a blank template stating 'template not applicable' in your answer to the question.

You must upload the templates as a PDF with a file size of up to 10MB. The font must be legible at 100% zoom.

Question 13 - Ethics and responsible research and innovation (RRI): Assessor guidance and scoring

9 - 10 The ethical implications of the proposed work are fully addressed and understood. Any possible negative impacts are fully mitigated where appropriate. Please review appendixes attached in reference to ethical considerations, score in line with the guidance ensuring if not applicable the applicant is not marked down for this.

7 - 8 There is good awareness of the ethical implications of the proposed work. Any possible negative impacts are partially mitigated where appropriate. Please review appendixes attached in reference to ethical considerations, score in line with the guidance ensuring if not applicable the applicant is not marked down for this.

5 - 6 There is basic awareness of the ethical implications of the proposed work. Little mitigation is offered where there may be negative impacts. Please review appendixes attached in reference to ethical considerations, score in line with the guidance ensuring if not applicable the applicant is not marked down for this.

3 - 4 The applicant provides some information about possible ethical impacts, but significant gaps remain. Please review appendixes attached in reference to ethical considerations, score in line with the guidance ensuring if not applicable the applicant is not marked down for this.

1 - 2 There is no information about possible ethical impacts. Please review appendixes attached in reference to ethical considerations, score in line with the guidance ensuring if not applicable the applicant is not marked down for this.

Question 14 - Project management

How will you manage your project effectively?

Explain:

- the main work packages of your project
- your approach to project management, identifying any major tools and mechanisms you will use to get a successful and innovative project outcome
- the management reporting lines
- your project plan in enough detail to identify any links or dependencies between work packages or milestones

Your answer can be up to 500 words long.

You must submit a project plan or Gantt chart as an appendix to support your answer. It must be a PDF, up to 2 A4 pages long and no larger than 10MB in size. The font must be legible at 100% zoom.

Question 14 - Project management: Assessor guidance and scoring

9 - 10 The project work packages are clearly outlined. The approach to project management is fully described. The plan is designed to meet the objectives of the project in a realistic and efficient way. Any links or dependencies between work packages or milestones are identified.

7 - 8 The project work packages are outlined. The approach to project management is stated. The plan seems appropriate to the project objectives. Any links or dependencies between work packages or milestones are stated.

5 - 6 The project work packages are outlined but there are some details missing. The plan seems reasonable but is not tailored to the objectives of the project.

3 - 4 The plan has serious deficiencies or major missing aspects. The plan has little chance of meeting the objectives of the project.

1 - 2 The plan is totally unrealistic or fails to meet the objectives of the project.

Question 15 – Risks

What are the main risks for this project?

Explain:

- the main risks and uncertainties of the project, including the technical, commercial, managerial and environmental risks
- how you will mitigate these risks
- any project inputs that are critical to completion, such as resources, expertise, and data sets
- any output likely to be subject to regulatory requirements, certification, ethical issues and other requirements identified, and how you will manage this

Your answer can be up to 500 words long.

You must submit a risk register as an appendix to support your answer. It must be a PDF, up to 2 A4 pages long, and no larger than 10MB in size. The font must be legible at 100% zoom.

Question 15 – Risks: Assessor guidance and scoring

9 - 10 The key risks and uncertainties of the project are fully considered and mitigated. Critical inputs to the project are identified. Relevant constraints or conditions on the project outputs (regulatory requirements, certification or ethical issues) are identified. The risk analysis is appropriate and professional.

7 - 8 The key risks and uncertainties of the project are considered with appropriate mitigations. Relevant constraints or conditions on the project outputs are identified. The risk analysis seems realistic.

5 - 6 Most major risks have been identified, but there are some gaps, or the mitigation and management are insufficient to properly control the risks.

3 - 4 The risk analysis is poor or misses major areas of risk. The mitigation and management are poor.

1 - 2 The risk analysis is superficial with minimal mitigation or management suggested.

Question 16 - Added value

How will this public funding help you to accelerate or enhance your approach to developing your innovation? What impact would this fellowship have on your career development that another grant would not?

Explain:

- the likely impact of the project outcomes on the organisations involved
- how any existing or potential investment or support will be used in conjunction with the grant funding
- how this fellowship will support your research and innovation, beyond what other smaller or project grants could support

Your answer can be up to 500 words long.

Question 16 - Added value: Assessor guidance and scoring

9 - 10 There is a compelling case for the positive difference funding will make for both the innovation and the fellow's career trajectory. The case for why a fellowship is appropriate and will deliver beyond what other grants could support is strong.

7 - 8 The arguments for public funding are good and justified. The case for why a fellowship is appropriate and will deliver beyond what other grants could support is good.

5 - 6 The public funding arguments are acceptable and will have an impact on the organisations involved. The case for why a fellowship is appropriate and will deliver beyond what other grants could support is not fully described.

3 - 4 The funding arguments are poor or not sufficiently justified. The fellowship is unlikely to deliver beyond what other grants could support

1 - 2 There is no justification for why fellowship funding will deliver beyond what other grants could support

Question 17 - Costs and value for money

How much will the project cost and how does it represent value for money for the team and the taxpayer?

In terms of your project goals, explain:

- your total project costs
- the grant you are requesting
- how this project represents value for money for you and the taxpayer
- any subcontractor costs and why they are critical to your project
- any NHS costs

For more information on NHS costs please see the [SoECAT guidance](#)

You must fully justify your projects larger costs in particular:

- project staff

- significant travel for field work or collaboration (but not regular travel between collaborating organisations or to conferences)
- any equipment that will cost more than £10,000
- any consumables beyond typical requirements, or that are required in exceptional quantities
- all facilities and infrastructure costs
- training costs
- all resources that have been costed as 'Exceptions'

Demonstrate how the resources you anticipate needing for your proposed work:

- are comprehensive, appropriate, and justified
- represent the optimal use of resources to achieve the intended outcomes
- maximise potential outcomes and impacts

Your answer can be up to 1000 words long.

Question 17 - Costs and value for money: Assessor guidance and scoring

9 - 10 The project costs are entirely appropriate and represent excellent value for money for the team and the taxpayer. The balance of costs and grant between partners, and use of subcontractors, is justified and reasonable for the proposed project.

7 - 8 The project costs are appropriate and should be sufficient to successfully complete the project. The balance of costs and grant between partners, and use of subcontractors, seems reasonable. The project represents good value for money for the organisation and the taxpayer.

5 - 6 The project costs seem to be acceptable, but the justifications are not clear. The balance of costs and grants between partners is not entirely satisfactory and use of subcontractors not completely appropriate. Little information is offered about the value for money this project offers.

3 - 4 The project costs seem too high or too low given the proposed project. There is inappropriate use being made of subcontractors.

1 - 2 The costs are not appropriate or justified. The balance of costs and grant between partners and use of subcontractors is not justified.

Question 18 - Data Management and Sharing

How will you manage and share data collected or acquired through the proposed research?

Explain how you will comply with UKRI's published [data sharing policy](#), which includes detailed guidance notes.

Your answer can be up to 1000 words long.

Question 18 - Data Management and Sharing: Assessor guidance and scoring

9 - 10 The management and sharing of data provided is fully detailed and complies with the UKRI data sharing policy

7 - 8 The management and sharing of data provided is provided and complies with the UKRI data sharing policy

5 - 6 The management and sharing of data provided is provided, with some gaps

3 - 4 The management and sharing of data provided is not provided with sufficient detail to determine whether it complies with the policy

1 - 2 The management and sharing of data provided does not comply with the UKRI policy