



Innovate  
UK

# Innovate UK Smart Grant: July 2024

Applicant briefing

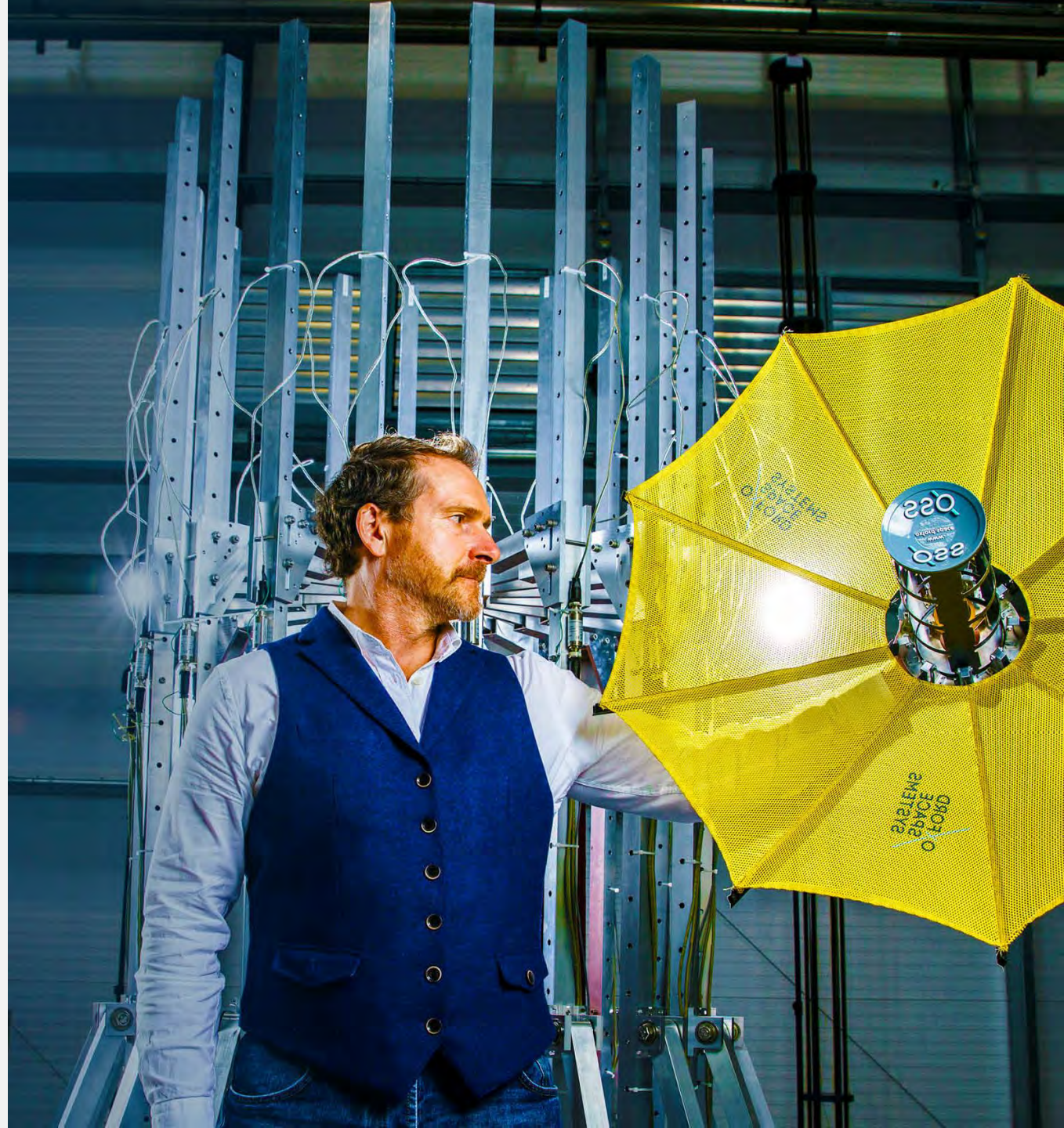
Date: **26 July 2024**

**The webinar will start at 10:00**

- We are currently on mute, whilst waiting for more people to join
- We will conduct a sound check before the briefing starts
- Please ensure that you are dialled in, either by computer or phone, so that you can hear the briefing.
- If you have any audio issues, please dial in from a fixed line.
- The briefing will be recorded and available for you

# Agenda

- **Welcome and introductions**
- **Part 1**  
Scope, eligibility criteria
- **Part 2**  
The Innovation Funding Service, application finances, academic partners
- **Part 3**  
Submitting your application, assessment, project setup for successful applicants and reasonable adjustments



# Welcome and Introductions

**Nichola Cunningham**

Competition Manager, Competitions Team

**James Heydari**

Programme Lead and Product Owner  
(SPM), Smart Team

**Robert Maycock**

Innovation Lead, Smart Team

**Abigail Paginton**

Impact and Performance Manager, Smart Team



# Introduction to Innovate UK and UKRI



Innovate  
UK



# UK Research and Innovation

We work with the government to invest over £7 billion a year in research and innovation by partnering with academia and industry to make the impossible, possible. Through the UK's nine leading academic and industrial funding councils, we create **knowledge with impact.**



**UK Research  
and Innovation**

# Innovate UK

- We are the UK's innovation agency
- We support business-led innovation in all sectors, technologies and UK regions
- A key delivery body of the Government's Innovation Strategy

## Our Mission

To help UK businesses grow through the development and commercialisation of new products, processes, and services, supported by an outstanding innovation ecosystem that is agile, inclusive, and easy to navigate.



# UK ranks 4th in Global Innovation Index



- Innovation accounts for up to 50% of labour productivity growth
- Firms that persistently invest in R&D have higher productivity
- Innovating companies are more likely to export and generate growth

# Pros & Cons of using AI to support you

*With the advances in AI technology it is only natural to use technology to support you in applying to our competitions. Whilst we don't recommend or advise against it we would like to make you aware of the following which could potentially impact your project.*

## Pros

- Removes barriers for people with disabilities and non-English speakers
- Allows you to rephrase your content to meet the word count in a question
- Ensures all aspects of a question are answered
- Can aid a better understanding of:
  - intended/wider market
  - best practice in project management
  - complementary technologies and advances in the industry
  - expected project impacts

## Cons

- It is not always correct in its assumptions and can get things wrong
- AI learns from the information you give it as well as what it has already learnt
- May provide a generic response meaning your application could use similar phrasing to others
- AI can be detected as non-human as it lacks expression and insight because it relies on logic to summarise information based on the question asked



# Scope



Innovate  
UK



# What is Smart?

- Smart grants support and propel **completely new, groundbreaking, world class projects from UK business designed for commercial success, market impact and UK economic growth**
- The Smart grants programme is **part of Innovate UK's diverse business and innovation support ecosystem**. It is designed to propel **high-impact innovations from small and medium-sized enterprises (SMEs), and their collaboration partners where appropriate, into the marketplace.**
- We do this through **clear and focused eligibility criteria, scope and application questions**, which your proposal must align with to be eligible for Smart funding.
- Proposals can be from **any technology area** and applied to **any part of the economy** but must be set for **successful, rapid commercialisation post project-completion.**



# Deciding if Smart is right for your proposal:

**Smart is hugely competitive**, with very high numbers of global standard applications submitted in each round. **Before you apply**, please:

- ✓ **carefully consider all options available to you**, including other Innovate UK funding opportunities and private investment
- ✓ ensure that your proposal **fully aligns with the scope and eligibility criteria**
- ✓ make sure you are sensibly confident that **your proposal has the highest merit and is likely to score extremely highly**
- ✓ **manage your expectations** regarding the outcome of your application based on the above
- ✓ ensure you have **read and fully appreciate the processes and T&Cs** you will be **voluntarily signing up to by submitting your application** to this competition
- ✓ **accept full ownership** for the above, the fact that you have indeed consented to our processes, and not subsequently ask for exceptions as we must remain fair to everyone

# Smart specific eligibility requirements:

- Smart grants are **reserved for projects that present completely new solutions with evidence-based capacity to significantly alter industry landscapes or create new markets.**
- These grants are for projects that can demonstrate considerable potential for **swift market success, long-term wealth creation and company growth in the UK and then beyond, with significant economic return for the UK.**
- These **projects should demonstrate readiness for rapid, successful market entry, underpinned by a solid business plan and capacity to deliver,** with ring-fenced resources to make this happen.
- Your innovation should **not only be new and way ahead of anything similar on the market, but also align with key industry and market trends as well as validated consumer needs.**

# Smart specific eligibility requirements:

- Carry out all R&D activity (paid or unpaid) by all participants involved in any manner **including but not limited** included on the project **physically here in the UK**, without exception and including (but not limited to) any works or contributions from subcontractors, managers, advisors or advisory boards, directors, consultants etc.
- Plan to commercially **exploit the project results from or in the UK** to maximise the positive impact of public funding
- Your innovation should embody a forward-thinking approach, **poised to set new industry standards or create new markets**, always with a primary **focus on successful, long-term, swift commercialisation and significant ROI for the UK**, with exports and expansion overseas but HQ in the UK.

# Smart specific eligibility requirements:

- **Commit to the project duration** detailed in the application and **deliver the project without delays or extensions**.
- The **duration set out in the application forms a contractual obligation** and applicants must be in a position to cover all risks through their own, ring-fenced resources and mitigation plans as the project **cannot go beyond the agreed end date under any circumstances**
- Applicants must be able to **start their project by no later than the latest possible start date** detailed in the online competition brief.
- **All required due diligence documentation** and enquiries by our specialist teams during the project set up period must be prioritised, provided and FULLY RESOLVED by no later than the prescribed latest start date in the competition brief. **No delays will be possible** – this is one of the reasons why Smart is not right for everyone, and other alternatives may be more suitable.
- **Possess within the project team** or include realistic access to **the highest levels of business, financial, technological, project and risk management skills** in order to enable full compliance with this competition's requirements and successful completion

# What are we looking for?

We have allocated **up to £25 million** to fund **world-class and commercially viable innovative R&D projects** that will **positively and significantly impact** the UK's **economy, productivity, and advance global competitiveness.**

- Your innovation must be **genuinely new**, and you must be able to **demonstrate how it is significantly ahead of and different to anything else that is currently available.**
- Your proposal must be **business focused**, and complement your existing business planning and development, organisation structure, and current product offerings, to **maximise chances of success.**
- You should show and evidence how you will achieve **significant but realistic return on investment (ROI) through commercialisation, growth, and increased market share** as soon as possible post-project completion.

# Completing your application

**Additional guidance** has been provided for each question to **improve transparency** and to help applicants understand **how their response will be assessed**, and what assessors will be looking for in a **great answer**. Please use this to help you **develop your responses**, and take into account that as well as a truly game-changing idea you must be able to **demonstrate and evidence** (where appropriate):

- why Smart funding is the **right funding mechanism** for your project
- a **strong and deliverable business plan** that addresses (and documents) **market potential** and needs
- a solid, **evidence-based understanding** of market and customer readiness and nearest-state-of-the-art
- a team, business arrangement or working structure with the **necessary skills and experience** to run and **complete the project successfully and on time**, including **financial, business, risk and project management**
- **awareness of all key risks** (and beyond) that the project could encounter with **realistic management, mitigation and impact minimisation plans for each risk** through the team's own resources
- sound and practical **financial plans and timelines**, that represent **excellent value for money**



# Beyond your Smart funded project:

Smart funding is designed to **de-risk** your idea, **accelerate timelines** for taking your innovation to market, and help your business **achieve significant growth with increased or new market share through successful commercialisation.**

As part of your application, you **must** consider how your innovation and proposal:

- is **developed, planned and resourced to continue beyond the end of IUK funding**, taking into account the **focus** of any project partners and their **existing commitments** and ensuring **continuation of product development and successful commercialisation**
- **fits with and complements** your ongoing business as usual (BAU), current product offerings and future opportunities
- how you will **maximise the chances of swift, viable and profitable commercialisation and ROI** post project completion

# Maximising your chances of success

We want you to succeed, so please:

- ✓ **Read and understand the competition scope and eligibility criteria in full** before starting your application. **We will not fund proposals that do not meet these criteria.**
- ✓ Carefully **consider all options available to you** before investing time and energy in your Smart application, another opportunity might be better suited to your proposal or give you a greater chance of success!
- ✓ Be **clear in your responses** and provide the **information requested** in each question, this forms the basis of the assessment criteria
- ✓ **Don't leave writing your application until the last minute**, preparation is key.
- ✓ **Check your application carefully before submitting**, you won't be able to make any changes once the submission deadline has passed.
- ✓ Think about the full innovation journey, not just the application process. **This is just the first step!**
- ✓ Make sure this is the right time for your application to ensure you are able to **fully commit to the project if you are successful**, and that all partners (where applicable) are fully invested in the timelines proposed
- ✓ **Make the most of the support** available to you

## Further information and overview

For further details on the Smart Grants Programme, please visit the following link:

[\*Innovate UK's Smart Grants Programme: Catalysing High Impact Innovation and Market Share\*](#)

# Scope Q&A



Innovate  
UK



# Eligibility criteria



Innovate  
UK



# Previously submitted applications

This competition does allow you to submit a previously submitted application.

Previously submitted application	Not a Previously submitted application
A previously submitted application is an application Innovate UK judges as <u>not</u> materially different from one you have submitted before (but it can be updated based on the assessors' feedback)	A brand-new application, project or idea that you have not previously submitted into an Innovate UK competition  OR A previously submitted or ineligible application which: <ul style="list-style-type: none"><li>• has been updated based on assessor feedback</li><li>• <u>and</u> is materially different from the application submitted before</li><li>• <u>and</u> fits with the scope of this competition</li></ul>

# Eligibility criteria

Project eligibility	<ul style="list-style-type: none"><li>• must involve at least one UK SME</li><li>• lead must be UK registered</li><li>• must carry out your project in the UK</li><li>• must exploit the results from or in the UK</li></ul>
Total grant	Up to £25 million
Total project length and costs	6-18 month duration, costs between £100,000 and £500,000 19-24 month duration, costs between £100,000 and £1 million
Collaboration size	6-18 months duration can be single or collaborative 19-24 month duration must be collaborative
Project dates	Start by 01 April 2025* Finish by 31 March 2027

# Compliance with the UK Subsidy Control Regime

On 4<sup>th</sup> January 2023, the [Subsidy Control Act 2022](#) came into effect.

This provides a framework for public authorities to design and award subsidies in a compliant way, whilst minimising any negative effects of subsidies both within the UK and Internationally.

Innovate UK offers funding in line with the UK's obligations and commitments to Subsidy Control. To ensure that Innovate UK remains compliant with the UK's international Subsidy Control duties in respect of:

- the EU-UK Trade and Cooperation Agreement;
- the subsidy control act 2022
- Article 10 of the Windsor Framework (successful applicants which are affected by the Windsor Framework will be funded in line with EU State aid regulations)
- Article 138 of the Withdrawal Agreement (some Union law applicable after 31 December 2020 in relation to the UK's participation in Union programmes and activities)
- the Subsidies and Countervailing measures within the WTO (ASCM)
- any other Free Trade Agreements active at the time of award

All awards will be conditional on compliance at all times with the UK's international obligations on Subsidy Control - this will be reflected in the terms and conditions of any award.



# Eligibility Criteria - EU State Aid Regulations – The Windsor Framework

If you are an applicant who is conducting activities that will affect trade of goods and/or electricity between Northern Ireland and the EU, as envisaged by [Article 10 of the Windsor Framework](#), then you must apply under European Commission State aid rules.

## Undertaking in Difficulty

For applicants subject to the European Commission State aid rules, you will be required to prove that they were not an “Undertaking in Difficulty” (UiD). We will ask for evidence of this.

This test applies to:

- companies that are more than 3 years old
- companies where more than half of its subscribed share capital has disappeared as a result of accumulated losses.
- your parent or holding company

## Certify you are eligible

When submitting an application, you must certify that you are eligible for State aid. If you are unsure, please take legal advice before applying. Should you be successful, we will apply this test as part of our viability checks before confirming the grant offer.

Further information is available on our website in the [general guidance under state aid](#).

If you are applying for an award funded under State aid Regulations, the definitions for company size are set out in the [European Commission Recommendation](#) of 6 May 2003.

# Due diligence

Under the Subsidy Control regime, we will carry out financial health checks and ongoing concern assurances on your organisation.

## Certify you are eligible

When submitting an application, you must certify that you are eligible for funding. If you are unsure, please take independent legal advice before applying. Should you be successful, we will complete these financial checks and assurances before confirming the grant offer.

- For more information on company sizes, please refer to the [Company accounts guidance](#).
- Further information is available on our website in the general guidance.

# Eligibility Criteria: Funding Opportunities

Funding for R&D projects split in to 3 categories; **feasibility studies, industrial research and experimental development.**

**For feasibility studies and industrial research projects, you could get funding for your eligible project costs of:**

- up to 70% if you are a micro or small organisation
- up to 60% if you are a medium-sized organisation
- up to 50% if you are a large organisation

**For experimental development projects which are nearer to market, you could get funding for your eligible project costs of:**

- up to 45% if you are a micro or small organisation
- up to 35% if you are a medium-sized organisation
- up to 25% if you are a large organisation

**For research organisations conducting fundamental research you could get funding for your eligible project costs of up to 100%**

For general guidance on what our research categories are please visit:

<https://www.ukri.org/councils/innovate-uk/guidance-for-applicants/general-guidance/categories-of-research-and-development/#contents-list>

# What is collaboration?

In all collaborative projects for the Smart competition there must be:

- an SME involved
- at least two organisations claiming grant funding within the application (including the lead)
- evidence of effective collaboration

We would expect to see the structure and rationale of the collaboration described in the application.

# Making more than one application

Any one business or RTO may lead in only 1 application to this competition but can be a collaborator in up to 2 others.

This limit extends to current owners, directors and persons of significant interest, prohibiting them from leading multiple submissions through different entities. Any subsequent applications submitted with the same lead will be ineligible and will not be forwarded for assessment.

All partners can collaborate in as many applications as they like.

# Other Innovate UK projects

If you have an outstanding final claim or Independent Accountant Report (IAR) on a live Innovate UK project, you will not be eligible to apply to this competition, as a lead or a partner organisation.

We will not award you any further funding if you:

- applied to a previous competition as the lead or sole company and were awarded funding by Innovate UK, but did not make a substantial effort to exploit that award
- applied to a previous competition as the lead or sole company and failed to comply with grant terms and conditions.

# Key Dates

Timeline	Dates
Competition Opens	25 July 2024
Briefing Event	26 July 2024
Submission Deadline	23 October 2024, 11:00
Applicants informed	3 January 2025



# **Innovation Funding Service (IFS)**



# Search for a funding competition and review criteria

**Innovation competitions**

Filter competitions 2 competitions

Keywords  
smart

Innovation area  
Any

[Update results](#)

**Innovate UK Smart grants: July 2024**

UK registered organisations can apply for a share of up to £25 million for game-changing and commercially viable R&D innovations that can significantly impact the UK economy. This funding is from Innovate UK, part of UK Research and Innovation.

**Eligibility**  
This competition is open to single applicants and collaborations. To lead a project your organisation must:

- be a UK registered business of any size
- be a UK registered research and technology organisation (RTO)
- carry out all your research and development (R&D) project activity (in the UK this should include all subcontractor activities)
- intend to commercially exploit the project results from the UK

You must be or involve at least one grant claiming [micro, small or medium-sized enterprise \(SME\)](#).

**Open now**  
Opened: 25 July 2024  
Closes: 23 October 2024

## [Innovate UK Smart grants: July 2024](#)

UK registered organisations can apply for a share of up to £25 million for game-changing and commercially viable R&D innovations that can significantly impact the UK economy. This funding is from Innovate UK, part of UK Research and Innovation.

### Eligibility

This competition is open to single applicants and collaborations. To lead a project your organisation must:

- be a UK registered business of any size
- be a UK registered research and technology organisation (RTO)
- carry out all your research and development (R&D) project activity (in the UK this should include all subcontractor activities)
- intend to commercially exploit the project results from the UK

You must be or involve at least one grant claiming [micro, small or medium-sized enterprise \(SME\)](#).

### Open now

Opened: 25 July 2024

Closes: 23 October 2024

Funding competition

## Innovate UK Smart grants: July 2024

UK registered organisations can apply for a share of up to £25 million for game-changing and commercially viable R&D innovations that can significantly impact the UK economy. This funding is from Innovate UK, part of UK Research and Innovation.

**Competition opens:** Thursday 25 July 2024

**Competition closes:** Wednesday 23 October 2024 11:00am

[Start new application](#)

Or go to [your dashboard](#) to continue an existing application.

Summary [Eligibility](#) [Scope](#) [Dates](#) [How to apply](#) [Supporting information](#)

**Description**

Innovate UK, part of UK Research and Innovation, is investing up to £25 million in the best game changing and world leading ideas, designed for swift, successful commercialisation.

The Innovate UK Smart grant has focused scope and eligibility criteria to support micro, small or medium-sized enterprises (SMEs) and their partners in developing genuinely new innovations with significant potential for rapid economic return to the UK. The application process reflects the importance of obtaining economic benefits from public funding, and the potential for successful commercialisation, growth, and exports.

# Lead Applicant: create an account

The lead applicant must create an account:

## UK registered businesses

Use Companies House lookup as it speeds up our checks by providing your company number. You are unable to enter this at a later date.

## Research organisations, academics and universities

Enter your information manually so you are not listed as a business on IFS and ensure you receive the correct funding.



GOV.UK Innovation Funding Service

BETA This is a new service - your [feedback](#) will help us to improve it.

◀ Back

Create your account

### Your organisation

**i** Your organisation must be UK-based to receive funding from Innovate UK

**Business**

**Find your organisation on Companies House**  
Enter your organisation name or registration number

**Companies House search results**  
Select your organisation from the options below

[NOMENSA LTD](#)  
04214477 - Incorporated on 10 May 2001  
13 Queen Square, Bristol, BS1 4NT

GOV.UK Innovation Funding Service

BETA This is a new service - your [feedback](#) will help us to improve it.

◀ Back

## Please sign in or create an account

**Used this service before?**  
Please sign into your Innovation Funding Service account.

**New to this service?**  
If you haven't used the new Innovation Funding Service before you will need to create an account.

Innovation Funding Service

## Sign in

Email address  
Please enter your email address.

Password  
Please enter your password.

▼ [Need help signing in or creating an account?](#)

**My email and/or password isn't working**

If you applied previously using the old service, you will need to create a new account.

[Forgotten your password?](#)

# Project Details

- **Application Team** - Collaborators can invite organisations who you are working with on the project. Contributors can invite colleagues from your own organisation to help you complete your application. All team members and Lead applicants must complete the Equality, Diversity and Inclusion survey embedded in IFS as part of your application.
- **Application Details** - Title, timescales, research category, innovation area and previously submitted application (y/n)
- **Subsidy basis** - Will the project, including any related activities, you want Innovate UK to fund, affect trade between Northern Ireland and the EU? All participants must complete this section.
- **Project Summary** - Short summary and objectives of the project including what is innovative about it
- **Public Description** - Description of your project which will be published if you are successful
- **Scope - How does your project align with the scope of this competition?** - If your project is not in scope, it will be ineligible for funding and not sent for assessment.

# Project Impact questions

- Each organisation in your application will complete the Project Impact questions within the 'Supporting information' section
- The Project Impact questions ask for data about your business and innovation and its contribution to the UK economy, society, and the environment
- Visit the [Project Impact guidance](#) page for more information, the types of questions you will be asked and how to get further support
- By providing this data, you are enabling us to better understand the impact of our support. It will help us identify success stories and provide evidence to government and the public of the value of supporting innovative businesses



## For more information:

- Watch Our Impact Management Framework video [here](#)
- Watch How is the Project Impact data collected? video [here](#)

# Application Questions

Detailed guidance available on IFS

Application Form		Appendix?
Question 1	Applicant location (not scored)	No
Question 2	Animal Testing (not scored)	No
Question 3	Permits and Licences (not scored)	No
Question 4	Your idea and innovation	Yes – mandatory x 1
Question 5	Justification for funding	No
Question 6	The potential market	No
Question 7	Impact and benefits	No
Question 8	Delivering your project	Yes – mandatory x 2
Question 9	Value for money	No

# Application finances



# To claim funding

Your business does not have to be UK registered with Companies House when you apply but it must be registered before you can receive funding.

You are unable to claim funding if:

- you are an overseas organisation, so your company number begins with FC
- your organisation is setup as a branch, so your company number begins with BR
- you are a collaboration with no formal structure of ownership or control, so your company number begins with ML
- you are a Crown Dependency:
  - if your company is based in Jersey, your company number begins with JE
  - if your company is based in Guernsey
  - if your company is based in the Isle of Man

# British Overseas Territories

You are also unable to claim funding if your company is based in any of the British Overseas Territories (BOTs):

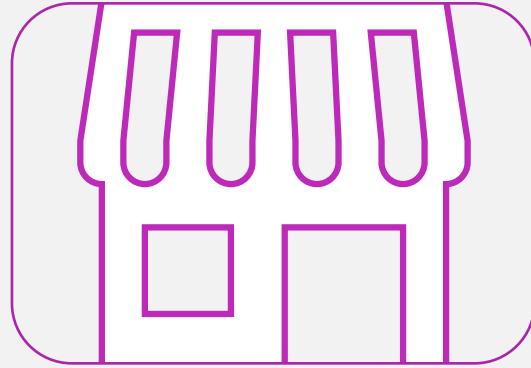
- Anguilla
- Bermuda
- British Antarctic Territory
- British Indian Ocean Territory
- British Virgin Islands
- Cayman Islands
- Falkland Islands
- Gibraltar
- Montserrat
- Pitcairn Islands
- Saint Helena, Ascension and Tristan da Cunha
- South Georgia and the South Sandwich Islands
- Turks and Caicos Islands



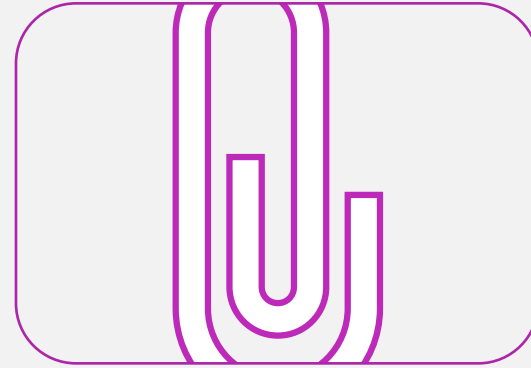
# Your Project Cost Categories



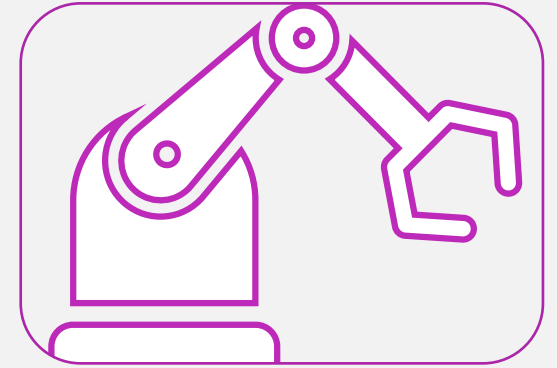
Labour



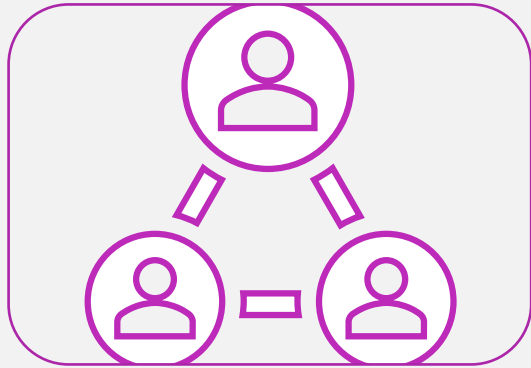
Overheads



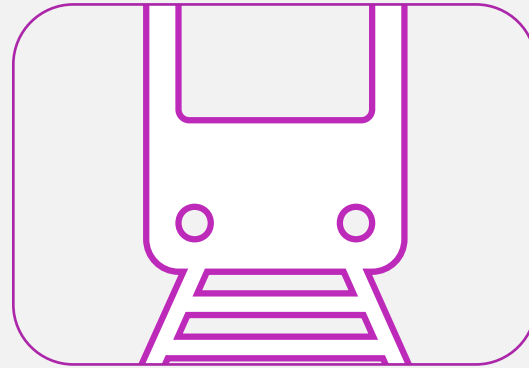
Materials



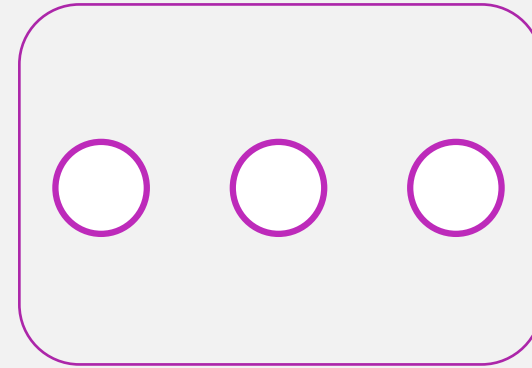
Equipment  
Usage



Subcontractors



Travel &  
Subsistence



Other

# Labour

## Costs supported:

- Roles and number of days spent working on project (time sheets required)
- 232 work days per annum (less Public holidays and entitlement)
- paid by PAYE
- Employers NI, annual salaries, pension, Health insurance

## Costs not supported:

- Dividends & bonuses
- Holiday (excluding that mentioned in eligible costs)
- Training days
- Names not roles assigned to project costs

**Labour** £25,862 —

You can claim the labour costs of all employees you have working on your project.

▶ [Labour costs guidance](#)

If your application is awarded funding, you will need to account for all your labour costs as they occur. For example, you should keep timesheets and payroll records. These should show the actual hours worked by individuals and paid by the organisation.

Working days per year

Number of staff and roles within the project

Role within project	Gross employee cost	Rate (£/day)	Days to be spent by all staff at this grade	Total costs	
<input type="text" value="Project Manager"/>	<input type="text" value="50000"/>	£216	<input type="text" value="120"/>	£25,862	<a href="#">Remove</a>
<input type="text"/>	<input type="text" value="0"/>	£0	<input type="text" value="0"/>	£0	<a href="#">Remove</a>

[Add another role](#)

Total labour costs **£25,862**

# Material costs

## Costs supported

Off the shelf items via 3<sup>rd</sup> Party suppliers

Items from stock with the replacement of items invoice (used as evidence of supply)

## Costs not supported

Whole bulk buy invoices, when only partially used with project work

Items from stock that aren't being replaced

Equipment treated as assets

**Materials** £10,000 —

You can claim the costs of materials used on your project providing:

- they are not already purchased or included in the overheads
- they are purchased from third parties
- they won't have a residual/resale value at the end of your project. If they do you can claim the costs minus this value

[Please refer to our guide to project costs for further information.](#)

▶ [Materials costs guidance](#)

Please provide a breakdown of the materials you expect to use during the project

Item	Quantity	Cost per item (£)	Total	
<input type="text" value="Software"/>	<input type="text" value="1"/>	<input type="text" value="10000"/>	<b>£10,000</b>	<a href="#">Remove</a>
<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<b>£0</b>	<a href="#">Remove</a>

[Add another materials cost](#)

Total materials costs **£10,000**

# Subcontractors

## Costs supported

Independent contractor via 3<sup>rd</sup> Party suppliers

Linked supplier must be charged at cost

Description of work covered

## Costs not supported

Intercompany uplifts or profits

All work including work carried out by subcontractors must be physically based in the UK. No part of the project can be conducted outside the UK, including via Zoom or other remote means.

You can subcontract work if you don't have the expertise in your project team. You can also subcontract if it is cheaper than developing your skills in-house.

▶ [Subcontracting costs guidance](#)

Please provide details of any work that you expect to subcontract for your project.

Subcontractor name

Robotics experts ltd

Country where the subcontractor will work

UK

Role of the subcontractor in the project and description of the work they'll do

facilitation and availability of robotics labs

Cost

36795

# Travel and subsistence\*

## Costs supported

Rail, Car or Plane\*\*

Mileage at HMRC rate

Hotel (Bed and Breakfast)

Reasonable food costs(overnight stay only)

## Costs not supported

Fuel

First class travel

Entertaining or marketing

Visas

Unreasonable food costs(overnight stay only)

**Travel and subsistence** £ 3,000 ▲

You should include travel and subsistence costs that relate to this project.

Purpose of journey or description of subsistence cost	Number of times	Cost each (£)	Total (£)	
<input type="text" value="Travel to robotics labs for testing"/>	<input type="text" value="12"/>	<input type="text" value="100"/>	<input type="text" value="£ 1,200"/>	<a href="#">Remove</a>
<input type="text" value="monthly project meetings"/>	<input type="text" value="12"/>	<input type="text" value="150"/>	<input type="text" value="£ 1,800"/>	<a href="#">Remove</a>

[Add another travel cost](#)

Total travel & subsistence costs

# Overheads

**Innovate UK's included costs are those incurred as a direct result of the project**

## Costs supported

Additional costs for administrative staff  
Day to Day Calculation for those people listed in the Labour Costs Table, multiplied by the numbers of days working on the project work.

## Costs not supported

Excessive costs of Senior Managers only overseeing project activities  
Business as usual day to day rates for Administration  
Uplifts of any kind



**Overhead costs** £ 44,483 ▲

You can incur overhead costs associated with those directly working on the project as well as indirect (administration) overheads. To be eligible both overhead categories need to be directly attributable to the project. The indirect overheads need to be additional as well as directly attributable. Note that there are certain cost categories/activities which are not eligible. To find out which costs are ineligible/eligible refer to our [project costs guidance](#).

▶ [Overheads costs guidance](#)

No overhead costs

20% of labour costs

Calculate overheads

**Calculate overheads**

If you feel your overheads are higher than 20% you may calculate a value using the Innovate UK model in the spreadsheet available below. The model shows you which types of indirect costs associated with your project you may claim. For support with this option, please contact our Customer Support Service on 01793 44 2700. Any value claimed under this model will be subject to a review. This will assess the appropriateness of your claim if your grant application is successful.

**Download the overhead calculation spreadsheet**

Download as an Excel document [overhead calculation spreadsheet.xlsx \(16KB\)](#)  
Download as an Open Office document [overhead calculation spreadsheet.ods \(10KB\)](#)

**Upload your completed spreadsheet**

No file currently uploaded

# Capital equipment usage\* -

## Costs supported:

Usage costs for the period of use  
A justification if greater than expected  
Depreciation charge is included

## Costs not supported

Purchase price of equipment  
Usage costs for the whole of the project period  
if only used for part of the time  
100% write down within the project timeline\*\*

\*Please provide your Fixed Asset Register

\*\*If not applicable

**Capital usage** £750 —

You can claim the usage costs of capital assets you will buy for, or use on, your project.

[▶ Capital usage guidance](#)

Please provide a breakdown of the capital items you will buy and/or use for the project.

---

Item description

Laptop

New or existing item  
 New  Existing

Depreciation period (months)

Net present value at the start of your project or the price you bought it for (£)

Residual value at end of project (£)

Utilisation (%)

Net cost  
**£750**

# Other\*

## Costs supported

Facility usage\*\*

Licence fees(or appropriate proportion)

Miscellaneous(not covered in other categories)

Quality certification\*\*\*

Specific PPE

Dissemination costs

Patent filing costs (for SMEs only) limited to £7.5k

## Costs not supported

Facility charge rates

Marketing

Trademark

Undefined mixed costs

Contribution in kind

Business as usual costs

\*You will be required to provide invoices and basis of daily rates

\*\*At daily or hourly cost

\*\*\*Where required for sign off

**Other costs** £ 0 ▲

Please provide details of any project costs which cannot be covered by the other cost categories.

[▶ Other costs guidance](#)

Please note that legal or project audit and accountancy fees are not eligible and should not be included as an 'other cost'. Patent filing costs of new IP relating to the project are limited to £7,500 for SME applicants only. Please provide estimates of other costs that do not fit within any other cost headings.

Description and justification of the cost	Estimated cost (£)
<input type="text"/>	<input type="text" value="0"/>

[Add another cost](#)



# Finance summary

Maximum research participation	<b>30 %</b>
Current research participation	<b>0 %</b>

## Finances summary

		Total costs (£)	Funding level (%)	Funding sought (£)	Contribution to project (£)	Other public sector funding (£)
Test application Organisation	✓	238,000	70.00	166,600	71,400	0

## Project cost breakdown

	Total	Labour (£)	Overheads (£)	Materials (£)	Capital usage (£)	Subcontracting (£)	Travel and subsistence (£)	Other costs (£)
Test application Organisation	£238,000	175,000	35,000	15,000	0	10,000	3,000	0

[View finances](#)

The maximum total project costs for this competition is either £500,000 or £1 million depending on your project

You must make sure your total in the Total Costs column is no more than these amounts

Please note that any costs entered into the other public sector funding column will be deducted from your funding sought total.

Research organisation participation must be no more than 30% of the total project costs.

N.B All organisations can see a summary of project costs.

# Funding

## Funding rules

The level of funding awarded will depend upon the type of organisation and the type of research being undertaken in the project

Funding is calculated by project participant

IFS will advise the maximum grant % you can request based upon your answers to:

- type and size of organisation
- research category defined by the lead applicant in the Application Details section of the application



Organisation or type of activity	Technical feasibility studies and industrial research	Experimental development
Business (economic activity)	Micro or Small – 70% Medium – 60% Large – 50%	Micro or Small – 45% Medium – 35% Large – 25%
Research organisation (non-economic activity)	Universities – 100% (80% of Full Economic Costs)  Other research organisations can claim 100% of their project costs	Other research organisations must: <ul style="list-style-type: none"> <li>• be non-profit distributing and</li> <li>• disseminate the project results and</li> <li>• explain in the application form how this will be done</li> </ul>
Public Sector Organisation or Charity (non-economic activity)	100% of eligible costs	Must: <ul style="list-style-type: none"> <li>• be performing research activity and</li> <li>• disseminate project results and explain in the application form how this will be done</li> <li>• ensure that the eligible costs <u>do not include work / costs already funded</u> from other public sector bodies</li> </ul>
Research organisations (undertaking economic activities) Organisations receive funding related to the size of their organisation	Micro or Small – 70% Medium – 60% Large – 50%	Micro or Small – 45% Medium – 35% Large – 25%

# Academic partners



# Why Je-S?

We use the Research Councils' Joint Electronic Submission System (Je-S) to collect academic finances.

The Je-S system automates the collection of Full Economic Costs (FEC) based costs from academic partners and tells them exactly what numbers should be used in the application form for their costs.

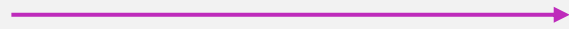
Also to collect project finance details from non-HEIs (e.g. RTOs) that are claiming they are carrying out academic quality work and want to be funded on an FEC basis.

Using Je-S means that Innovate UK follows standard Research Council guidelines on funding universities and enables Research Councils to easily co-fund Innovate UK projects.

**The Je-S system is completely separate from Innovate UK and we cannot advise on its usage.**

# Project costs – academic partners

Enter the TSB reference number here



Enter the TSB Contribution column figures from *your* J-eS output document into the project costs section of the application.

Upload the Je-S with council status form as a PDF at the bottom of the screen.

**Any queries, contact Je-S Helpdesk (not Innovate UK)**

- [jeshelp@je-s.ukri.org](mailto:jeshelp@je-s.ukri.org)
- 01793 444164

<b>TSB reference</b> This number is found at the top of your Je-S form	
<input type="text" value="My REF"/>	
<b>Financial resources</b> Please enter the following costs from the summary of resources section on your Je-S form	
<b>Directly incurred</b>	<b>TSB Contribution (please refer to the TSB contribution column)</b>
Staff	<input type="text" value="11"/>
Travel & subsistence	<input type="text" value="22"/>
Other costs	<input type="text" value="33"/>
<b>Subtotal</b>	<input type="text" value="£ 66"/>
<b>Directly allocated</b>	
Investigators	<input type="text" value="44"/>
Estates Costs	<input type="text" value="55"/>
Other costs	<input type="text" value="66"/>
<b>Subtotal</b>	<input type="text" value="£ 165"/>
<b>Indirect costs</b>	<input type="text" value="77"/>
<b>Exceptions</b>	
Staff	<input type="text" value="88"/>

# Submitting your application



# Checking your finances are complete

## Finances Summary

The following organisations have not marked their finances as complete:

- EMPIRE LTD



[Return to the finances section to complete your finances](#)

This application cannot be submitted unless finances have been marked as complete by all partners.

		Total costs	% Grant	Funding sought	Other public sector funding	Contribution to project
<b>Barry Shaw Experts Ltd</b> Partner	✓	£230,162	70%	£161,113	£0	£69,049
<b>EMPIRE LTD</b> Lead organisation	⚠	£282,655	70%	£197,859	£0	£84,797
<b>University of Bath</b> Partner	✓	£239,114	0%	£0	£0	£239,114
<b>Total</b>		<b>£751,931</b>		£358,972	£0	£392,959

All organisations have marked their finances as complete.

Research organisation participation is no greater than 30% of the total project costs.

**IFS DOES NOT VALIDATE TOTAL PROJECT COSTS**



# Editing a submitted application

**test**  
Application number: 242  
Competition: 599 Covid de minimis round 2

Awaiting assessment

**Application submitted**

[Reopen](#)

Reopen by clicking here

**Terms and conditions**  
You must agree to these before you submit your application.

[Award terms and conditions](#) ✓ Complete

[Review and submit](#) [Print your application](#)

Remember to press  
'Submit application'

**Terms and conditions** Open all

[Award terms and conditions](#) ✓ Complete +

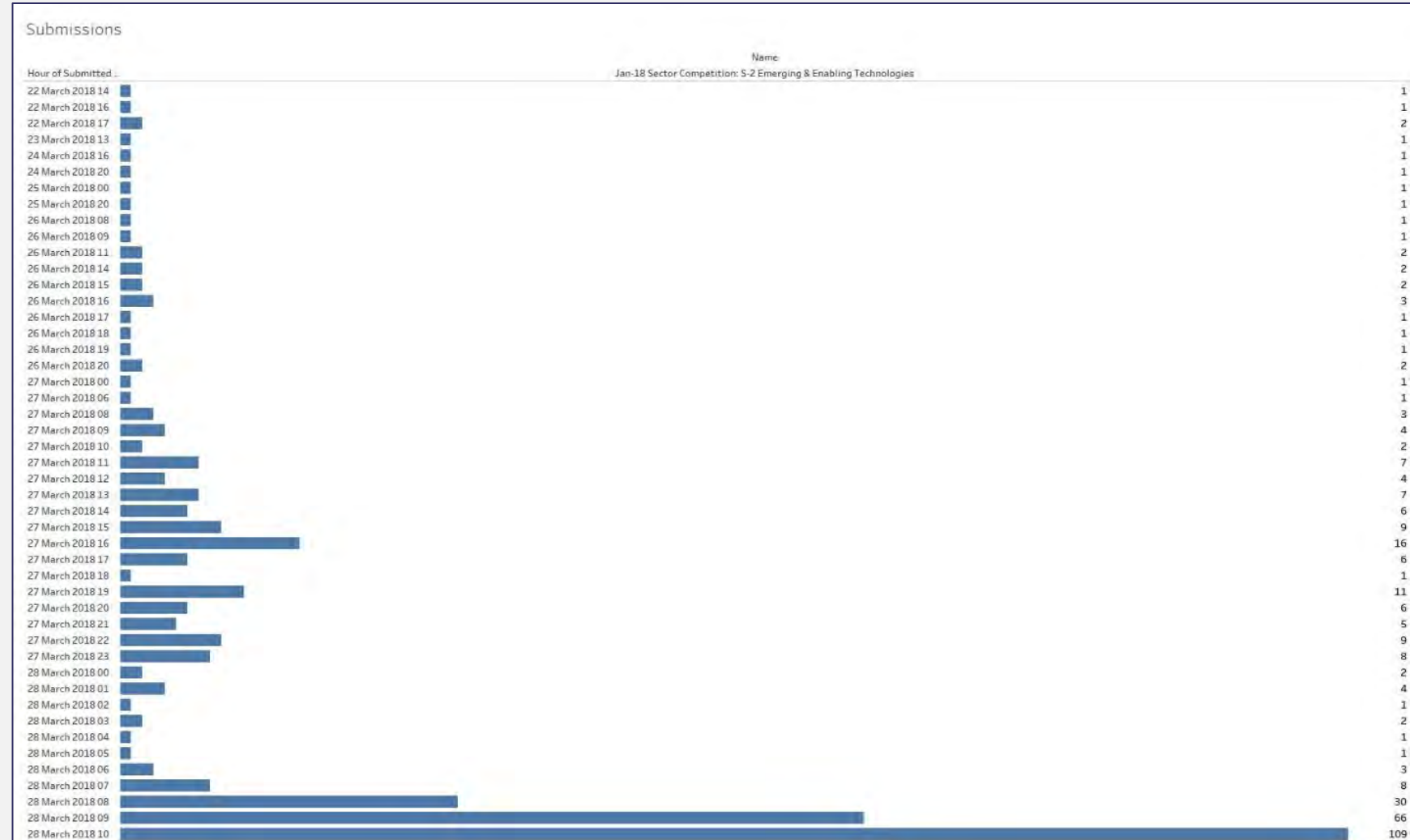
[Submit application](#)

Need help with this service? [Contact us](#)

# Submit your application early!

Customer Support can help resolve any issues you might have when submitting but only if they are contacted before the deadline. Once the deadline has passed, your application cannot be submitted.

Remember that if there are collaborative partners, it is the lead applicant's responsibility to ensure all collaborative partners have completed their assigned sections and accepted the terms and conditions, before submitting.



# Assessment



# How are successful applicants selected for funding?

Your application will be assessed by three independent assessors. They will score each section of your application.

All three of the scores awarded will count towards the total score used to make the funding decision. The standard Innovate UK 'outlier' process does not apply, the 'exception' process is applicable for Smart applications.

You will then receive email notification to offer grant funding or to inform you that your application has been unsuccessful on this occasion.

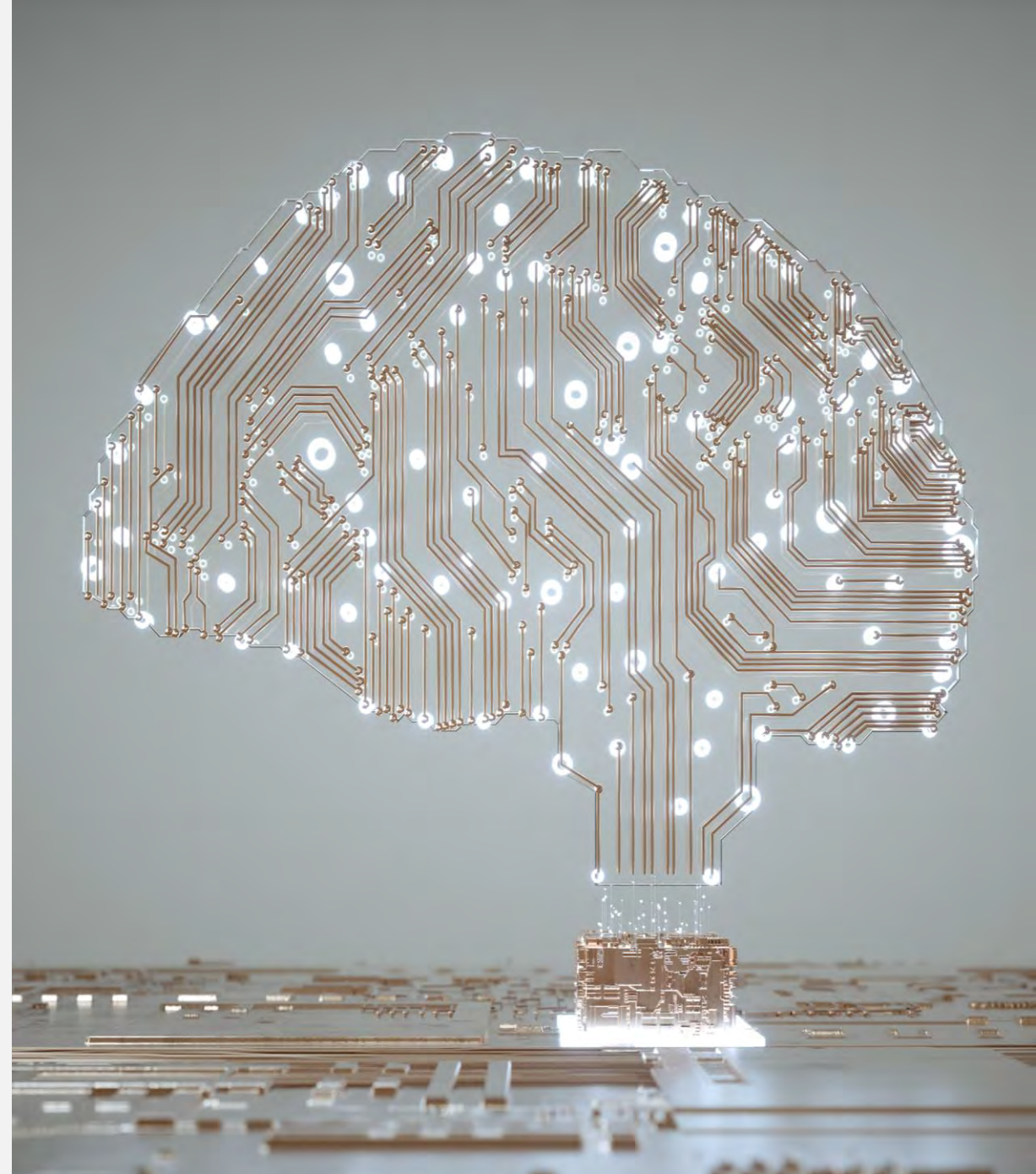
Whether successful or unsuccessful in receiving grant funding, you will receive feedback on your application. It is intended to be constructive in nature and to highlight both the strong as well as the weak areas of your application.

For more information on the competition process, please go to: [Competition briefing: applicant information - YouTube](#)

# Project setup for successful applicants



Innovate  
UK



# Notification

## If you are unsuccessful in this competition

You can use the feedback from the assessors to develop your idea and apply into another competition that allows previously submitted applications

## If you are successful in this competition

- you will be assigned a Delivery Executive who will guide you through the Project Set Up process
- you will have 5 working days to complete the project team, project details and bank details
- The latest start date is specified in the competition brief: funding may be withdrawn project set-up is not completed within the 90-day timeframe

**Please ensure all your contact details in the IFS portal are correct and up to date and that you regularly monitor it.**

# Project set up

- All communication will be through IFS.
- Lead applicant must provide collaboration agreements and exploitation plans if applicable.
- Any partners with individual total project costs of **up to** £50,000 must provide evidence with a Statement of Expenditure (SoE).
- Any partners with individual total project costs **above** £50,000 must provide evidence with an Independent Accountants Report (IAR).

## Project delivery

- All grants are paid quarterly in arrears and are only paid following quarterly reporting and necessary audits.
- Claims can only be made for costs incurred and paid between the project start and end dates.
- Monitoring of the project is performed by the appointed Monitoring Service Provider (MSP)

# Additional Support





# Equality, Diversity & Inclusion

- We are on a mission to embed Equality, Diversity, and Inclusion in everything we do, internally and externally.
- We believe that great ideas can, and do, come from anyone and everyone.
- We know that diversity and inclusion in businesses contributes to enhanced innovation, satisfaction, performance, and ultimately, commercial success.



# Available Support

- We welcome and encourage applications from people of all backgrounds and are committed to making our application process accessible to everyone.
- This includes providing support for people who have a disability or long-term condition and face barriers applying to us.
- So, if you would like any support, please contact our Customer Support Service Team on [support@iuk.ukri.org](mailto:support@iuk.ukri.org) or at **0300 321 4357**.



# What to Expect

1.

Contact our Customer Support Services Team as early as possible – we suggest at least 15 working days before the deadline

2.

Complete a request form which will be sent to our partner

3.

Our partner will conduct an exploration session with you and make reasonable adjustments recommendations

4.

Our partner will organise and deliver bespoke reasonable adjustments for and with you

5.

Submit your application – please do so well ahead of the deadline as extensions cannot be provided

# Innovate UK Business Growth

*Bespoke growth and scaling support at the business end of innovation*

- Intensive growth and scaling support tailored to the needs of each of our ambitious innovation-driven clients
- Offered alongside project funding to Innovate UK award winners, most of whom engage us. We are also available to all high growth potential innovative small or medium-sized businesses\*
- Engagement at early, growth and scaling stages, with our core high growth service and enhanced Scaleup Programme
- Delivered by 290 innovation and growth specialists embedded in regional ecosystems across the UK, including a board of expert scaleup directors

*\*subject to eligibility and currently in all nations and regions outside Scotland*

# Innovate UK Business Growth

An innovation and growth specialist, or scaleup directors, work with a company's leadership to hone its commercial strategy and help it take targeted action to, for example:

- Build investment readiness
- Manage innovation effectively
- Providing local to national to international growth and scaling support



# Q&A



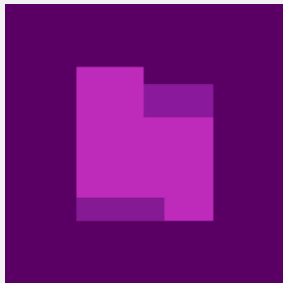
Innovate  
UK

# Contact

## Customer Support Services

0300 321 4357 (Monday - Friday 9am-12pm and 2pm-5pm)

[support@iuk.ukri.org](mailto:support@iuk.ukri.org)



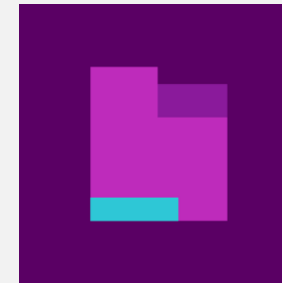
**Innovate UK**

[ukri.org/councils/innovate-uk](https://ukri.org/councils/innovate-uk)



**Innovate UK  
Business  
Connect**

[iuk.ktn-uk.org](https://iuk.ktn-uk.org)



**Innovate UK Business  
Growth**

[innovateukedge.ukri.org](https://innovateukedge.ukri.org)

# Thank You

 @InnovateUK

 Innovate UK

 Innovate UK

 @weareinnovateuk