



Innovate  
UK

# Cyber Local

## Applicant Briefing

Date: 19 September 2024

The webinar will start at 15:00.

- Welcome, we are currently waiting for more people to join.
- This briefing will be recorded. A copy of the slides and the recording link will be made available on IFS.
- Please enter any questions that you may have into the Q&A Box.
- For more information on the competition process, please click [here](#) to access our YouTube channel.



# Welcome and Introductions

**Kelly Mcgrath**

Competition Manager, Competitions Team

**Marta Fernandez Aguilar**

Innovation Lead, Digital Resilience & Cyber Security Team



# Agenda

- Key Dates
- Competition Summary & Scope
- Eligibility Criteria
- Innovation Funding Service (IFS)
- Assessment
- Use of AI
- Additional Support
- Q&A



# Key Dates

Timeline	Dates
Competition Opens	<b>16 September 2024</b>
Steering Group Submission Deadline	<b>27 September 2024</b>
Steering Group Responses Received	<b>4 October 2024</b>
Submission Deadline	<b>9 October 2024, 11:00 am</b>
Applicants informed	<b>5 November 2024</b>
Project start date	<b>1 January 2025</b>

# Competition Summary & Scope



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# Summary

Innovate UK, part of UK Research and Innovation, will work with Department for Science, Innovation and Technology (DSIT) to invest up to £1.3 million in innovation projects.

The aim of this competition is to develop impactful regional activities and events that focus on supporting the growth of the cyber security sector and the development of cyber security skills.

These will be to help resolve geographical disparities in the development and growth of the cyber security sector and to reduce the skills gap in the sector.

# Scope



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# Context

The latest DSIT sectoral analysis reflects the cyber security sector concentrated in a few key locations, with some left behind in terms of economic growth, availability of skilled jobs and resilience to threats.

In 2022/23 DSIT piloted the Cyber Local programme to allow local organisations to access grant funding for local interventions targeting cyber skills and innovation.

The new Cyber Local competition is a DSIT funded programme delivered by Innovate UK.

# About this competition

The aim of this competition is to support the local growth of the cyber security sector and the development of cyber security skills.

The programme will focus its resources in the following seven areas of the UK:

- Northern Ireland
- North-West England
- South-West England
- Yorkshire and Humber
- Northeast England
- East Midlands
- West Midlands

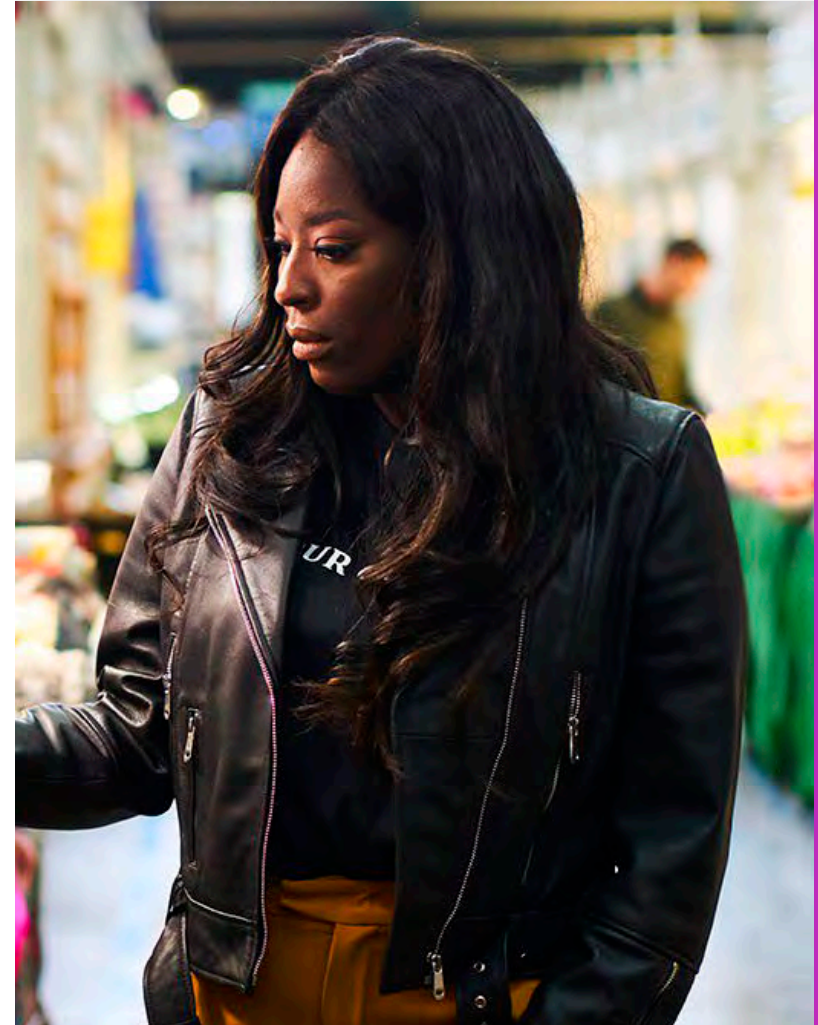
We are running this **phase of the** programme until the end of the current financial year, using existing regional networks. Should this prove successful then we would like to expand the reach of the programme in 2025, **subject to the outcome of the spending review**



# What are we looking for?

## Specific themes:

- Cyber security skills for local people and communities to reduce the skills gap
- Upskilling underrepresented demographics in the cyber security sector
- Strengthening the local cyber security sector through area partnerships and forging links between industry, public sector and academia
- Supporting the development of strong and innovative cyber security ecosystems
- Increasing opportunities for local people to pursue a career in cyber security, paying particular attention to underrepresented communities





# Who can apply?

The competition is open to **collaborations or single applicants**

To lead a project, work alone or collaborate with the lead your organisation must be UK registered:

- business of any size
- academic institution
- charity
- not for profit
- public sector organisation
- research and technology organisation (RTO)

# Local Steering Group



**Local steering groups have been set up to represent their local cyber ecosystem.**

Membership of steering groups will vary across each region but may include representatives from government, academia and industry. For example, further and higher education institutions; cyber clusters; cyber businesses and business representative organisations.

Their goal is to ensure that proposed projects address specific needs of the area where they will be delivered and do not duplicate or cut across existing work in the locality.

**We require applicants to secure endorsement of their local steering group before they submit the application and are assessed by Innovate UK.**

# Local Steering Group Endorsement

Submit an Expression of Interest by email before the **27<sup>th</sup> of September** outlining:

- Description of your idea
- Expected impact in the area
- Indicative costs

(Max. 350 words)

The backing of your idea from the steering group will be communicated by the **4<sup>th</sup> of October**.

We recommend that you start the formal application in parallel to receiving the endorsement to avoid delays.

## Local steering group contacts:

- Northern Ireland – Jessica Galway  
[jessica.galway@dsit.gov.uk](mailto:jessica.galway@dsit.gov.uk)
- North-West England - Adil Khan  
[adil.khan2@dsit.gov.uk](mailto:adil.khan2@dsit.gov.uk)
- Yorkshire & Humber - Adil Khan  
[adil.khan2@dsit.gov.uk](mailto:adil.khan2@dsit.gov.uk)
- South-West England – Lauren Metalle  
[lauren.metalle@dsit.gov.uk](mailto:lauren.metalle@dsit.gov.uk)
- Northeast England – Jennie Noble  
[jennie.noble@dsit.gov.uk](mailto:jennie.noble@dsit.gov.uk)
- East Midlands – Brooke Spittles  
[brooke.spittles@dsit.gov.uk](mailto:brooke.spittles@dsit.gov.uk)
- West Midlands – Brooke Spittles  
[brooke.spittles@dsit.gov.uk](mailto:brooke.spittles@dsit.gov.uk)

# Out of Scope

We are not funding projects that are:

- Not in scope for this competition
- Do not have a clear impact in one of the seven specified areas
- Do not have an impact or application to cyber security
- Duplicate activities of the [CyberFirst programme](#)

A stylized globe with a network overlay of glowing blue lines and dots. A white silhouette of a hand is shown holding the globe from the right side. The background is dark blue with a starry pattern.

# Scope Q&A

# Eligibility criteria



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# Eligibility Criteria – Your Project

## Your project must:

- have a grant funding request between £25,000 and £150,000
- last between one month and three months
- carry out its project work in the UK
- intend to exploit the results from or in the UK
- not start before 1 January 2025
- end by 31 March 2025
- have the endorsement of your area steering group

To obtain an endorsement please submit an Expression of Interest to the local steering group contact by email before the 27th of September.

Projects must always start on the first of the month. You must not start your project until your Grant Offer Letter has been approved by Innovate UK. Any delays within Project Setup may mean we need to delay your project start date.

*\* If you are successful, you will be expected to start on this date. Failure to comply with project setup requirements which cause delays may result in funding being withdrawn.*

# Eligibility Criteria – Lead Organisation

## Lead organisation:

To lead a project or work alone your organisation must be a UK registered:

- business of any size
- academic institution
- research and technology organisation (RTO)
- charity
- not for profit
- public sector organisation

More information on the different types of organisation can be found in our [Funding rules](#).

# Eligibility Criteria – Project Team

## Project team

To collaborate with the lead, your organisation must be one of the following UK registered:

- business of any size
- academic institution
- charity
- not for profit
- public sector organisation
- research and technology organisation (RTO)

Each partner organisation must be invited into the Innovation Funding Service (IFS) by the lead to collaborate on a project. Once partners have accepted the invitation, they will be asked to login or to create an account in IFS. They are responsible for entering their own project costs in the application.

To be an eligible collaboration, the lead and at least one other organisation must apply for funding when entering their costs into the application.

# Eligibility Criteria – Partners/Subcontractors

## Subcontractors

Subcontractors **are** allowed in this competition.

Subcontractors can be from anywhere in the UK and you must select them through your usual procurement process.

You can use subcontractors from overseas but must make the case in your application as to why you cannot use suppliers from the UK.

You must also provide a detailed rationale, evidence of the potential UK contractors you approached and the reasons why they were unable to work with you.

We expect all subcontractor costs to be justified and appropriate to the total eligible project costs. We will not accept a cheaper cost as a sufficient reason to use an overseas subcontractor.

All subcontractor costs must be justified and appropriate to the total project costs.

# Eligibility Criteria – Number of applications

## Number of applications

A business of any size, academic institution, charity, not-for-profit, public sector organisation or research and technology organisation (RTO) can lead in any number of applications and can also be included as a collaborator in any number of applications.

If an organisation is not leading any application, it can collaborate in any number of applications.

Organisations that are leading or collaborating in multiple applications must be able to prove they can deliver on all applications. The funding required for the total number of applications must be not exceed the Minimal Financial Assistance (MFA) limit.

# Previously submitted applications

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

Previously submitted application	Not a Previously submitted application
<p>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).</p> <p>If you have previously submitted an application that reached our assessment stage, you can re-apply once more with the same proposal.</p>	<p>A brand-new application, project or idea that you have not previously submitted into an Innovate UK competition.</p> <p>or</p> <p>A previously submitted or ineligible application which:</p> <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>



# **Innovation Funding Service (IFS)**

# How to apply

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.



This screenshot shows the 'Create your account' page for UK registered businesses. The header includes the GOV.UK logo and 'Innovation Funding Service'. A 'BETA' notice is present. The main heading is 'Your organisation'. An information icon indicates that the organisation must be UK-based. Under the 'Business' section, there is a search box for 'Find your organisation on Companies House' with the text 'nomensa' and a 'Search' button. Below this, 'Companies House search results' are shown for 'NOMENSALTD', including its registration number and address.

This screenshot shows the 'Sign in' page for the Innovation Funding Service. The header includes the GOV.UK logo and 'Innovation Funding Service'. A 'BETA' notice is present. The main heading is 'Please sign in or create an account'. There are two columns: 'Used this service before?' with a 'Sign in' button, and 'New to this service?' with a 'Create account' button. Below this, the 'Sign in' form is shown with fields for 'Email address' and 'Password', each with a 'Please enter your...' prompt. A 'Show' button is next to the password field. At the bottom, there are links for 'Need help signing in or creating an account?', 'My email and/or password isn't working', and 'Forgotten your password?'.

# Application Questions

Detailed guidance available on IFS

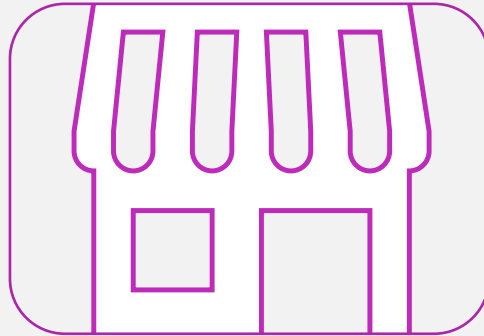
Application Form		Word Count	Appendix inc. number of pages
Question 1	Applicant location (not scored)	N/A	No
Question 2	Minimal Financial Assistance declaration	N/A	Yes - mandatory
Question 3	Animal testing (not scored)	Multiple choice	No
Question 4	Permits and licences (not scored)	Multiple choice	No
Question 5	Delivery location	Multiple choice	No
Question 6	Steering group endorsement	Multiple choice	Yes – mandatory
Question 7	Need or challenge	400	No
Question 8	Approach	400	Yes - optional
Question 9	Team and resources	400	Yes – optional
Question 10	Outcomes and plan for continuation	400	No
Question 11	Wider impacts	400	No
Question 12	Project management	400	Yes - mandatory
Question 13	Risks	400	Yes – mandatory
Question 14	Added Value	400	No
Question 15	Costs and value for money	400	No

# Your Project Cost Categories

View our [Application Finances Instructional Video](#)



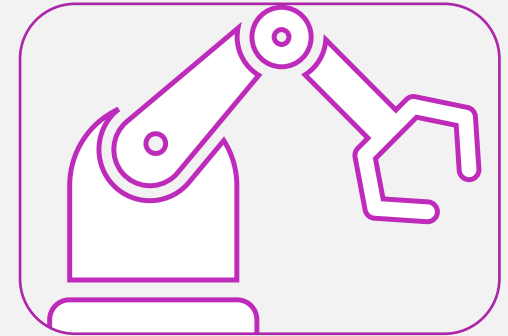
Labour



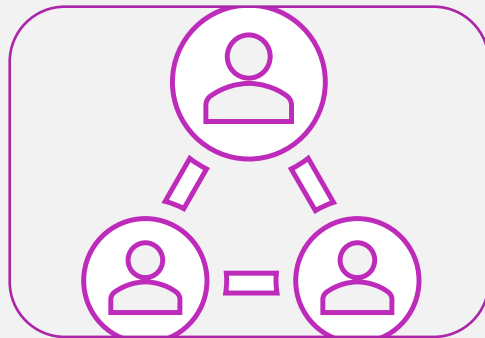
Overheads



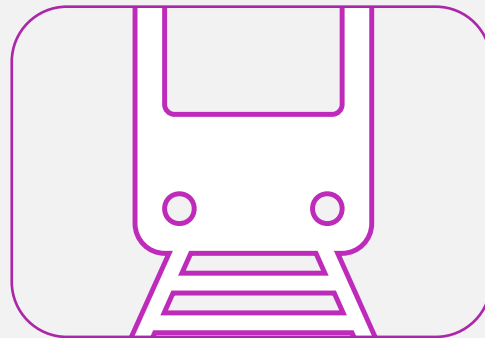
Materials



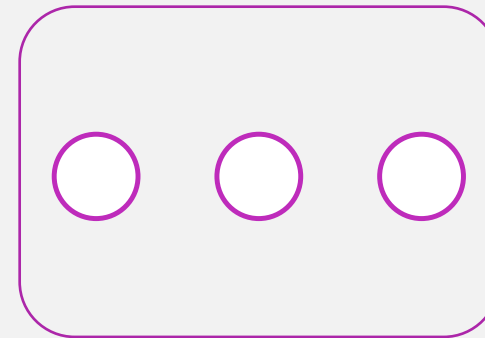
Equipment  
Usage



Subcontractors



Travel &  
Subsistence




Other

# Your project finances


## Finances

Your organisation is required to submit its project finances. Your organisation's project costs can be seen in the 'Finances overview'.


---

**Your project finances**  Incomplete

---


[Finances overview](#)  Incomplete

## Finances


 Only members from your organisation will be able to see a breakdown of your finances.

Please complete your project finances.


---

[Your project costs](#)  Incomplete


---

[Your project location](#)  Incomplete

---

[Your organisation](#)  Incomplete

---

[Your funding](#)  Incomplete

## Your project costs

Add your project costs by category – refer to previous slide for link to instructional video

## Your project location

Enter postcode for where most of the project work will take place.

## Your organisation

Add details of your organisation including size, turnover and number of employees

## Your funding

Include your funding level percentage according to the competition's funding rules. Only declare Other Public Sector Funding here if you have previously received public money for **exactly** the same activities

# Your funding

Untitled application

## Your funding

**Are you requesting funding?**

Yes

No

**Other funding**

**Have you received an award from any source for the same project, costs or activities in the last three financial years? (The current financial year and the two financial years immediately preceding it.)**  
You will be asked to provide details of other funding on the following page.

Yes

No

[Save and return to project finances](#)

- If you are requesting funding, please tick Yes.
- Only answer Yes to the Other funding question if you have received funding FOR THE SAME project activities. We cannot fund the same project activities twice.
- Anything that you declare in the Other funding field will be deducted from your Funding sought total.
- This will NOT be visible to you in the Finance Summary in IFS.
- For Minimal Financial Assistance competitions, you do NOT declare your previous MFA funding here. You must use the Declaration Form instead.

# Your funding

**Details of other funding**

Source of funding

Project

Competition or funding applied (optional)  
For example, Smarts grant, ATI

Date secured

Funding amount (£)

[Add another source of funding](#)

**Total other funding** £0

[Mark as complete](#)

[Save and return to project finances](#)

**Finance summary**

This is a breakdown of your project costs and sources of funding for this project.

Total costs (£)	Funding level (%)	Funding sought (£)	Contribution to project (£)	Other public sector funding (£)
444,000	70.00	310,800	133,200	50,000

[Return to application overview](#)

## IMPORTANT:

Above is an example of the Finance summary. If you declare Other public sector funding, as circled in purple, it does not deduct from your Funding sought total in IFS.

However, this amount will be deducted from your funding request by Innovate UK and may make you ineligible.

# Checking your finances are complete

## Finances summary

These organisations have not marked their finances as complete:

- Ludlow
- EGGS

This application cannot be submitted until all items in the finances section have been marked as complete by all partners.

		Total costs (£)	Funding level (%)	Funding sought (£)	Contribution to project (£)	Other public sector funding (£)
<b>Empire Ltd</b> Lead organisation	✓	200,903	30.00	57,803	140,632	2,468
<b>Ludlow</b> Partner	⚠	200,903	30.00	57,803	140,632	2,468
<b>EGGS</b> Partner	⚠	990	100.00	990	0	0
<b>Total</b>	⚠	<b>£402,796</b>		116,596	281,264	4,936

The lead must ensure that all partners have marked their finances as complete.

**IFS DOES NOT VALIDATE TOTAL PROJECT COSTS**


# Terms and Conditions

Before you can submit your application, **all** organisations in an application must agree to the draft terms and conditions for this competition.


## Terms and conditions

You must agree to these before you submit your application.

[Award terms and conditions](#)

 Incomplete

Review and submit

 [Print your application](#)



I agree to the [full terms and conditions](#) set out by the funding authority. I understand I need to agree to the final contract if my application is successful.

Agree and continue

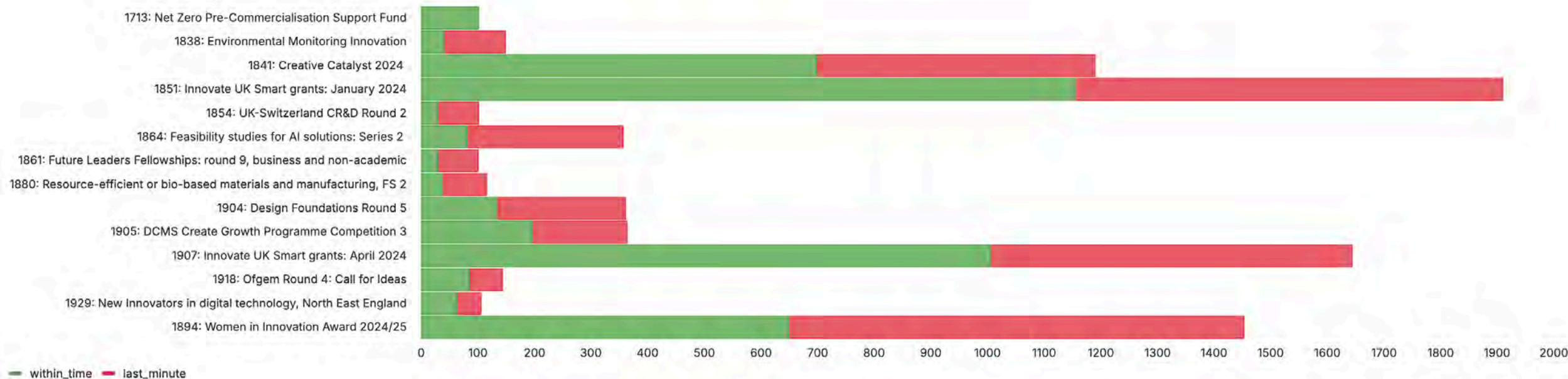


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# Submitting your application

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.



# 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](#)

# 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 accurate 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

Whilst AI offers many benefits, it is important you are aware that **you are potentially sharing your idea with the world**, so be careful what you share as you have no control over how it is shared on once you do.

# Funding Rules



# 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.

# 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.

# Minimal Financial Assistance (previously Special Drawing Rights) or De Minimis

Grant funding in this competition is awarded as minimal financial assistance (MFA). This allows public bodies to award up to £315,000 to an enterprise in a 3-year rolling financial period.

To establish your eligibility, we need to check that our support added to the amount you have previously received does not exceed the limit of £315,000 in the 'applicable period'.

The applicable period is made up of:

- (a) the elapsed part of the current financial year
- (b) the two financial years immediately preceding the current financial year

In your application, you will be asked to declare previous funding received by you. This will form part of the financial checks ahead of Innovate UK making a formal grant offer.

# Due diligence

Under the Subsidy Control Act 2022, we will carry out financial health checks and going 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 - 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.

# Grant requested

**Finances** Close all

---

**Finances summary** -

The finances of all project partners are included in this summary.

	Total costs (£)	Funding level (%)	Funding sought (£)	Contribution to project (£)	Other public sector funding (£)
Organisation	£30,000	100.00	£30,000	0	0

- Your Total costs and Funding sought figures must be between £25,000 and £150,000
- You can request 100% funding
- To note: some applicants may need to adjust this figure as they may have reached their MFA limit
- IFS will not correct you if your Funding level is less than 100% or your grant request is less than £25,000

# Grant requested

**Finances** Close all

**Finances summary** -

The finances of all project partners are included in this summary.

	Total costs (£)	Funding level (%)	Funding sought (£)	Contribution to project (£)	Other public sector funding (£)
Organisation	£30,000	100.00	£30,000	0	0

- This is where you place your funding level percentage figure
- MFA projects can be funded at 100% of costs

Untitled application

## Your funding

Are you requesting funding?

Yes

Select a funding level  
The maximum you can enter is 100%, based on this [competition's rules \(opens in a new window\)](#).

%

No

# Minimal Financial Assistance (MFA) Declaration Form

## Declaration statement

I confirm that I **have not** received any funding in the applicable period as defined above. *(Please check the box if applicable and move to Recipient Acknowledgments.)*

*or*

I confirm that I **have** received the following funding in the applicable period as defined above. *(Please check the box if applicable and complete the table below.)*

## DECLARATION:

I believe that the facts stated in this Declaration are true. I understand that legal proceedings for false and inaccurate declarations may be brought against anyone who makes, or causes to be made, a false statement in a document verified by a statement of truth without an honest belief in its truth.

Company	
Applicant Name	
Signature	
Date	

False declarations will result in withdrawal of the offer made by the Authority. If an award is made to you based on false information, the Authority has the right to recover funding in full.






A	B	C	D
Body who provided the funding <i>(Who awarded you the funding?)</i>	Funding Amount received in GBP	Funding Amount received in Euros <i>(only use this column to declare your conversion of the Deminimis funding you previously received in euros)</i>	Date awarded

# Assessment



# Assessment

## [YouTube Playlist](#)

-  **How do our assessors assess?**  
Innovate UK • 8.1K views • 2 years ago
-  **How are successful applications selected for funding?**  
Innovate UK • 17K views • 2 years ago
-  **What steps are there before a project starts?**  
Innovate UK • 7.7K views • 2 years ago
-  **How are successful projects monitored?**  
Innovate UK • 4.1K views • 2 years ago
-  **How successful applicants receive their funding.**  
Innovate UK • 4.6K views • 2 years ago



# Conditional offer of awarding

If you are successful, you will have a further eight steps to complete in Project Setup.

These are:

- Project details
- Project team
- Documents
- You will be allocated a Monitoring Service Provider (MSP)
- Bank details
- Finance checks
- Spend profile
- Grant Offer Letter

Project Set Up can take up to 90 days.

**Work can only commence on the project once you have signed and returned the Grant Offer Letter and it is approved.**

# Additional Support



# Innovate UK Business Growth

<https://iuk.ktn-uk.org/business-growth/>

Innovate UK Business Growth (previously Innovate UK EDGE) is a key part of the UK innovation agency's deep investment in the pioneering businesses that drive economic growth. It is a publicly-funded service available to all high potential small to medium sized innovation-driven companies, including Innovate UK grant winners.

## **Exploit Innovation:**

Grow your business by protecting your IP, improving innovation management and accessing the innovation ecosystem globally through us.

## **Source funding:**

Grow and scale your business by accessing the right finance and funding for you and becoming investment ready.

## **Enter new markets:**

Helping you to make connections to partners and leverage insights to expand into vertical and international markets and achieve scaling ambitions.

## **Ready to scale?**

The Innovate UK Scaleup Programme helps the highest potential businesses realise their ambitions.



# Useful Information

- UKRI's [General Guidance](#)
- Innovate UK Business Connect's [Good Application Guide](#)
- [Who we fund](#)
- Collaboration Agreement Guidance: [Lambert Toolkit](#)

## Funding opportunities

To find out more about the competitions currently available you can visit either the [Innovation Funding Service \(IFS\)](#) or the [funding finder](#) on the UKRI website. Through these links, you can review the competitions available and decide which ones may be right for you.

You can [sign up to our newsletter](#) to receive all the latest information on our competitions straight to your inbox or [register for email alerts](#) to get page updates from Innovate UK.

The government also offers [other opportunities for businesses to get finance and support](#).

Innovate UK reserves the rights to host competitions on a needs basis and will adjust each competition criteria and scope accordingly. We may occasionally run closed competitions that are for invited applicants only. These are run based on the challenge requirement or need.

# Q&A



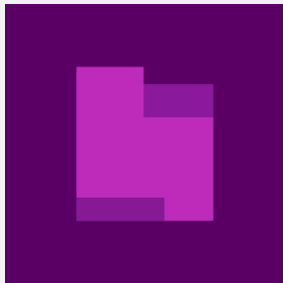
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# Contact

## Customer Support Services

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

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



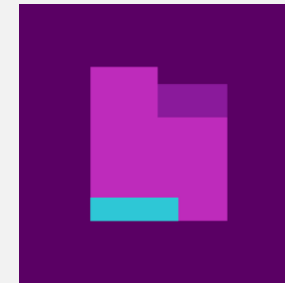
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