**LIFE SCIENCES BRIDGING FUND – PATHFINDER**

**GUIDANCE NOTES FOR APPLICANTS**

**Please refer to Section 3 of the Guidance Notes for specific advice on completing the application form.**

1. Introduction

* 1. **The Bridging Fund**

The Bridging Fund is a three-year pilot programme of support funded by the Welsh Government and aimed at accelerating Life Sciences technologies on the path to commercialisation.

It is well recognised that Universities have a vital role to play in the development of new Life Sciences technologies. However, companies and commercial funders are often reluctant to invest at an early stage of development. This lack of funding to support the translational research required to demonstrate the commercial potential of academic research often prevents the realisation of economic and patient benefits.

The aim of the Bridging Fund is to:

* promote a high value-added economy
* maximise the economic impact of academic projects
* develop an entrepreneurial culture within academia
* encourage the creation of spin-out businesses
* support the licensing of new technology

These aims will be achieved by supporting strong academic projects that are considered to have the potential and wherewithal to commercialise.

The Fund’s initial ‘pathfinder’ phase is open to all life sciences researchers across Wales and seeks to build on previous investment by the Chief Scientific Adviser into the successful Life Sciences and Engineering National Research Networks. A Follow-On Fund will shortly be launched of up to £300k per project for a small number of exceptional projects which can demonstrate they have already made significant progress along the commercialisation path. Further details will be available shortly but in the meantime potential applicants should contact the Bridging Fund Project Manager, Dr Corinne Nguyen, on 07584 995669 or via the Bridging Fund mailbox: [lifesciences@wales.gsi.gov.uk](mailto:lifesciences@wales.gsi.gov.uk)

**1.2 Managing Expectations - The Scope of this Fund**

**Pathfinder Phase**

Pathfinder aims to support the initial stages of the commercialisation process to establish the technical and commercial potential of a discrete technology. Applicants will be expected to demonstrate that they already have preliminary data and that funding would significantly advance the commercial potential of excellent research emanating from Welsh universities.

* This rolling call is open to all Life Sciences researchers in Wales as long as the project is directly relevant to the Life Sciences sector.
* The fund only supports directly incurred costs of up to £75k at up to 100% of total project costs.
* Applications will be considered by the Scientific Advisory Board which comprises of Life Sciences industry experts.
* **Only** applications that can clearly demonstrate direct alignment to the Welsh Government’s priority Life Sciences sector will be considered.
* Allied to the above bullet, **only** applications that demonstrate a clear commercial opportunity will be considered.
* Applicants should be aware that all bids will be fully appraised on technical merit and commercial potential by a Scientific Advisory Board. All projects will be assessed against the following criteria:
  + Strategic Fit,
  + Commercial Opportunity,
  + Value for Money,
  + Project Viability and
  + Overall quality of the bid.

**1.3 Project Funding and Duration**

All applications will be considered on their own merit and funding allocations will be dependent on the value for money offered and funds available. **All projects must be completed and funding claimed by 31 March 2018**

**1.4 Eligibility**

All applications must be signed by a Technology Transfer Officer (or equivalent) of the Institution prior to submission. The Project Lead must be the main contact and also have responsibility for all future monitoring and reporting of project impacts.

Ineligible or incomplete applications forms will not go forward to the assessment and decision process. To be eligible for consideration for funding all applications must:

* Be a Welsh Higher Education Institution. The Project Lead must assume overall responsibility for financial / output reporting and legal matters pertaining to the project.
* Address areas of significant strategic importance to the Life Sciences Sector.
* Address the aims of the Bridging Fund programme as detailed in 1.1.
* Demonstrate potential long term economic impact to Wales.
* Demonstrate why funding is required for the project to proceed.

1.5 Eligible Activities and Costs

All activities must:

* be solely for the purpose of the project,
* be conducted at the minimum cost to achieve the intended results,
* not duplicate or displace existing support packages.

The Fund will accept proposals that have commercial potential in any area of Life Sciences including (but not limited to):

* Drug Discovery and Development
* Medical Devices
* Diagnostics
* Prognostics
* Vaccines

The Fund will not support fundamental research and projects will need to demonstrate that they are based on excellent past research.

**Eligible Costs**

* The Bridging Fund will support only directly attributable, eligible project costs incurred by the HEI. All non-eligible costs will be deducted from funding requested prior to submission to the Scientific Advisory Board. Any industrial partners involved in the project cannot be funded by the Bridging Fund.
* All Bridging Fund projects operate on a ‘no aid’ basis on the understanding that funding is provided for the costs incurred by the academic Institution(s) with no indirect aid transferring to any industrial partner(s).
* **All projects must be completed and funding claimed by 31 March 2018**.

The following are specific examples of eligible costs, but the list is by no means exhaustive. If you are unsure of whether a cost is eligible, please contact the Bridging Fund Project Manager:

* Costs of staff employed on a project
* Travel and subsistence essential for the operation of the project
* Consumables
* ICT costs where there is sufficient evidence this is essential to the successful delivery of the project and where no ICT equipment is available elsewhere
* Specialist Subcontracting**\***
* Irrecoverable VAT
* In-vivo testing
* Preliminary toxicology or pharmacokinetics
* Exemplification of existing IP
* Detailed market assessment
* Prototype development
* Co-funding with other parties
* Development of fee for service models

\*Specialist Subcontracting - In some instances it may be necessary to contract out some or all of the specialist commercial project work. It is expected that best efforts will be made to sub-contract activities to Welsh-based organisations. It is expected that the sub contractor has demonstrated excellence in their field.

**Ineligible revenue costs include**:

* Costs relating to commercial / retail activities
* Costs already claimed in other projects
* Staff costs not relating to project operation
* Recoverable VAT
* Insurance
* Repair and maintenance of equipment
* Notional “lost opportunity” costs
* Contingency costs / maintenance costs are ineligible.
* ‘Blue sky’ research
* Target validation
* Contract research and development work on behalf of third parties

**1.6 Confidentiality**

Whilst the Welsh Government will take all reasonable steps to protect any information designated by you as confidential which is disclosed as part of an Application, it is important that you are aware of limitations placed by the Freedom of Information Act 2000 (the “Act”) on the Welsh Government’s ability to comply with your expectations of confidentiality. The Welsh Government can only preserve the confidentiality of your information in accordance with its obligations under the Act.

**It is therefore important that all submissions to the Bridging Fund which contain highly confidential information should be clearly labelled as confidential.**

**1.7 State Aid**

The Bridging Fund is operated by Welsh Government on a ‘no aid’ basis in line with the European Commission’s Framework for State aid for Research, Development and Innovation. Public funding of research organisations’ core teaching, research, and result dissemination activities, including provision of infrastructure for core activities, is not generally considered to be State aid. This also applies where organisations provide economic services such as commercial research and consultancy, as long as the economic services are: necessary to or intrinsically linked to main non-economic activities; use the same inputs (material, equipment, labour & fixed capital) and do not exceed 20% of the annual capacity.

Public funding of university/other non-profit research organisations’ licensing and spin-off creation (up to the point they are spun out) is not considered State aid where these activities are in-house and income generated is reinvested in the organisations’ core public activities

Where a University/non-profit research organisation effectively collaborates in business research projects, this will not constitute State aid provided the organisation is paid market rates by business partners for its share of the project work or results, or is given on-going ownership of the results generated by its share of the work. Evidence of meeting these conditions is required. Where these conditions are not met, the organisation’s contribution to the project will constitute State aid. Please contact the Bridging Fund for further details.

For more information please see the Commission Framework for State Aid for Research and Development and Innovation: <http://ec.europa.eu/competition/state_aid/modernisation/rdi_framework_en.pdf>

**2. Appraisal Process**

In order for applications to have the best possible chance of progressing to the technical and financial appraisal stages, it is essential that only well developed applications are submitted for consideration.

**All applicants must discuss and complete their application in conjunction with their Technology Transfer Office (or equivalent). It is strongly advised they consult the Bridging Fund Project Manager prior to submission.**

* 1. **How Your Application Will Be Considered**

The appraisal process has been designed to ensure consistency in approach and only those applications meeting an acceptable standard based on the criteria below will be submitted to the Scientific Advisory Board for consideration.

All application information will be shared with the Bridging Fund Project Manager at the Life Sciences Hub Wales Limited to support the delivery of appraisal and application processes.

In addition, all application information will be shared with members of the Scientific Advisory Board, appointed by the Welsh Government, to appraise applications and make funding recommendations to the Minister for Economy and Transport.

Any personal information submitted as part of the application will be used to keep in contact with you while the application is being processed and once it is approved, if successful. This information will only be shared with the Bridging Fund Project Manager, the Scientific Advisory Board and specific publishing and marketing organisations contracted by Welsh Government for the purposes of promoting the Bridging Fund. Your data will be processed and safe guarded in line with the Data Protection Act.

Projects that are ineligible **will not** progress further than initial eligibility and verification checks and will be returned to applicants at the earliest possible opportunity. All eligible applications will be subject to assessment and ranking by a Scientific Advisory Board. In addition, the performance of all projects in each Institution will be considered during the appraisal phase.

As this is a **rolling** call, once an application has been submitted it will be assessed as presented. However, applicants may seek advice from the Fund Project Manager and may be invited to deliver a presentation to the Scientific Advisory Board to provide further information about the project prior as part of the assessment process.

The final decision on which projects are recommended for support will be made by the Scientific Advisory Board where all eligible proposals that meet an acceptable standard will be considered in conjunction with assessment reports from appropriate experts as required.

The following process will be applied to all applications:

1. The fully completed electronic application, in Word format, with electronic signatures should be emailed to: [lifesciences@wales.gsi.gov.uk](mailto:lifesciences@wales.gsi.gov.uk)
2. Welsh Government will carry out eligibility, due diligence and verification checks. *Compliance with all eligibility conditions does not guarantee that funding will be awarded*.
3. Eligible and complete applications will then be shared with the Bridging Fund Project Manager and appraised by the Scientific Advisory Board with due consideration for Strategic Fit, Commercial Opportunity, Value for Money, Project Viability and the overall quality of the project.
4. Following this appraisal, an appraisal report including a funding recommendation will be sent to Welsh Government. The Scientific Advisory Board can recommend offering a range of support from full support through to no support at the discretion of the Board members.
5. The Welsh Government will consider the recommendation from the Scientific Advisory Board. Applicants will be notified via e-mail of the outcome of their application by the Welsh Government.
6. The application form will become the project plan and the document upon which the Funding Agreement between the Welsh Ministers and the applicant is based. No funding will be provided until the funding agreement has been accepted and returned to the Welsh Government.
7. It is a condition of support that all projects must be completed and funding claimed by **31 March 2018.**
8. If approved, the project will be subject to formal review procedures at milestones/timing points, specified and agreed at point of approval. The Bridging Fund Project Manager will consider the progress of the project to date in relation to such things as fulfilment of proposed activity, achievement levels, known changes in technology and/or market, alteration to project team, and any other factors that may affect the original intentions or purpose of the project.
   1. **Assessment criteria**

All eligible applications will be assessed on their own merit, competitively against the assessment criteria outlined below:

**Strategic Delivery**

All projects must be in line with the Welsh Government’s Life Sciences priority sector aim to grow the sector in Wales and deliver against the overall objectives of the Bridging Fund programme.

Applications will be assessed on how well the proposal will deliver outcomes in the following strategic areas:

1. Support strong academic projects that are considered to have the potential and wherewithal to commercialise.
2. Create highly skilled commercially-focused jobs and expertise within academia.
3. Develop and support an entrepreneurial culture within Welsh academia.
4. Support projects with the potential to create new Life Sciences spin-out companies.

**Economic Impact**

Only applications which demonstrate prospective economic benefit to Wales, through using new knowledge or technology to create business opportunities will be considered. Applications will be assessed on how well the following points have been addressed:

* The commercial need for the proposed project.
* The application demonstrates that similar products, technologies or services are not readily available in the market
* That the project is not duplicating or likely to duplicate work already being carried out in other research organisations.
* The likely commercial potential of the proposed project deliverables.
* The contribution to the economy and/or future development of the Life Sciences sector through new knowledge or technology resulting from the project.

**Suitability**

Applications will need to demonstrate that the project proposed meets the aims and objectives of the Programme and covers:

* How well the project will deliver against the commercial opportunity.
* Whether the R&D is exploratory, forward-looking, and innovative representing a significant technical/academic challenge. Priority will be given to projects that have the potential to offer major technology or commercial breakthrough.
* The need for the commercial product or service that is being developed. The project should not be duplicating or be likely to duplicate work already being carried out.

**Viability**

All applications will need to demonstrate whetherthe project has the necessary support and resources in place to sustain the project. Applications need to detail:

* The suitability of the unique specialist academic expertise to deliver the project from a technical/academic perspective i.e. the project team members' experience, qualifications, track record.
* The suitability of any collaborative partners.
* Whether the project has appropriate internal and external support in place to deliver the project successfully and exploit the results.
* The resource allocation is appropriate.
* How well the project will be managed.
* The overall organisational structure and systems to deliver the specific project. This includes governance, project management arrangements, financial systems and future exploitation arrangements.

**Achievability**

The application will need to clearly describe how the project team and project plan will deliver the proposed benefits and deliverables specified.

* How realistic the project plan is to achieve the stated benefits and deliverables – appropriate work packages, milestones, processes and criteria to decide the course of action at each stage of the project.
* The critical risks have been identified, validated and appropriate plans put in place to mitigate or manage them.
* The quality of the project plan within the application – is it clear, is it appropriate to deliver the output and outcomes?

**Value for Money**

Priority will be given to applications that demonstrate the project is realistically scaled to deliver the benefits described within the application and evidence that this can be achieved at minimal cost. Applicants will be assessed on how well the following points have been addressed:

* How realistic the scope/scale of the project is to deliver the proposed benefits.
* Whether the budget is reasonable, realistic and justified – evidence that helps to demonstrate the applicant is requesting the minimum level of funding to achieve the aims.
* Whether all planned activities are necessary or add value to the outcome.
* Whether the deliverables and likely outcomes justify the cost.
* Whether the project could/should be funded by other sources.

**2.3 Project Milestones, Outputs and Outcomes**

As part of the assessment process and the delivery of the project, applicants will be expected to achieve the milestones set out in their applications. Should their application be successful, applicants will need to agree project outputs with the Bridging Fund team. Outputs will need to demonstrate that applicants are making progress towards the commercialisation of their technology, for example in their preparation for seeking further commercialisation funding, or through licensing, or by creating a spin-out company.

In addition to project milestones and outputs, applicants will need to demonstrate that they have considered the potential longer term commercial benefits and/or impacts of the project. Applicants will be expected to highlight the value added by the Bridging Fund to the commercial development of their technology.

**2.5 Further Information**

If further information about the completion of forms, application procedure or the funding decision required then please contact the Bridging Fund Project Manager, Dr Corinne Nguyen on 07584 995669 or email the Bridging Fund mailbox: [lifesciences@wales.gsi.gov.uk](mailto:lifesciences@wales.gsi.gov.uk)

**2.6 Evaluation Studies and Publicity**

All projects will be subject to future monitoring, auditing, case study products and evaluation studies, and it will be a condition of funding that all applicants and partners comply.

Successful applications will be subject to Bridging Fund ongoing operational and also quarterly reviews. It is expected that the Welsh Government and / or their representatives will regularly review project progress and attend project management and steering group meetings as and when appropriate. This will be a condition of funding.

Applicants may also be asked to participate in any future publicity campaigns.

3. Guidelines for Completing the Application Form

* Provide concise and specific answers to the questions, summarising any background information, including relevant references or diagrams, which may be included within an annex to the application.
* Incomplete application forms or forms lacking in sufficient detail will **not** be considered for funding. Compliance will all eligibility criteria does not guarantee that funding will be awarded. Funding will be awarded following successful assessment of the applications against the criteria outlined in Section 2.2.
* The application will be submitted for technical due diligence, where relevant, to provide an independent assessment of the proposed research. If further technical detail is considered necessary applicants should include a technical annex for due diligence purposes.

**Completing the Application Form**

Any applications submitted late or exceeding the stated word limits will not be progressed.

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| **SECTION A – PROJECT** | |
| **Project Reference Number**  ***Internal use only*** |  |
| **Project Title (20 words maximum, non-confidential)** | Please provide a non‐confidential title for the project that may be made publically available. |
| **Name of Institution** | Please provide the name of the lead HEI. |
| **Name of Responsible Technology Transfer Officer** | The Institution’s Technology Transfer Office or equivalent, is expected to support each application and provide substantial input, especially with Intellectual Property, market assessment and commercialisation strategy. Please provide a named individual within the Technology Transfer Office responsible for the project. |
| **Total Amount of Funding Requested** | **£** |
| **Total Project Costs (direct costs only)** | **£** |
| **Anticipated Project Duration (in months)** |  |
| **Anticipated Start Date** | All successful projects must be fully completed by 31st March 2018. Please state a realistic start date that takes into account the length of time required to appoint key staff or secure appropriate resources. The Fund is required to commit the funds in a relatively short timescale and any changes to the start date or length of project will need to be agreed by the Fund Project Manager. |
| **Has this project previously received Welsh Government funding?** | Please detail any funding previously received from Welsh Government for this project. |

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| **Name of Project Lead** |  |
| **Post** |  |
| **Department** |  |
| **Address** |  |
| **Email Address** |  |
| **Telephone Number** |  |
| **Signature** |  |
| **Date** |  |

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| **Academic Partner (Optional)** | Please list all academic collaborator(s) from outside your HEI. Please specify their HEI | **Academic Partner Financial Contribution or funding requested (Optional)** | Please specify if the academic partner’s contribution is funded separately; if it is made “in kind”; or if funding is requested under this application. |
| **Non-Academic Partner (Optional)** | This can be an industrial partner, NHS, a charity, or any other type of non-academic partner | **Non-Academic Partner Financial Contribution (Optional)** | If this is an in kind contribution, please write “In kind” also specifying an estimated value. More information should be provided in Sections H and L. |

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| **SECTION B – PROJECT SUMMARY** |
| **Executive Summary** (non-confidential - 300 words max).  Please describe your proposed proof of concept project and how it fits within the remit of the Life Sciences Bridging Fund. |
| Please provide a **non‐confidential** summary of the project that addresses how the proposal fits with the Life Sciences Bridging Fund’s aims. Please describe your proposed proof of concept project and how it fits within the remit of the Life Sciences Bridging Fund. |

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| **SECTION C – Background (Confidential)** |
| Please give an overview of the research that resulted in the development of this technology and the name of any funding bodies that supported its initial development Please note this is to offer context. The Bridging Fund will not re-review the research, its focus is to assess the commercial potential of the technology. (400 words max). |
| The Fund aims to support the commercialisation of research arising from Welsh universities. Please provide a brief summary of the research that has been undertaken to date along with the names of any funding bodies that supported its initial development. This section of the form is to offer context and not a re-review of the research. It is to consider whether studies conducted via Bridging Fund support will enhance the prospects of successful  commercialisation. |

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| **SECTION D – OPPORTUNITY/NEED (CONFIDENTIAL)** |
| What opportunity/need does the technology address?  What is the estimated size of the commercial opportunity? What are the advantages of your technology over currently available alternatives? What would the product be? What do you know about the addressable market?  If appropriate, please provide details of companies or organisations that might be interested in collaborating on developing the technology further.  (800 words max) |
| **What opportunity/need does the technology address?**  The Fund is looking to support projects that have commercial potential. Please detail the need/opportunity that the technology addresses.  **What is the estimated size of the commercial opportunity? What are the advantages of this technology over currently available alternatives? What would the product be? What do you know about the addressable market?**  Please provide an estimate on the size of the potential market, including any information you may have on the addressable market for your proposed product. Please describe your proposed offering and its advantages over competing solutions, for example what would be the product and its unique selling points. Include information about competitor products you are aware of.  The Fund acknowledges that this information may not be readily available, especially for potential ‘game changing’ technologies, but does expect applicants to have given serious consideration to how the technology will be used, existing alternatives and competitor products, routes to market and an approximate estimation of the commercial opportunity. Applicants may request additional market research as part of the project if appropriate. You will need to demonstrate a genuine need for further market analysis at this stage, identify the key questions to be answered and how this additional information will make a difference to the commercial development of your technology.  **If appropriate, please provide details of companies or organisations that might be interested in collaborating on developing the technology further.**  Please provide details if this question is applicable to your project. |

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| **SECTION E – TECHNICAL DEVELOPMENT PLAN** |
| Please provide an overview of the work required to develop the technology to a stage where its commercial potential can be demonstrated. The technical development plan should be driven by meeting commercialisation needs. Please note that the Bridging Fund will not support fundamental research.  Please identify at least two technical milestones which can be used to assess the project’s progress.  Please provide a Gantt chart to illustrate the project plan.  (600 words max) |
| **Please provide an overview of the work required to develop the technology to a stage where its commercial potential can be demonstrated.The technical development plan should be driven by meeting commercialisation needs. Please note that the Bridging Fund will not support fundamental research.**  The Bridging Fund will support technical work required to develop a technology to a stage where its commercial potential or societal potential can be demonstrated. The Fund will not support fundamental research. Please provide an overview of your proposed technical development and how it links with your commercial strategy. Please highlight any technical challenges and how you intend to overcome them.  **Please identify at least two technical milestones which can be used to assess the project’s progress**  Please identify at least two technical milestones that will be achievable during the duration of the project and aupport the commercial development of your technology. Please include success criteria that can be used to ascertain whether the milestones have been met.  **Please provide a Gantt chart to illustrate the project plan.**  Please provide a Gantt chart to illustrate your overall project, including all the technical and commercial activities relevant to your proposal. |
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| **SECTION F – INTELLECTUAL PROPERTY (CONFIDENTIAL)** |
| Is the technology currently protected by formal intellectual property rights?  Are there any 3rd parties with rights to the intellectual property?  What is the scope for developing intellectual property in the future?  Is there “freedom to operate”, or are there any known patents or other restrictions that would impact on the development of the projectHow would such issues be addressed?  (400 words max) |
| **Is the technology currently protected by formal intellectual property rights (IPR)?**  Please provide details of any patent applications or other IPR protecting the technology.  **Are there any 3rd parties with rights to the intellectual property?**  Yes/No. If yes, please provide further details. This includes both background IPR and any agreed rights to the technology to be developed.  The Fund asserts no rights over the IPR arising from projects funded by the Bridging Fund but does expect transparency as to any rights assigned to, or claimed by, third parties. The Technology Transfer Office will need to confirm that any such arrangements are appropriate and comply with the relevant EU State Aid law.  **What is the scope for developing intellectual property in the future?**  Although filed patents are not a prerequisite for applying, applicants will need to demonstrate that they have a strategy for developing an intellectual property position. Applications must include a clear statement from the relevant Technology Transfer Office as to:   * The IPR status * The future IPR management strategy (recognising that the studies may subsequently inform and moderate the strategy). * The Fund is not able to support costs associated with protecting intellectual property.   **Is there “freedom to operate”** or are there any known patents or other restrictions that would impact on the development of the project?   **How would such issues be addressed?**  Please provide details. |
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| **SECTION G – COMMERCIALISATION STRATEGY (CONFIDENTIAL)** |
| Please provide an overview of how the technology will be commercialised or attract further support. Please describe how the Bridging Fund will add value to your commercialisation strategy and highlight your plans “post-Pathfinder”. Please identify a number of developmental phases and how each one might be funded and an approximate timeline. (600 words max) |
| **Please provide an overview of how the technology will be commercialised or attract further support.**  The Fund acknowledges the diverse ways that academic research can be commercialised and requests that applicants provide an overview of how their technology could be taken forward. If you have already identified or foresee specific challenges or rate limiting steps, please highlight your considerations.  **Please describe how the Bridging Fund will add value to your commercialisation strategy and highlight your plans “post-Pathfinder”. Please identify a number of developmental phases, how each one might be funded and an approximate timeline.**  The Fund is intended to provide a stepping-stone within the commercialisation process and applicants will need to demonstrate that their proposed project will increase the commercial attractiveness of the technology. Please put this in the context of your overall commercialisation strategy, highlighting your plans “post-Pathfinder” and identifying any major development phases, potential funding sources and estimated timelines. |
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| **SECTON H – JUSTIFICATION OF RESOURCE (CONFIDENTIAL)** |
| Please justify all costs requested in the application and an estimated start date.  Please detail any additional contributions from partners e.g. industry, charity, or other sources and how they will contribute to the project.  (300 words max.) |
| The fund operates a co-investment model and only supports directly incurred costs. Applicants can apply for funding up to £75k. In all cases, applications will need to justify all costs and demonstrate that their project offers value for money. Applications are expected to request the minimum funding necessary to enable the project to proceed as the fund is to support defined studies and not open‐ended research. Eligible costs include:  Staff Time (staff fully engaged on the project)   * Consumables * Travel * Market research * Subcontracted research services   Ineligible costs include:   * University overheads * Patent costs   Please note that the Fund expects applicants to use the most appropriate means to deliver the project in a timely manner. For some applications, the most constructive route will include the use of subcontractors to undertake routine testing or development activities, e.g. for drug discovery and development, the key steps might be large scale synthesis, further pharmacology, drug metabolism or toxicology studies that may be best conducted externally.  For medical devices, it is recognised that sub‐contractors with design excellence may be required. |
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| **SECTION I – CV** |
| Please append a brief CV of the Project Lead including details of all currently active research grants and recent publications. Each grant must be marked as sole applicant, lead or co-lead, or applicant (max one A4 page). |
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| **SECTION J – PROJECT MANAGEMENT (CONFIDENTIAL)** |
| Please provide details of how the project will be managed including details of how the applicant will ensure that the programme pursues the defined studies and that the technology remains aligned to market need. Please detail how the Technology Transfer Officer (TTO) will support the project and address any rate limiting steps.  (600 words max.) |
| Please provide details of how the project will be managed including detail of how you intend to ensure that the proposed work and milestones are achieved within the timescale and that the technology remains aligned to market need. Each project will be required to complete a quarterly financial claim along with a technical progress report. Please detail how the TTO will support the project. The Fund acknowledges that the competitive edge of technologies has a time component and funding may be withdrawn if the start date is delayed. Please identify any barriers that could delay the project (such as recruitment, procurement etc.) and detail how such issues will be addressed. |
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| **SECTION K – STAFF (CONFIDENTIAL)** |
| Please provide details of any post-doctoral researchers or other staff that are to be named within this application and why they are suitable for the role (300 words max.) Please note that named researchers may still have to apply for the post in accordance with relevant institutional policies. |
| Please provide details of project staff. |

**SECTION L – FINANCE**

Please note the Life Sciences Bridging Fund supports direct costs only. Please provide a brief breakdown of the costs associated with this project.

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| **a. Direct staff costs** | £ Please note that this does not include any University overheads. |
| **b. Equipment** | £ |
| **c. Consumables** | £ |
| **d. Other direct costs** | £ This includes for example travel costs, any outsourced work etc. This does not include any University overheads. |
| **Total University direct costs (a+b+c+d)** | £ |
| **Contribution sought from the Life Sciences Bridging Fund** | £ |
| **e. Financial contribution of collaborating partner** | £ |
| **Total overall project costs (a+b+c+d+e)** | £ |

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| **Contribution sought from the Bridging Fund** | £ |

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| **Partner Contribution (Optional – there is no obligation to secure additional funding)**  **Please provide details of any in-kind or cash contributions being provided by an external partner or other collaborating body. If applicable, please explain why such collaboration is appropriate at this stage of the development and how such collaborations will benefit the project. Include details of any rights assigned to the partner. (400 words max.)** |
| There is no obligation to have a partner but neither is this precluded (as long as the terms and conditions for any commercial partner support are fair and reasonable). The Fund acknowledges that collaborating with an industrial partner or other organisation can, in some circumstances, be an important route for commercialising academic research, especially if the partner brings intellectual support in addition to any funding. The Bridging Fund is aware of many studies of this type that can be aided by further support from other grant funding bodies, e.g. Medical Research Charities. Again, this is neither obligatory nor a precluding factor (if, as with a commercial partner, provided the terms and conditions of support are equitable). The ability to secure additional contributions from an external partner does not form part of the appraisal criteria per-se but may help justify the market need and commercial potential. |

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| **Endorsement** | |
| Name of Project Lead |  |
| * I confirm that I wish to apply for a Life Sciences Bridging Fund proof-of-concept project and that the information given in this application and any accompanying material is accurate to the best of my knowledge. I also acknowledge that all awarded projects will be required to provide a quarterly progress report detailing the progress of the project as well as any outputs. I will comply with all reasonable requests from the Life Sciences Bridging Fund for such information. I give my consent to the Welsh Government to share all data within this application and any supplementary data provided with the Scientific Advisory Board and the Life Sciences Hub Wales Limited. | |
| Signature of Project Lead |  |
| Date |  |
|  | |
| Technology Transfer Officer’s Name |  |
| * I fully support this application. * I confirm that the project meets the Bridging Fund eligibility criteria and will be run in accordance with the State Aid requirements set out in the Bridging Fund guidance notes. | |
|  |  |
| Signature of Technology Transfer Officer |  |
| Date |  |