

## IBCarb BBSRC NIBB Proof of Concept Funding - Guidelines

### General Background Information

IBCarb Proof of Concept funds (~£140,000) are available to support projects that focus on strategic areas of **glycobiotechnology** and can be used to work up project ideas for further applications to RCUK, Horizon 2020, and other funding bodies, or to set up strategic collaborations with industry and public partners. We will consider applications in each of our themes; **Tools**; **Renewables** (materials, chemical and energy); **Food**; **Health**; and, **Societal Impact** that align with the BBSRC Industrial Biotechnology agenda (<http://www.bbsrc.ac.uk/funding/grants/priorities/ibb-industrial-biotechnology/>).

Projects should:

1. Be £20,000 at 100% FEC (i.e. £16,000 at 80% FEC) maximum value;
2. Be no more than six months in duration;
3. Commence no later than January 2018;
4. Have strong industry/public support and steerage
5. Align with the BBSRC Industrial Biotechnology agenda – *see more here:* (<http://www.bbsrc.ac.uk/funding/grants/priorities/ibb-industrial-biotechnology/>)
6. Follow BBSRC funding rules (*see Eligibility & Criteria below*)

### IBCarb objectives

IBCarb will establish the UK as the partner of choice for glycobiotechnology. Our objectives are to:

- Form a network of glycoscientists from academia and industry
- Develop genomic, systems and synthetic biology tools
- Establish and refine the key glycoscience challenges in IBBE
- Engage with stakeholders from industry, academia, public bodies and society at large
- Expand the glycoscience grant portfolio and secure additional funding from RCUK and the EU
- Interact with other BBSRC NIBB
- Shape UK and EU policy

### Eligibility and Criteria

- Applicants must be academic members of IBCarb BBSRC NIBB and it is expected that you have attended an IBCarb event.
- The work must be relevant to the objectives of IBCarb BBSRC NIBB and in particular Industrial Biotechnology. (see [www.ibcarb.com](http://www.ibcarb.com))
- Eligibility criteria are in line with those required for BBSRC responsive mode funding.
- Funding should go to the academic partners, but up to 20% of the project value can be subcontracted to industry to buy a service or to an SME to facilitate involvement. (Note State Aid rules will apply here - see <https://www.gov.uk/state-aid>)

## Evaluation and Award

- All applications will be checked by the IBCarb Network Manager to ensure they fulfill the eligibility criteria above and have the required information. Feedback will be given to applicants who do not meet these requirements and they will have the opportunity to rectify and resubmit their proposal.
- Projects will be assessed and awarded by the IBCarb management team. Independent review will be sought if sufficient expertise is not available within the IBCarb management team.
- Proposals will be evaluated using a three-point scoring system (red-amber-green) on the following criteria, with a minimum of 'amber' required for all five categories:
  - quality of the applicant (20%)
  - quality of the project (40%)
  - alignment with the objectives of IBCarb (10%)
  - value for money (10%)
  - alignment and collaboration with industry or public (20%)

## Data Protection and Confidentiality

Proposals will be made available to the assessors from within the IBCarb management team for the purpose of proposal review, award, payment and monitoring. Non-confidential award details will be made available on the IBCarb website ([www.ibcarb.com](http://www.ibcarb.com)) and as funding comes from BBSRC may also be made available on their website. All proposals will be kept confidential until awarded.

## Conflict of Interest

The IBCarb Network Manager will ensure proposals where conflict of interest arise are dealt with appropriately with the assistance of the IBCarb Director. In cases where the applicant is the IBCarb Director or from the IBCarb Director's institution (The University of Manchester) suitable nominations from within the Executive Committee or Steering Committee will be sought from the IBCarb Co-Director.

## Payment of Awards

Awards will be paid in arrears on successful completion of project reports. Awards will be paid at FEC 80% up to 3 months in arrears by the BBSRC to the University of Manchester who will then transfer the funds to the institution where the project is based. The institution receiving the award is responsible for the remaining FEC 20%.

## Monitoring and Reporting of Successful Projects

A reporting schedule will be agreed at the outset of the project based on the project plan included in the proposal and will depend on the length of the project. The IBCarb management team will monitor and sign off final project reports. Successful projects will be listed on the IBCarb website ([www.ibcarb.com](http://www.ibcarb.com)). Successful applicants may also be invited to present at future IBCarb events.

## IBCarb BBSRC NIBB Proof of Concept Funding - Application form

Please ensure you complete all sections and **do not exceed one page** for each section 1-4. Applications should be sent as a word document to [claire.doherty@manchester.ac.uk](mailto:claire.doherty@manchester.ac.uk)

### 1. General Information

- 1.1. Project Title
- 1.2. Details of principal academic investigator (*please provide full contact details*)
- 1.3. Details of any Industrial/Public partner (*please provide full contact details*)
- 1.4. Statement of NIBB membership (*include details of attendance at any events*)
- 1.5. IBCarb objectives addressed by the proposal - *please tick*
  - Form a network of glycoscientists from academia and industry
  - Develop genomic, systems and synthetic biology tools
  - Establish and refine the key glycoscience challenges in IBBE
  - Engage with stakeholders from industry, academia, public bodies and society at large
  - Expand the glycoscience grant portfolio and secure additional funding from RCUK and the EU
  - Interact with other BBSRC NIBB
  - Shape UK and EU policy
- 1.6. Projected start date and period of award
- 1.7. Please address the following points:
  - Does the project raise any ethical or social issues? If yes, please specify.
  - Does the project involve use of animals? If yes, please specify.

### 2. Gateway Question: Scope

Industrial Biotechnology (IB) is a set of cross-disciplinary technologies that use biological resources for producing and processing materials and chemicals for non-food applications. These resources can be derived from the tissues, enzymes and genes of plants, algae, marine life, fungi and micro-organisms. Please identify how your proposal aligns with Industrial Biotechnology. This is not scored but will allow assessors to confirm your proposal is in remit.

### 3. Project Summary and Plan

Describe the project and plan including objectives and anticipated outcomes e.g. benefits to partners, support for future funding applications etc. that highlight the IB relevance of the proposed work. The plan should include timescales, milestones and deliverables.

### 4. Financial Details

- 4.1. Complete table detailing funding requested. Note equipment purchase costs are ineligible.
- 4.2. Please detail any industrial contributions
- 4.3. Justification of resources

### 5. Appendix:

Please attach the following:

- Short CV up to 2 pages including relevant publications (applicant PI only)
- Letters of support from industrial/public partners, providing details of support and matching funding (cash or in kind), if relevant

**Finance table**

	Fund heading	Total Cost @ 100% FEC	Requested Funding @ 80% FEC
Directly Incurred	Staff		
	Travel & Subsistence		
	Other Costs		
Directly Allocated	Investigators		
	Estate Costs		
	Other Directly Allocated		
Indirect Costs	Indirect Costs		
	TOTAL		

Awards will be paid at FEC 80%. The institution receiving the award is responsible for the remaining 20%. Note equipment purchase costs are ineligible.