

KE Seed Fund

CALL FOR PROPOSALS

Deadline : 14Sep15



Introduction

1. The KE Seed Fund is an internal grant scheme for KE (knowledge exchange) projects. Researchers, departments, sub-departments and centres/units, research facilitators, Business managers, and KE professionals are invited to apply for grants for KE.
2. The Fund is part of the University's HEFCE HEIF award, subject to the aims of HEIF: to 'support and develop a broad range of knowledge-based interactions between universities and the wider world, which result in economic and social benefit to the UK.'
3. The Fund will be used in accordance with the University's HEIF Strategy¹ and Strategic Plan.²
4. Potential KE activities are many and varied. Ideas include, but are by no means limited to:
 - a. **Innovative** marketing and communication of research impacts
 - b. Meetings to develop co-ordinated bids for external funding, for projects involving external partners
 - c. Engagements with knowledge generation and R&D through crowdsourcing
 - d. Market assessment as part of a commercial opportunity
 - e. Workshops/seminars and networking events with industry, the 3rd sector and/or public policy makers exploring key issues arising during or from research

Innovative KE projects, beyond the suggestions above, are very welcome. A list of awards made is provided [here](#).

Compatible and similar alternative Funding sources

5. External funding sources

Applications for KE Seed Funds can often be strengthened through partnerships with external parties, matched funding, leverage, and potential to attract external funding to develop impacts and partnerships. All these aspects could be assisted through compatible **external** funding opportunities as listed and outlined in the [Knowledge Exchange/Public and Industry Engagement Schemes](#) page.
6. Internal funding sources

See [Knowledge Exchange & Impact internal funding opportunities](#)
7. **ISIS University Proof of Concept and Seed Funds**: University Challenge Seed Fund (UCSF) ; Oxford Invention Fund (OIF) ; Proof of Concept Fund.

Details

8. Value for money is sought. Cohesive aims and activities, realistically planned and budgeted, are favoured. Grants are typically expected to be up to £2,500. This is a guide rather than budgetary target.
9. Isis Innovation must be consulted on any proposals involving IP that may be commercially

¹ <http://www.hefce.ac.uk/kess/heif/strategies/>

² *The Strategic Plan*: <http://www.ox.ac.uk/about/organisation/strategic-plan> . Extract from paragraph 3: "This Plan...sets a high-level agenda for the University. We have shaped the Plan to meet the following aspirations:

- a. To develop our capacity to generate and share knowledge in the UK, Europe, and globally, ensuring significant contributions to public policy-making and economic growth.
- b. To work effectively with other institutions and organisations, where such partnerships can lead to outstanding research and teaching.
- f. To contribute effectively to the cultural, social, and economic life of the city of Oxford and the Oxfordshire region."

exploitable by the University.

10. Review by Research Services is not required for grant costing for this scheme.
11. The Fund can only be used for Direct Costs (i.e. no indirect costs/overhead).
12. Gathered fields will be used for assessment, this deadline being 14Sep15. Cases may exceptionally be considered for expedited decision if there is unavoidable urgency (e.g. new, time-limited dependent external matched funds).
13. A University cost centre is needed to host an award (e.g. College based activities can occur, but funds must be managed through a Faculty/Dept/unit, rather than directly through Colleges.)

Reporting requirements

14. Summary details of awards made may be published: Title of Project, Applicant's name, award total, and a summary description of the project.
15. Grant recipients will be expected to submit a brief final report on their projects. Intermittent brief progress reports may also be requested to assist effective and timely progress.
16. The University may ask recipients to help share with other colleagues their experiences in enhancing knowledge exchange and impact.

Application Process

17. Email the completed application form to matthew.smart@admin.ox.ac.uk, with email Subject line: "KE Seed Fund Application", **copied to** your department/unit's appropriate research application approval authority contact (e.g. Head of Department, Faculty Chair, or senior Administrator).
18. Please seek endorsement of your Head of Department (or equivalent approval authority) prior to submitting the application. Clarification of endorsement may be sought.

Selection criteria

- Aims, outcomes and benefits, including realistic plans, and feasibility.
- Enterprise engagement: private enterprise (industry/business engagement) and/or public enterprise (government, authorities, third sector, policy makers/actors, NGOs, etc.). Activities which could start strong engagements, or consolidate existing relationships, particularly with the potential to yield sustained active partnerships.
- Economic and social benefit to the UK.
- Financial sense, such as:
 - Value for money.
 - Investment potential, e.g. as pump-priming, fund matches, and co-funding with external partners.
 - Deference to other related funding sources, and to alternative ways of achieving aims, outcomes and benefits.
- Potential for the activities to serve as exemplars for other researchers exploring ways to maximise the impact of their research, and develop new approaches to KE.
- Potential for impact cases for University returns, such as the Research Excellence Framework (REF) and HE-BCI reporting.

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Enquiries about the scheme (e.g. eligibility, activities and projects, costing, contacts and partners) are welcome, to help ensure applications are strong and suited to this Fund.