Logo, company name

Description automatically generated****

**ESRC Impact Acceleration Account**

**Application Form 2019/2023**

All applicants should consult the Leeds ESRC IAA guidance notes prior to completing this form.

**Maximum total page limit = 10 Pages**

|  |  |  |  |
| --- | --- | --- | --- |
| Activity Strand | Responsive Mode | Knowledge Exchange Fellowships | Rapid Action Fund |
| Please select one |  | Inward  Outward |  |

|  |  |
| --- | --- |
| Relevant ESRC Discipline |  |

Please refer to Appendix 2 of the Leeds ESRC IAA guidance notes

|  |  |  |
| --- | --- | --- |
| Lead Applicant Name/Job Title |  |  |
| Faculty/School |  |  |
| Contact Details | Email: | Tel: |
| Faculty Research and Innovation Manager |  | |
| Contact Details | Email: | Tel |
| Partner Company / External Organisation: Business Name and Address |  |  |
| Contact Details | Email: | Tel: |

|  |  |  |  |
| --- | --- | --- | --- |
| Project Title |  | | |
| Proposed Start Date |  | End Date |  |
| Total amount of IAA funding requested | £    Do you wish for your application to align with other UoL IAA schemes? (e.g EPSRC IAA) If so please detail below: | | |
| Have you previously received internal funding for a related project? |  | | |
| Are you currently submitting this proposal to other internal/external funders? If yes, please provide details. |  | | |

1. Project Background

Background/Research Profile

|  |
| --- |
| Provide a brief summary (maximum 200 words) of the background research that underpins this application, indicating how this relates to the remit of ESRC.  If the application is related to ESRC-funded research, please provide grant number and award value |
|  |

1. Public Overview

|  |
| --- |
| Provide a short non-confidential plain English summary of the project/placement (maximum 200 words)  Please explain how the project will generate economic and or societal impact.  **This will be placed on the LSSI website/communications if the application is successful.** |
|  |

1. Relationship with External Partner Organisation(s)

|  |
| --- |
| Provide a brief overview (maximum 200 words) of the company/external partner and outline the University’s current relationship with them. (See Guidance Notes). |
|  |

1. Work plan

|  |
| --- |
| Provide a detailed work plan clearly highlighting the key objectives, milestones and timelines that have been agreed with the company/external partner and their expected date of achievement.  Applicants must demonstrate those objectives and milestones are SMART (See Guidance Notes).  (maximum 1 page) |
|  |

1. Will this project require ethical approval?

* Yes
* No
* Not yet

Please provide details:

1. Intellectual Property (only complete if relevant)

|  |
| --- |
| If applicable, summarise university and/or company background IP that will be required and the arrangements for any IP that may arise as a result of this project.  **NOTE: The Contracts Team in Research & Innovation Service will provide detailed advice and commercial terms for any agreement relating to access to and subsequent exploitation of IP.** |
|  |

1. Anticipated Outputs, Outcomes and Impacts (maximum 1 page)

Please refer to the KPIs listed in Appendix 3 of the Leeds ESRC IAA Guidelines

**Please be advised that quantitative or qualitative measures can be detailed below, at application stage we know not all anticipated outputs, outcomes and impacts will be known but please detail what you potentially anticipate.**

|  |  |
| --- | --- |
| **Anticipated outputs**  (e.g. events, activities, resources, products or assets that the project/placement intends to produce) |  |
| **Anticipated outcomes**  (e.g. benefits to stakeholder, citizen, organisation, applicant as a result of the project/placement) |  |
| **Anticipated impacts**  (e.g. changes to organisations, behaviours, practice, policy that is intended as a result from the project/placement) |  |
| **Benefits for the external partner** |  |
| **Benefits for the University** |  |
| **How do you plan to evidence the anticipated outcomes/impacts** |  |

1. Follow-on plans

|  |
| --- |
| Provide details of follow-on plans for the further development of the project and partnership.  (maximum 200 words) |
|  |

1. Project Finances
   1. Breakdown of Project Costs

|  |
| --- |
| Provide full financial details of the project/secondment, including salary costs, travel and subsistence costs, additional consumables and, any other fees associated with the project/secondment.   * **Please refer to the IAA guidance for details on eligible costs.** * **Please complete costings for this application in consultation with your Faculty Research & Innovation Office, ensure that you engage with them for costings early on in the process and at least two weeks prior to the call deadline.** |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | 2021/22 (£)  April – March | | | 2022/23 (£)  April – March | | | Project Total (£) | | |
|  | IAA | Other | Total | IAA | Other | Total | IAA | Other | Total |
| Staff costs (DI only) |  |  |  |  |  |  |  |  |  |
| Travel & subsistence |  |  |  |  |  |  |  |  |  |
| Events/meetings |  |  |  |  |  |  |  |  |  |
| Consumables |  |  |  |  |  |  |  |  |  |
| Other |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  |  |  |  |  |  |  |

* 1. Financial Overview

|  |  |  |  |
| --- | --- | --- | --- |
| Source / year | 2021/22 (£) | 2022/23 (£) | Total (£) |
| Internal – IAA Total requested |  |  |  |
| Internal – (e.g. Faculty – PI time should be included here) |  |  |  |
| External Partner – Cash |  |  |  |
| External Partner – In-kind |  |  |  |
| Total Value of project |  |  |  |

* 1. Financial Overview

|  |
| --- |
| Provide a justification of all resources that are being requested from the ESRC IAA. (Max 200 words.)   * The recruitment of new members of staff must be disclosed. * **If you have requested IAA funding over £15k please provide a case for the exceptionality of the proposal and the significant reach and scale of the impact to justify the cost.**   Please note that proposals over £15k will be reviewed but not necessarily granted at the full costs requested. |
|  |

* 1. Company/External Partner Contribution

|  |
| --- |
| Give brief details of the resources the external partner will contribute to the project (e.g. cash or in-kind contributions such an non-academic staff time, use of meeting rooms)  A letter of support from the external partner(s) also detailing this level of contribution must be submitted alongside this application. |
|  |

1. Application: Submission and Approval

|  |  |  |  |
| --- | --- | --- | --- |
|  | Signature | Name | Date |
| Lead Academic/PI |  |  |  |
| Head of School |  |  |  |
| Second Head of School  (If your application includes a substantial contribution (over £10k) from a School other than your own please include the HoS here) |  |  |  |
| Faculty Research Manager |  |  |  |
| Faculty HR Manager (for inward secondments only) |  |  |  |

To submit an application, please email a signed electronic copy of the completed application form to Cheryl Harris: <C.A.Harris@leeds.ac.uk> prior to the IAA deadline date.