**STRATEGIC INNOVATION FUND APPLICATION FORM**

 *(Max. length is 5 sides of A4 for the completed form)*

*NOTE: Title of Project, Applicant’s name, award total, a description of the project, and a project report focussed on outcomes, may be published*

1. **Contacts and Funding Details**

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| PROJECT TITLE: (Max 50 words)  |  |
| **Department/Faculty/Unit/Division** |  |
| **TIME SCALE** | **Start Date**  | **End Date** |
| **Lead Contact Details** | **Name:** |  |
| **Role/Job Title:** |  |
| **Email Address:** |  |
| **Lead Academic**  | **Name**  |  |
| **Email Address** |  |
| **Partner/Co-Funding Organisations** **(if relevant)** |  |
| **Partner contacts (If appropriate)** |  |
| **Project Cost*****(Please break these down if appropriate)*** | Hiring (Consultants) |  | Total |  |
| Training- to acquire skills related to project development e.g. economic evaluation  |  |
| Enabling works  |  |
| Piloting/Pre-planning requirements etc. |  |
| Other e.g. Staff costs, travel, subsistence, (please justify these in the form)…  |  |  |  |

## Project Summary (500 – 800 words)

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| Section Notes (please also read the guidance notes). The SIF intends to support the development of innovative or creative project concepts into investable proposals suitable for presenting to external funders. It is important to distinguish the objectives and outputs of this application (or the SIF project), from those of the project concept you ultimately seeks to develop. This section is about the ultimate project or the “post-SIF investable proposal.”Using non-technical language, please briefly explain the overall project concept. You can include things like: * The project concept/background (i.e. the post-SIF project you plan to finally present to external funders)
* The wider objectives of that externally fundable project
* The strategic importance of the project to the University and beyond (also see strategic alignment below).
* The innovation or commercialisation potential of that wider project (please note that the innovation or commercialisation potential are core aspects of this fund).
* The anticipated or potential outputs/outcomes, if “post-SIF external funding” were to be achieved.
* Any relevant timeframes to the wider project delivery
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| **Please outline the summary of your project here (500 words).**  |

## Objectives of the SIF project (300 words Max)

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| This section is about the project you are asking to be funded by the SIF. Please provide a brief summary of the project, and specify : * The objectives of the SIF project (rather than the wider one)

Please check that your objectives are Specific, Measurable, Achievable, Realistic and Time-bound (SMART).  |
| **Please list the objectives of the SIF project here (300 words).**  |

## Rationale (300 words Max)

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| Please outline the rationale for applying to the SIF here (300 words).  |
| **Section Notes (please also read the guidance notes).This section is about the SIF project, or the activities that are to be funded by the SIF.**Please briefly explain the rationale for your application to the SIF. You could include things like: * A narrative of how your project meets the strategic objectives of the SIF funding (refer to the criteria in the section below).
* The reasons your project needs SIF funding
* How will SIF funds be used to move the project concept into an investable proposal?
* Who are the ultimate target funders and how can the SIF help the project to meet their requirements?
* Are there specific areas that the project is failing to meet in relation to what the funders want? And how could those be met by this funding.
* You can also cite examples of the barriers you are facing in accessing funding due to these barriers.
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## Strategic Alignment (300 words Max)

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| Section Notes (Please also refer to the general guidance notes) This section is about the SIF project and how it fits the strategic priorities of the University, including the relevant Departments and Divisions), or the regional and national agendas. The SIF intends to support projects which are well aligned to the University’s strategic priorities around innovation, creativity, and commercialisation, including its approach to the key areas of delivery identified in its [Knowledge Exchange Strategy](Knowledge%20Exchange%20Strategy)  i.e. *Business and economy, Society and Region and Place*. It also intends to support projects that are aligned to regional strategies and national policy priorities. These include: the Oxfordshire [Local Industrial Strategy](https://www.oxfordshirelep.com/lis) (LIS), the Oxford to Cambridge Arc, the levelling up agenda, and the green economy. Please comment on how your project could contribute to any of these strategic areas of work. You can make specific reference to: * Priorities within relevant university strategies or policies (e.g. the university innovation strategy, the Knowledge Exchange Strategy, the University’s strategic plan etc.).
* Specific objectives contained in any relevant national or place-based strategies and priorities

Some of the strategies, plans, policies and priorities that may be relevant to this section can be found here: * [The University Strategic Plan](https://www.ox.ac.uk/about/organisation/strategic-plan-2018-23)
* [Oxford Policy Engagement Network 21-24](https://www.ox.ac.uk/sites/files/oxford/media_wysiwyg/OPEN%20Strategy%2C%202021-2024_1.pdf)
* [The Knowledge Exchange Framework narrative](https://kef.ac.uk/data/10007774)
* [The Knowledge Exchange Framework](https://www.ox.ac.uk/research/knowledge-exchange-framework-kef)
* The [Local Industrial Strategy](https://www.oxfordshirelep.com/lis)
* [Oxford to Cambridge Arc growth plans](https://www.gov.uk/government/publications/planning-for-sustainable-growth-in-the-oxford-cambridge-arc-spatial-framework)
* [The Oxford Cambridge Prospectus](http://arcuniversities.co.uk/wp-content/uploads/2020/10/Oxford-CambridgeArcProspectus_ExecutiveSummary.pdf)
* [The Governments levelling up agenda](https://www.gov.uk/government/collections/new-levelling-up-and-community-investments)
* [University Environmental Sustainability Strategy](https://sustainability.admin.ox.ac.uk/environmental-sustainability-strategy)

Projects may also have the potential to contribute to strategic regional goals around infrastructure or skills and they may enable greater connectivity and accessibility especially across key growth locations |
| **Please describe how your project fits the strategic objectives of the SIF here. (300 words).**  |

## Anticipated Outputs

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| **This section is about the outputs that you expect from the SIF project.**  |
| **Output** | **Number of units****If relevant** | **Timescale** | **Commentary/explanation** |
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## Any other relevant information

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| Please outline what, if any, additional support is required.  |
| Any other relevant information that you wish the Panel to be aware of or to consider in support of your application. You can also list any risks that you think may affect the project. |