**SAIC FUNDING: Application Form**

# **1** **Project details**

|  |  |
| --- | --- |
| Project title |   |
| Lead industry partner |   |
| Lead academic partner |   |
| Other partners |   |
| Proposed start date |   |
| Project duration |   |
| Total project cost |   |
| SAIC grant requested |   |

### **For SAIC use only:**

|  |  |
| --- | --- |
| SAIC reference number |   |
| Approved start date |   |
| Contracted end date  |   |
| Signature of completion |   |
| Date of completion  |   |

##

## **1.1 Eligibility**

To be eligible for the funding, projects must:

* Have at least one industry partner, with a registered office in Scotland
* Involve at least one Scottish Higher Education Institution
* Be match-funded by the commercial partners (combination of cash/in-kind)
* Seek to address one or several challenges within finfish health, welfare and survivability, in the face of a changing climate and other emerging challenges.

## **1.2 Key contacts**

### LEAD INDUSTRY PARTNER

|  |  |
| --- | --- |
| Applicant name |   |
| Organisation  |   |
| Contact address |   |
| Email |   |
| Telephone/mobile |   |

### LEAD ACADEMIC PARTNER

|  |  |
| --- | --- |
| Applicant name |   |
| Institute/organisation |   |
| Contact address |   |
| Email |   |
| Telephone/mobile |   |

### OTHER PARTNERS (add as necessary)

|  |  |
| --- | --- |
| Key contact  |   |
| Organisation  |   |
| Contact address |   |
| Email |   |
| Telephone/mobile |   |

# **2** **Project summary**

In 500 words or less, please provide a public-facing overview of your project, including:

* project objectives
* description of the innovation
* relevance to finfish health, welfare and survivability, as outlined in point 1.1.

|  |  |
| --- | --- |
| Project overview in 500 words:   |   |

*PLEASE NOTE: If your funding application is successful, this summary will be made available in the public domain. It must not contain reference to any confidential information.*

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# **3** **Commercial need** (weighting 20%)

In 500 words or less, please outline the commercial need for the proposed project, including:

* What is innovative about this project commercially?
* What is the potential of this project versus technologies or services that already exist?
* Evidence of industry demand
* Value to industry

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| Commercial need in 500 words:    |

# **4 Project objectives and proposed methodology** (weighting 30%)

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## **4.1 Technology Readiness Level (TRL)**

In 50 words or less, please outline the Technology Readiness Level of the project at the outset, and the target end-of-project TRL:

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## **4.2 Project objectives and methodology**

In 1,000 words or less, please outline the project objectives and methodology to deliver the project, including:

* Detailed breakdown of the activities involved in each work package
* Methodology to deliver each work package and the wider project

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| Project objectives and methodology in 1,000 words:         |

## **4.3 Project team and management**

In 500 words or less, please outline:

* The role and contribution of each partner within the consortium
* Whether the partners have the skills and experience to deliver the objectives
* How the project will be managed and how the partners will collaborate

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| Project team and management in 500 words: |

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## **4.4 Project plan**

Please complete the project plan table, including:

* Work package names
* Deliverables and milestones
* Partner responsible
* Start date and duration - collaboration agreement to be completed and work to commence by 16th September with work complete by 30th November 2025.
* Final report to be complete and returned by 23rd January 2026.
* Predecessors (milestones or deliverables that must be achieved to allow the work package to start)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| WP Nr. | WP Name | Deliverables/ Milestones | Partner Responsible | Start Date | Duration | Predecessors |
| 1 |   |   |   |   |   |   |
| 2 |   |   |   |   |   |   |
| 3 |   |   |   |   |   |   |
| 4 |   |   |   |   |   |   |
| 5 |   |   |   |   |   |   |

Please also provide a Gantt chart that clearly shows the duration and sequence of the work packages and key activities, and any inter-dependencies between them. *The timing of concluding the projects is a critical component of the decision to award funding, and slippage cannot be accommodated due to the conditions of this particular funding.*

# **5** **Science and innovation excellence** (weighting 25%)

In 500 words or less, please outline the innovative nature of the proposed project, including:

* What is innovative about this project technically?
* Value to industry, scientists and stakeholders
* Knowledge of similar research previously undertaken or currently underway

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| Science and innovation excellence in 500 words:   |

**6** **Knowledge exchange** (weighting 10%)

In 500 words or less, please outline the opportunities for collaboration and knowledge exchange during and after the project:

* How industry, scientists and stakeholders will benefit from knowledge arising from the project
* What opportunities exist for knowledge exchange within the lifetime of the project?
* How the outcomes will be shared
* How any intellectual property will be shared

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| Knowledge exchange in 500 words:    |

**7** **Expected outputs and impacts** (weighting 10%)

|  |  |  |
| --- | --- | --- |
| **Anticipated project outputs**            | Number of new or improved products developed with/for a business in Scotland, targeted at improving fish health, welfare and survivability |   |
| Number of new or improved processes with/for a business in Scotland, targeted at improving fish health, welfare and survivability  |   |
| Number of new or improved services developed with/for a business in Scotland, targeted at improving fish health, welfare and survivability  |   |
| Number of new or improved business models with/for a business in Scotland, targeted at improving fish health, welfare and survivability  |   |
| Number of new or improved deliveries of a public service in Scotland, targeted at improving fish health, welfare and survivability |   |
| **Anticipated financial impact** | Existing turnover safeguarded by business in Scotland?(i.e. innovation improves efficiency)  |   |
| New turnover generated by a business in Scotland from new products, processes, services and business models developed by this proposal (five years)? (i.e. innovation creates novel business) |   |
| **Anticipated employment impact** | Estimated number of existing jobs safeguarded as a result of this project? (i.e. employees who are directly engaged with this activity, not entire company headcount)  |   |
| Number of new jobs generated by business in Scotland (five years)  |   |
| **Anticipated studentships** | How many MSc studentships could be included in this project? |   |
| How many PhD studentships could be included in this project? |   |

In 500 words or less, please explain how the project outcomes could have a wider impact on the sector/industry.

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| --- |
| Outputs and impacts in 500 words:   |

# **8** **Ethics and risk management** (weighting 5%)

## **8.1 Ethics**

Are there any ethical considerations (listing standard codes of practice/license/laws) that need to be outlined? (Please note, you may be asked to submit a self-assessment describing how you intend to address these issues. Any documents required under national law, including Home Office licensing, should be documented here.)

|  |  |
| --- | --- |
|   | **Mark with an X** |
| Yes |   |
| No  |   |
| **If yes, please provide details** |
|     |

## **8.2 Risks**

Please conduct a risk analysis of your project proposal in an Excel table to be submitted alongside this form (see screenshot of the relevant table below).

*The SAIC project team (**projects@sustainableaquaculture.com**) will supply this template on request.*

The analysis firstly identifies risks to the success of the project and its personnel (columns a:c); these are given a score for likelihood and impact to the project (columns d:e). The sheet will calculate the factor or rating plus a colour showing the severity of the risk (column f; Green-Red).

A decision must be made by the project manager regarding how to deal with this risk (columns g:h), and the risk can then be rerated for likelihood and impact (columns i:k). In the last column, the project manager must decide which organisation/team should oversee this risk or mitigation management. In projects of a longer duration, it is best practice to review this list and consider any emerging risks to the project.

**9** **Budget**

Please fill in the Excel spreadsheet to be submitted alongside this application form, showing in detail the cost of each activity or resource. (If you are VAT registered, please exclude VAT from these figures.)

*The SAIC project team (**projects@sustainableaquaculture.com**) will supply this template on request.*

Completed application forms, including the two Excel spreadsheets detailing risk analysis and project budget, should be emailed to projects@sustainableaquaculture.com by **19 June 2024**.

PLEASE NOTE: Payment of awarded grant shall be made in three instalments (45%, 45%, 10%) at intervals that will be agreed at the point of the grant award.