





Innovate UK Biomedical Catalyst Early Stage Award Application Process for a Company/University Collaboration

Date in Round 8	Stage	Description	Responsibility
January 21st 2015	Registration	Registration deadline	Company
January 28th 2015	Expression of interest	Submission deadline for EOI application form	Company/University
February 20th 2015	Expression of interest	Decision	Innovate UK
February 27th 2015	Expression of interest	Feedback	Innovate UK
March 25th 2015	Full application	Submission deadline for full application package	Company/University
April 27th 2015	Full application	Decision	Innovate UK
May 7th 2015	Full application	Feedback	Innovate UK
May 14th 2015	Interview	Submission deadline for response to reviewer's feedback	Company/University
May 25th 2015	Interview	Submission deadline for slides and list of interview attendees	Company/University
June 3rd 2015	Interview	Presentation day	Company/University
June 30th 2015	Interview	Decision	Innovate UK

Workplan

Stage	Description	Company responsibilities	University responsibilities
Registration	Register to receive unique username and password for secure upload facility.	Register via Innovate UK website	None
Expression of interest	<p>Application form (12 pages)</p> <p>Application details, project summary, scope, public funding, academic collaborators, finance summary table</p> <p>Assessed questions :</p> <ol style="list-style-type: none"> 1. Healthcare need (20pts) 2. Innovation (20pts) 3. Underpinning science (20pts) 4. Project plan and team (10pts) 5. Project costs and outputs (10pts) 6. Commercial potential and exploitation (10pts) <p>Alignment with programme (10pts)</p>	<p>Complete and submit application form</p> <p>Sign off CDA and MOU (recommended)</p>	<p>Provide contact details</p> <p>Project plan for University work</p> <p>Total University share of cost per year (Innovate UK will fund 80% FEC for University)</p> <p>Sign off CDA and MOU (recommended)</p>
Full application	<p>Application form (25 pages)</p> <p>Application details, project summary, scope, public funding, academic collaborators, finance summary table, lay summary</p> <p>Assessed section 1: Business Proposition and Project Details (10 pts each)</p> <ol style="list-style-type: none"> 1. Healthcare need 2. Scientific evidence 3. Innovation 4. Project plan 5. Freedom to operate 6. Exploitation 7. Risks and risk management 8. Team 	Complete and submit application form	Contribute to application form

	Assessed section 2: Funding and Added Value (10 pts each) 9. Justification of resources 10. Value add by Innovate UK		
Full application	Appendix A (Up to 2 sides A4): Scientific or technical figures to support Q2	Prepare and submit appendix	Contribute to appendix
Full application	Appendix B (Up to 2 sides A4): Gantt chart to support Q4	Prepare and submit appendix	Contribute to appendix
Full application	Appendix C (Up to 2 sides A4): Additional information about project plan to support Q4	Prepare and submit appendix	Contribute to appendix
Full application	Academic partner finance form	Submit academic partner finance form and attachments	PDF of completed Je-S “Standard Proposal” submission to TSB CR+D showing status “With Council” Innovate UK Academic partner finance form (Excel) populated with output from Je-S and summarising project costs Justification of resources (1 page) Pathways to impact (2 pages)
Full application	Industry finance form	Complete and submit finance form	None
Interview	Response to feedback (3 sides of A4)	Complete and submit response	Contribute to response
Interview	Slides for presentation (Maximum 10 slides, 10 minutes)	Complete and submit slides	Contribute to slides
Interview	Presentation and interview	Attend, present and answer questions	Attend (3 total attendees allowed), present and answer questions if requested
Post-award	New project workshop	Attend	Attend if required
Post-award	Collaboration agreement	Sign off	Sign off