**University of Essex: Enterprise Project Fund Application Form**

The Enterprise Project Fund (EPF) can be used towards covering the costs of supporting engagement with potential clients and partners, and facilitates the commercial development and application of our research and expertise outside the university. This includes commercialisation activity such as proof of concept, market analysis/market research and prototype development. These types of activity can be useful for developing your commercialisation project further and understanding the needs of existing markets. This funding is available to academics and/or technicians conducting knowledge exchange activities.

Each application will be reviewed by an internal funding panel.

• A maximum of £2,000\* is available under the **Engage** strand.

• A maximum of £8,000\* is available under the **Develop** strand.

• A maximum of £35,000\* is available under the **Commercialise** strand.

*\*Including VAT*

Please refer to the guidance notes and contact your Knowledge Exchange Manager at the earliest opportunity if you intend to submit an application.

**Eligibility**

* + A member of academic or technical staff at the University of Essex

**YOUR DETAILS**

|  |  |
| --- | --- |
| **Academic name** |  |
| **Title** |  |
| **Email address** |  |
| **Phone** |  |
| **Department/s** |  |
| **Knowledge Exchange Manager** | Choose an item. |

**PROJECT DETAILS**

|  |  |
| --- | --- |
| **Project Strand** | Choose an item. |
| **Project Title**  (Max 10 words) |  |
| **1a) What product, service or research output are you developing for commercial application?** |  |
| **1b)** **Description of research background and commercialisation potential** **relevant to this application** (max 200 words) |  |
| **1c) What (if any) investigations into this product/service/ research have you already undertaken?** |  |
| **1d) Have you applied for other funding to support this activity? (***please detail all internal and external grants***).** |  |
| **1d) Which external organisations are involved already? OR Which external organisations are you trying to engage with?** |  |
| **2) What are the desired outcomes from applying for this funding?** |  |
| **3) Project Plan** (please append a Gantt chart using the template provided)  Please include:   * A timeline * Costs/budget * People involved * Details of workshops or sandpit events * Key deliverables of the project/activity |  |
| **4) What steps will you take to measure the success and ensure the sustainability of your project both during and after EPF funding?** |  |
| **5) Please provide details of the market and any potential routes for commercialisation** |  |
| **6) Proposed Start/Finish dates** | Click or tap to enter a date./Click or tap to enter a date. |
| **Declaration** | I, the undersigned, have read and agree to the Terms as stated in the Enterprise Project Fund guidance notes and understand that non-compliance may result in the withdrawal of funds. |
| **Signature** |  |
| **Print Name** |  |
| **Date** | Click or tap to enter a date. |

**FOR REO USE ONLY**

|  |  |
| --- | --- |
| **Project approved by:** |  |
| **Project decision date:** | Click or tap to enter a date. |
| **Total EPF funding awarded (£):** |  |
| **Date applicant notified:** | Click or tap to enter a date. |