Enterprise Project Fund – Guidance Notes

The Enterprise Project Fund is an internal knowledge exchange funding scheme for our academic staff. It provides funding to support engagement with potential clients and partners, and facilitates the commercial development and application of our research and expertise outside the university.

**What it funds**
A package of activities which will encourage new knowledge exchange collaborations, leverage external funding and commercial development of Essex research and expertise. It supports the commercialisation of our research outputs, expertise and services including proof of concept work, protecting and exploiting IP and taking new innovations to market.

**Eligible costs**
Eligible costs for the Enterprise Project Fund include Research Assistant salaries, costs related to engagement with partners & stakeholders including events and workshops, travel costs, training and development event costs, equipment and consumables costs and intellectual property development, protection & exploitation costs.

It does not fund research, buyout of teaching, attendance at academic conferences, the costs associated with publishing a journal article and the commercialisation of IP not owned by the university.

**Example activities**
- Finding a partner organisation/enterprise to match your expertise to
- Development of new knowledge exchange leads & opportunities via meetings and workshops
- Market research
- Attendance at industry-specific events
- Assessing the market for your research expertise as a product or service
- Testing the viability of your idea in practice
- Technical design, coding, wire-framing & prototyping of a new product or service
- Developing potential new intellectual property and expertise
- Protecting and exploiting IP
- Developing new, non-accredited CPD, short course or executive education training programmes for external organisations

**How much funding is available**
- A maximum of £1,000 (including VAT) is available under the Enterprise Project Fund Engage strand of knowledge exchange funding.
- A maximum of £6,000 (including VAT) is available under the Enterprise Project Fund Develop strand of knowledge exchange funding.
- A maximum of £35,000 (including VAT) is available under the Enterprise Project Fund Commercialise strand of knowledge exchange funding.

All project funding must be spent by **30 June 2023**.

**How to apply**
Contact your Knowledge Exchange Manager who will help you scope the project’s suitability and knowledge exchange outcomes.

Faculty of Arts & Humanities:
- Stephanie Humphries – Digital, Creative & Cultural
Faculty of Science & Health
- Nikki Pockett – HSC, Life Sciences, Psychology, SRES
- Anna Christodoulou – CSEE, Maths

Faculty of Social Sciences
- Dr Dorian Hayes
- Ville Karhusaari – Essex Business School

Any queries and requests for indicative costs should be directed to your Knowledge Exchange Manager.

Assessment criteria
Applications will be assessed against the following criteria:

- Is this Knowledge Exchange (KE) or Research?
- Is there a clear route to commercialisation or implementation of this KE activity?
- Can the work be carried out within the timescale?
- Are the deliverables achievable?
- Is there potential to leverage further access to the markets from this project?
- Are new partnerships with external organisations likely be developed?
- Is there potential to attract further funding on this topic?