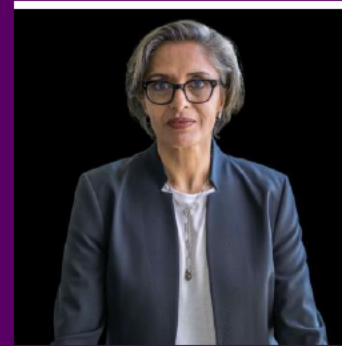


The Innovate UK Unlocking Potential Award

13 September
Assessor Briefing



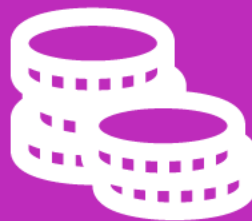
INNOVATE UK AWARD WINNERS

What is the Innovate UK Unlocking Potential Award?



Building on our EDI programmes

The Innovate UK Unlocking Potential Award builds on our previous Women in Innovation and Young Innovators programmes



Funding innovative ideas

This is an opportunity for innovators from diverse backgrounds located in all parts of the UK to secure funding



Widening the door

We're inviting innovators with great ideas to engage with us at key stages on the business journey



Supporting diverse groups of founders

Aimed at sole founders, the support provided includes growth and development, peer-to-peer support, and role modelling

Who is the Innovate UK Unlocking Potential Award for?

For the purpose of this competition, Innovate UK considers the following groups of people as underrepresented in the innovation ecosystem:

- disabled, including and not limited to mental health conditions, learning disabilities, neurodiversity and physical disabilities
- ethnic minority groups
- LGBTQIA+
- non-binary and all marginalised genders
- people with primary caring responsibilities
- people from low socioeconomic backgrounds
- people from non-traditional educational routes into innovation
- women
- younger (aged 18 to 30) and older (aged 60+) people



❖ Applicants can identify with one or more of the underrepresented groups to be eligible.

What are the Innovate UK Unlocking Potential Award strands?



Unlocking Potential

is composed of TWO strands;
applicants can only apply for ONE



Begin

- A £5,000 grant
- A £10,000 living allowance
- Tailored business support



Build

- A £50,000 grant
- Tailored business support

Role Modelling: Pledge to paying it forward and inspiring future innovators

Begin



Begin - Eligibility

To be eligible, applicants must:

- be a sole applicant
- identify with a community that is currently considered by Innovate UK as underrepresented in the innovation ecosystem
- be a UK resident, carry out all project work in the UK, and exploit the results from or in the UK
- aged 18 and above on the date of competition close
- be able to commit on average 15 hours per week to working on your funded project
- not have received any Innovate UK funding before



Begin - Scope

We are looking to fund a diverse range of innovators with great business ideas who have the potential to become leaders in innovation and successful entrepreneurs.

Their proposal must:

- address a problem
- be innovative
- be significantly better than what is currently on offer, including from existing businesses

The innovative ideas can be either:

- ready to be developed into a new business
- within an existing early-stage business

We expect to see a wide range of business types, sectors and ideas for products, processes, services.



Application Questions: **Begin**

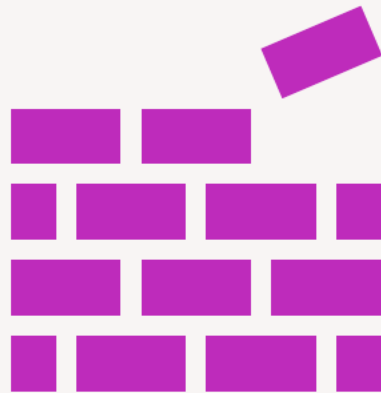
Unscored Questions:

1. Applicant location
2. Minimal Financial Assistance declaration
3. Registered Business
4. Underrepresentation in innovation
5. Time commitment
6. Project costs
7. Previous funding
8. Previous support
9. Additional support

	Scored Question	Appendix	Word Limit	Percentage
10	Your potential to be a leader and role model to inspire others and promote EDI in Innovation – video	No	10	30%
11	What is your value proposition?	No	300	17.5%
12	Your plan for the Award	No	500	17.5%
13	What difference will this award make to you personally and your business idea?	No	500	17.5%
14	Risks	Yes – 1 optional	300	17.5%



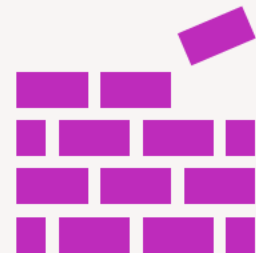
Build



Build - Eligibility

To be eligible, applicants must:

- be a sole applicant
- identify with a community that is currently considered by Innovate UK as underrepresented in the innovation ecosystem
- be a founder, co-founder or senior decision maker within a UK registered micro, small or medium business (SME) which has been active for at least 12 months by the competition closing date
- be a UK resident, carry out all project work in the UK, and exploit the results from or in the UK
- be aged 18 and above on the date of competition close



Build - Scope

We are looking to fund and support a **diverse portfolio of award holders**:

- who will be relatable role models and inspire others into innovation
- from regions across the UK
- working in a variety of innovation areas
- who are most likely to benefit from the package of support on offer

Their proposal must identify **clearly evidenced pressing societal, environmental and/or economic challenge(s)**, and how the project and innovation can help solve them.

Applications can come from **any area of innovation** (where innovation is defined as the commercially successful exploitation of ideas) and be applied to any part of the economy.



Application Questions: Build

- Unscored Questions:**
1. Applicant location
 2. Minimal Financial Assistance declaration
 3. Underrepresentation in innovation
 4. Project costs
 5. Previous support
 6. Additional support

	Scored Question	Appendix	Word Limit	Percentage
7	Your potential to be a leader and role model to inspire others and promote EDI in Innovation – video	No	10	25%
8	Need or challenge	No	600	15%
9	Your business opportunity	No	600	15%
10	Plan for the award	Yes – 1 mandatory and 1 optional	600	15%
11	Your vision for your business and timeliness of the award	Yes – 1 optional	600	15%
12	Equality, Diversity and Inclusion	No	600	15%



Who do we want to fund?

For this pilot competition, we are targeting communities which are currently underrepresented in the innovation ecosystem. We want you to look for innovators:

- ✓ with exciting innovative ideas..
 - driving positive economic, environmental and societal change
 - even if their application is not perfectly written
 - who others may consider a risky investment
- ✓ who have the potential to be great role models
- ✓ who will benefit from the full package of support
- ✓ where this award will make a huge impact and there is significant added value to them as an individual and their business or business idea



[Redacted text block]

[Redacted text block]

[Redacted text block]

- [Redacted list item]
- [Redacted list item]
- [Redacted list item]
- [Redacted list item]
- [Redacted list item]

[Redacted text block]

[Redacted text block]



Assessing Rates

The rates for assessing an application for each strand of the competition are below.

Innovate UK Unlocking Potential Award 2023: Begin (1658)

- [REDACTED]
- 3 assessors on each application

Innovate UK Unlocking Potential Award 2023: Build (1657)

- [REDACTED]
- 3 assessors on each application

If you would like more information on any of the competitions or would like to discuss any concerns with an application or your feedback, contact the [REDACTED]: [REDACTED]



Reasonable Adjustments

- ✓ We are on a mission to embed Equality, Diversity, and Inclusion in everything we do, internally and externally.
- ✓ We believe that great ideas can, and do, come from anyone and everyone.
- ✓ We know that diversity and inclusion in businesses contributes to enhanced innovation, satisfaction, performance, and ultimately, commercial success.

What does this mean for Assessors?

This competition is targeting underrepresented groups and we want to see them in the funding portfolio.

Applicants who have had reasonable adjustments may have differences in their application (i.e. their video or appendices).

It is vital that you minimise any bias and show **no** differences in the way you score these.



Video Question:

Their potential to be a leader and role model to inspire others and promote EDI in Innovation

For both **Begin** and **Build**, there is a video submission question. Applicants will provide a YouTube link (and any passwords) as the answer to the question.

- If you are unable to access this link, please score this as zero and comment that you were unable to access the video. Before making this decision, we ask if you could make every effort to try and access the video and **inform the Assessment team of any issues**. Some applicants may provide a password within their responses for you to use.
- Videos should only be 3 minutes long and if you come across a video which is longer than 3 minutes, we would ask you to watch the video for 3 minutes and score on what has been provided during that 3 minutes and put a comment in your feedback that their video was too long. This does **not** apply if it has been extended due to reasonable adjustments (i.e. to accommodate a stutter).



Video Question Scoring

Their potential to be a leader and role model to inspire others and promote EDI in Innovation

It is essential that you only score and comment on the content of the video according to the scoring criteria provided.

- It is **not** acceptable to score or provide any feedback based on the applicants' appearance, choice of video background, the way they sound (i.e. accent or disability), or their levels of eye contact.
- Do **not** question or comment on the applicants eligibility based on their appearance in the video.
- Do **not** quote any personal information that the applicant provided in the video within the feedback you write, for example “**as a black woman..**”.



Video Question Scoring

Applicants who have had reasonable adjustments may have differences in their application. It is vital that you show **no** differences in the way you score these.

[Redacted]

- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]

[Redacted]



Recognising bias

The Equality Act 2010 is in place to prevent discrimination, and so it is important that we recognise bias that can result in discrimination and negative experiences for people.

This is particularly important during the assessment process.

- We all have biases; it is not wrong in itself to have biases.
- Unconscious bias is far more prevalent than conscious prejudice and often incompatible with conscious values.
- We often have bias blind spots where we are unaware of our biases.
- Unconscious bias can lead to subtle behaviours that ultimately result in discrimination and exclusion.
- It is important to take action to manage any bias.





Minimising bias

Challenge yourself and do not assume that your decisions will be objective:

- Question your initial reactions, interpretations and judgements, to avoid jumping to decisions.
- Take time to reflect on your scores and assess their fairness.
- Focus on being fair and maintaining consistency.
- Follow the scoring criteria.





Microaggressions

Microaggression is a statement, action, or incident regarded as an instance of indirect, subtle, or unintentional discrimination against members of a marginalised group such as a racial or ethnic minority.

[Redacted text]

- [Redacted text]

- [Redacted text]

[Redacted text]

[Redacted text]

[Redacted text]

[Redacted text]

[Redacted text]

[Redacted text]

If you are unsure, you should consider whether you would give this response to every applicant.



Protected Characteristics

Age	Disability	Ethnicity
Gender Reassignment	Marriage and Civil Partnership	Pregnancy and Maternity
Religion	Sex and Gender	Sexuality

- It is **not** acceptable to score or provide any feedback based on any of the above in reference to the applicant.
- We recommend that you use gender neutral pronouns in your feedback, for example “**they**” or “**their**”. This will avoid assumptions of the applicants gender.
- It is essential that you only score and comment on the content of the answer according to the scoring criteria provided; personal details should **not** influence your scores or feedback.

Assessing your applications

Feedback is provided to all applicants using the comments provided by assessors and individual scores may be released under the Freedom of Information Act.

- **Please ensure that you provide constructive feedback for every question in the application.**
Do not be afraid of the extremes if you believe that the application warrants the score; 1 is the lowest score and 10 is the highest score possible per criteria.
- Ensure you are fair and equitable in your scoring. If you think that your scoring has changed during your assessments for the competition, go back and briefly review your initial assessments to ensure consistency.
- Remember to stay anonymous. Do not refer to specific companies, people, projects or anything which might identify you or other projects.

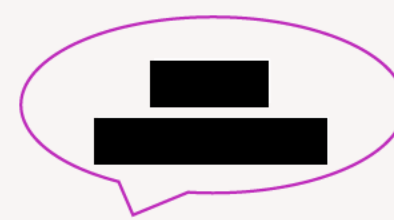
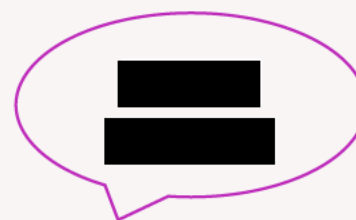


Constructive feedback

Constructive feedback addresses areas in need of improvement, giving the applicants the opportunity for improvement:

- be specific with your feedback
- comment on things which can be actioned upon
- give recommendations on how to improve
- do not make assumptions

Put yourself in the shoes of the applicant and imagine you had submitted an application.
How would the feedback below help in developing your application?



How to approach grammar and spelling

Be aware of unconscious bias with spelling and grammar errors and how this could impact the way you score questions.

- Is a comment on spelling and grammar in feedback necessary?
- Will it benefit the applicant?

In some instances, a lack of clarity in the application could lead to an assessor not fully understanding the project; ensure your feedback is constructive not just critical.



Feedback Tips

Do:



- ✓ Back-up your scores, write at adequate length
- ✓ Highlight any points that need further clarification
- ✓ Describe the strengths and weaknesses
- ✓ Double check any matters-of-fact you quote
- ✓ Give clear, precise feedback
- ✓ Check your spelling, keep the language professional
- ✓ Refer to Innovate UK, not IUK

Don't:



- ✗ Paste in sections of the scoring matrix
- ✗ Cut and paste the same feedback into different applications
- ✗ Cut and paste the feedback into the wrong application
- ✗ Give single word feedback or give ambiguous, vague feedback
- ✗ Ask questions
- ✗ Write in the first person
- ✗ Use exclamation marks or use capital letters for emphasis

Further Information

If you would like more information on the Innovate UK Unlocking Potential Award please see the below resources:

- [Redacted]
- [Redacted]
- [Redacted]
- [Programme Webpage](#)
- [Applicant Support Session Recordings](#)
- Watch our [Debunking Stereotypes](#) video

[Redacted]

[Redacted]

[Redacted]





Accessing your assessments on the Innovation Funding Service (IFS)



Data security

- Your scores should reflect your personal expert views against the criteria laid down in the guidance notes
- You should not share this, or any other information with others and your scoring must be done independently
- Please take care to ensure data security at all times
- Please do not search for named applicants on LinkedIn or follow-on links in the applications as you may identify yourself as an assessor

It is vital that the process of assessment is respected, endorsed and seen to be both fair and of value.
The functioning of Innovate UK competitions are entirely dependent on the project evaluations performed by **individual independent experts**

Assessor Dashboard

You will receive an email notifying you to review the applications you have been allocated

- Log in to your account
- Select the competition title

We expect your skills to be kept up-to-date and in line with new and emerging technologies in your area of expertise.

You must reflect any changes in your skills to be updated in your assessor dashboard and evidenced in your CV.

Getting started

- View the brief before you begin your assessment
- Click the link to review each application in your assessor dashboard and then accept or reject them
- Only accept applications you are qualified to assess
- Applications' must be accepted by [REDACTED]
- You could be reallocated further applications if required

If you are allocated any applications you do not feel qualified to assess on, please reject them in IFS and notify us as soon as possible, so we can reallocate them to another assessor.

View the brief before accepting applications

Sustainable living models for the future

Competition:
Sustainable living models for the future

Innovation Lead:
[REDACTED]

Accept applications deadline:
12:00pm Thursday 12 January 2068

Submit applications deadline:
12:00pm Saturday 28 January 2068

[View competition brief \(opens in a new window\)](#)

Applications for assessment (4)

[REDACTED]	Pending	Accept or reject
[REDACTED]	Pending	Accept or reject
[REDACTED]	Pending	Accept or reject
[REDACTED]	In progress	

Viewing applications

- All the information you need to review the application is contained within each question heading
- You will be able to see a breakdown of finances

Assessment overview

Project details

These sections give important background information on the project. They do not need scoring however you do need to mark the scope.

<u>Application details</u>	No score required
<u>Project summary</u>	No score required
<u>Public description</u>	No score required
<u>Scope</u>	

Application questions

Each question should be given a score out of 10. Written feedback should also be given.

<u>1. Business opportunity</u>	Score 6 / 10	✓ Complete
<u>2. Potential market</u>	Score 7 / 10	✓ Complete
<u>3. Project exploitation</u>		
<u>4. Economic benefit</u>		

Conflicts of interest

If you are aware of, or think you may have, a conflict of interest which may impact on your ability to assess you can email to ask for advice or reject your own assessments on IFS.

Direct Conflict - Cannot assess in the competition	Indirect conflict - Can assess in the competition, but not applications with a conflict
You have been directly involved in the writing of the proposal.	You previously worked for an organisation or individual named in the application and no longer benefit financially.
You are part of the project or feel in any way that you are not able to independently and objectively assess an application.	You work for or with the company but have no knowledge, involvement, or do not stand to benefit financially or personally from the funding outcome of the application.
You benefit or could benefit financially from either scoring the application well or scoring it poorly.(for example hold shares in company listed in the application)	You have a close association with an individual involved in the application who has a financial interest.
You could benefit professionally or personally (for example you are a member of a particular specialist professional body where your status or reputation may be strengthened by scoring well or poorly.)	You have a close association with an individual involved in the application who has a personal or professional interest.

Rejecting applications

▼ Unable to assess this application?

If you have discovered a conflict of interest or are unable to review this assessment, you can return this application to Innovate UK

Please select a reason for rejecting the competition

Select a reason ▼

Use this space to provide more information

Words remaining: 100

Reject

You must review all applications allocated to you and reject any you are unable to assess on by:

Select a reason from the dropdown menu

Please select a reason for rejecting the competition

Please enter a reason.

Select a reason ▼

Select a reason

Conflict of interest

Not my area of expertise

Too many assessments

Competition eligibility criteria and funding rules



Eligibility criteria: Begin

Project eligibility	<ul style="list-style-type: none">✓ be a sole applicant✓ identify with a community that is currently considered by Innovate UK as underrepresented in the innovation ecosystem✓ be a UK resident, carry out all project work in the UK and exploit the results from or in the UK✓ be aged 18 and above on the date of competition close✓ must not have received any Innovate UK funding
Dates	<ul style="list-style-type: none">✓ start on 1 December 2023✓ end by 30 November 2024
Requirements of the award	<ul style="list-style-type: none">✓ attend events including Development Sessions✓ be able to commit on average 15 hours per week to working on your funded project
Total grant	✓ of £5,000
Living Allowance	✓ of £10,000
Project length	✓ 12 months

Eligibility criteria: Build

Project eligibility	<ul style="list-style-type: none">✓ be a sole applicant✓ identify with a community that is currently considered by Innovate UK as underrepresented in the innovation ecosystem✓ be a founder, co-founder or senior decision maker within a UK registered micro, small or medium business (SME) which has been active for at least 12 months by the competition closing date✓ be a UK resident, carry out all project work in the UK and exploit the results from or in the UK✓ be aged 18 and above on the date of competition close
Dates	<ul style="list-style-type: none">✓ start on 1 December 2023✓ end by 30 November 2024
Requirements of the award	<ul style="list-style-type: none">✓ attend events including Development Sessions✓ be able to commit on average 15 hours per week to working on your funded project
Total grant	✓ of £50,000
Project length	✓ 12 months

Previously submitted applications

This competition **does allow** applicants to submit a previously submitted application

Previously submitted application	Not a Previously submitted application
<p>A previously submitted application is an application Innovate UK judges as not materially different from one you have submitted before</p> <p>(but it can be updated based on the assessors' feedback)</p>	<p>A brand-new application, project or idea that you have not previously submitted into an Innovate UK competition</p> <p>OR</p> <p>A previously submitted or ineligible application which:</p> <ul style="list-style-type: none">✓ has been updated based on assessor feedback✓ and is materially different from the application submitted before✓ and fits with the scope of this competition

Competition questions and assessment process



Project Details

- **Application Team** - details of all organisation in the application including Equality, Diversity and Inclusion survey
- **Application Details** - title, timescales, Innovation Area & previously submitted application
- **Subsidy basis** - where in the UK are the applying organisations based?
- **Project Summary** - short summary and objectives of the project including what is innovative about it
- **Public Description** - description of the project which will be published if it is successful
- **Scope** - if the project is not in scope, it will be ineligible for funding

Scope

- Yes or No answer
- Requires feedback comments for either response – please justify why
- Guidance is provided
- The Innovation lead has the over-riding decision
- You must **NOT** mark an application out of scope if it marked as the wrong research category

Scope

Please indicate whether this application is in scope for this competition.

How does your project align with the scope of this competition?

This is the applicant response from Test One for Scope.

Please select the research category for this project

Industrial research ▼

Is this application in scope?

☒ Yes ☐ No

Feedback

Please justify your answer by writing 2 or 3 sentences which will be returned to the applicant as feedback.

▼ [Guidance for assessing scope](#)

You should still assess this application even if you think that it is not in scope. Your answer should be based upon the following:

Yes The application contains the following: Is the consortia business led? Are there two or more partners to the collaboration? Does it meet the scope of the competition as defined in the competition brief?

No One or more of the above requirements have not been satisfied.

Application Questions: Begin

Unscored questions

	Question	Appendix
1	Applicant location (not scored)	No
2	Minimal Financial Assistance declaration (not scored)	Yes - mandatory
3	Registered Business (not scored)	No
4	Underrepresentation in innovation (not scored)	No
5	Time commitment (not scored)	No
6	Project costs (not scored)	No
7	Previous funding (not scored)	No
8	Previous support (not scored)	No
9	Additional support (not scored)	No

Detailed guidance available on IFS

Application Questions: Begin

Scored questions

	Question	Appendix
10	Your potential to be a leader and role model to inspire others and promote EDI in Innovation – video pitch (scored)	No
11	What is your value proposition? (scored)	No
12	Your plan for the Award (scored)	No
13	What difference will this award make to you personally and your business idea? (scored)	Yes – optional
14	Risks (scored)	Yes – optional

Detailed guidance available on IFS

Application Questions: Build

Unscored questions

	Question	Appendix
1	Applicant location (not scored)	No
2	Minimal Financial Assistance declaration (not scored)	Yes – mandatory
3	Underrepresentation in innovation (not scored)	No
4	Project costs (not scored)	No
5	Previous support (not scored)	No
6	Additional support (not scored)	No

Detailed guidance available on IFS

Application Questions: Build

Scored questions

	Question	Appendix
7	Your potential to be a leader and role model to inspire others and promote EDI in Innovation– video pitch (scored)	No
8	Need or challenge (scored)	No
9	Your business opportunity (scored)	No
10	Plan for the award (scored)	Yes – mandatory*
11	Your vision for your business and timeliness of the award (scored)	Yes – optional
12	Equality, Diversity and Inclusion (scored)	No

Detailed guidance available on IFS

Questions

- Check what each question is scored out of as these can vary
- Use the scoring guidance provided for each question, before scoring and providing your feedback comments.
- Don't be afraid to use extremes if you believe the application warrants the score.

Business opportunity

Please review the answer provided and score the answer out of 10 points.

1. What is the business opportunity that your project addresses?

Question score

6 / 10

Feedback

Please justify your score by writing 2 or 3 sentences which will be returned to the applicant as feedback.

▼ Guidance for assessing business opportunity

Your score should be based upon the following:

- | | |
|---------|--|
| 9 to 10 | The applicants have a very clear understanding of the business opportunity and the problems that must be overcome to enable successful exploitation. The project is well aligned with these needs. |
| 7 to 8 | The applicants have a good idea of the potential market and opportunities. The needs of the customer are central to the project's objectives. |
| 5 to 6 | The business opportunity is plausible but not clearly expressed in terms of customer needs. |
| 3 to 4 | The business opportunity is unrealistic or poorly defined. The customer's true needs are not well understood and are not linked to the project's objectives. |
| 1 to 2 | There is little or no business drive to the project. The results are not relevant to the target customers or no customer interests are provided. |

Words remaining: 100

Viewing the Applicant Questions

- When you click in the application a link in the top right hand side of your page should state “View Competition Brief”
- Right click on this link and click “open brief in new window”

Connected digital additive manufacturing

Competition:
Connected digital additive manufacturing

Innovation Lead:
[REDACTED]

Accept applications deadline:
12:00pm Monday 10 April 2017

Submit applications deadline:
12:00pm Tuesday 11 April 2017

View competition brief (opens in a new window).

- Open link in new tab
- Open link in new window
- Open link in incognito window
- Save link as...
- Copy link address
- Inspect

Applications for assessment (2)

[REDACTED]			In progress
<input type="checkbox"/>	[REDACTED]	[REDACTED]	Assessed

Funding competition

Connected digital additive manufacturing

Innovate UK is investing up to £15 million in innovation projects to stimulate the new products and services of tomorrow

Competition opens: Tuesday 15 March 2016

Competition closes: Monday 3 April 2017 9:00am

⚠ This competition is now closed.

Start new application

Summary

Eligibility

Scope

Dates

How to apply

Supporting information

Description

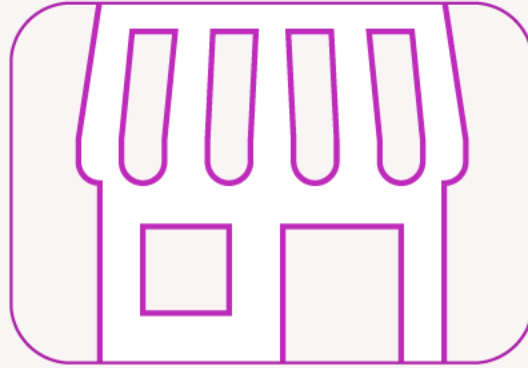
Innovate UK is investing up to £15 million in innovation projects to stimulate the new products and services of tomorrow. The aim of this competition is to help businesses innovate to find new revenue sources. Proposals should show how to achieve a step change in business growth, productivity and export opportunities for at least one UK small and medium-sized enterprise (SME). We expect projects to range from total costs of £35,000 to £2 million. Projects should last between 6 months and 3 years. There are 2 options to apply into this competition, dependent on project size and length, these are referred to as streams. Stream 1 is for projects under 12 months duration and under £100,000. Stream 2 is for projects lasting longer than 12 months or costing over £100,000.

- Click on the “How to apply section”
- Scroll down to section 2 “application questions”
- We suggest you have the two windows open side by side when assessing an application

Project cost categories



Labour



Overheads



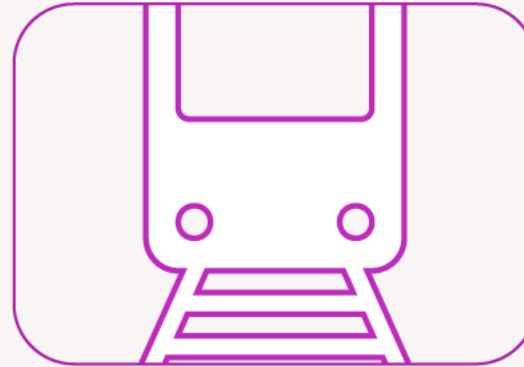
Materials



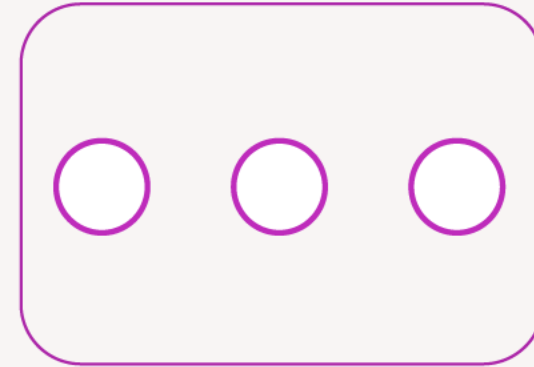
Equipment
Usage



Subcontractors



Travel &
Subsistence



Other

Finance Summary Table

Funding

Finances summary

	Total costs	% Grant	Funding sought	Other public sector funding	Contribution to project
Total					

Project cost breakdown

	Total	Labour	Overhead costs	Materials	Capital usage	Subcontracting costs	Travel and subsistence	Other costs
Total								

Accessing more detailed information

Funding

Finances summary

	Total costs	% Grant	Funding sought (£)	Other public sector funding (£)	Contribution to project (£)
Total					

Project cost breakdown

	Total	Labour (£)	Overhead costs (£)	Materials (£)	Capital usage (£)	Subcontracting costs (£)	Travel and subsistence (£)	Other costs (£)
View finances								
Total								

Click “View finances” to see the cost categories

Detailed financial breakdown

Finances

Finances overview

Project duration	Total costs	% Grant	Funding sought (£)	Other public sector funding (£)	Contribution to project (£)

Detailed finances

Labour	
Overhead costs	
Materials	
Capital usage	
Subcontracting costs	
Travel and subsistence	
Other costs	
Total project costs	

Finances					
[Redacted]					
Finances overview					
Project duration	Total costs	% Grant	Funding sought (£)	Other public sector funding (£)	Contribution to project (£)
[Redacted]					
Detailed finances					
[Redacted]					

Click the + to see a more detailed financial breakdown per cost category

Funding recommendations

Do you believe this application is suitable for funding?

- Yes or No answer
- Your funding decision should be focussed on the aims of the competition
- You should consider:
 - is the project innovative
 - does the project demonstrate good value for money and the need for public funding
 - can the project be successfully delivered and exploited

We expect your scores and feedback provided on an application to support your funding decision.

Do you believe that this application is suitable for funding?

Your feedback

Please explain your decision with a few sentences. This feedback will be sent to the applicant.

It is important to note: if a technology is already in existence but has been repurposed to be used in a different way or has undergone considerable development this could be deemed acceptable for funding.

Want to bring something to our attention?

Do you have any other comments about this application? Your comments here will only be shared with Innovate UK. (Optional)

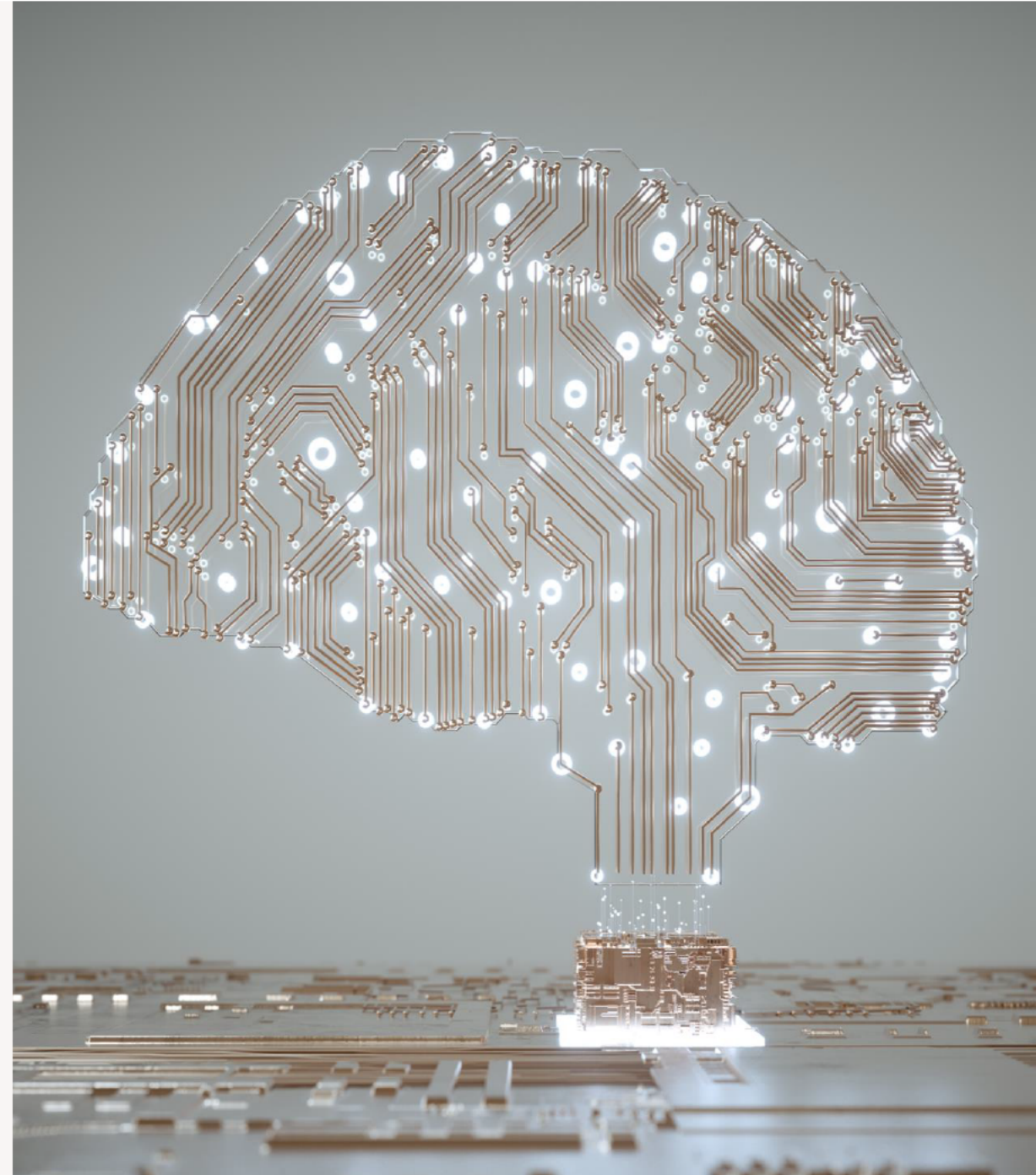


Is there something you want to highlight to us about an application?

This can include:

- Concerns over aspects of the project
- The projects alignment to the competition scope or chosen research category
- Potential duplicate application
- The comments you provide here are for internal use only but can be released under the Freedom of Information Act if requested.
- Make sure you follow-up any comments in an email to [REDACTED] stating the application number and project title in the subject line. Stating the competition name, and a clear description of your concern in your email. We may follow this up with a call.

How to score and provide feedback



Your invite to assess

By accepting your invitation to assess you are confirming that:

- you will attend the whole assessor Q&A webinar
- you are available to assess during the assessment period
- you will submit all assessments allocated to you before the assessment deadline
- this competition is in your area of expertise
- you will confirm your declaration of interest (DOI) is up to date on your assessor profile in the Innovation Funding Service (IFS)
- you will confirm you do not have a direct conflict of interest with any proposals you are allocated to assess,
- you have no intention of applying into this competition yourself
- you have not supported anyone on putting a proposal together
- you can confirm that any organisation you hold shares in has not applied into this competition
- you will reject any proposals that you cannot assess on by [REDACTED]

Good examples

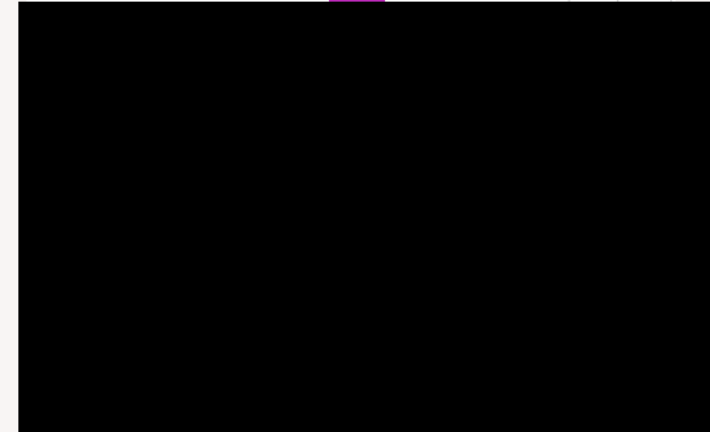
Score 3	<div></div> <div></div> <div></div>
Score 8	<div></div> <div>.</div>
Score 9	<div></div> <div></div> <div>.</div>
Score 10	<div></div> <div></div>

Write at length. Advise what improvements could be made to their proposal

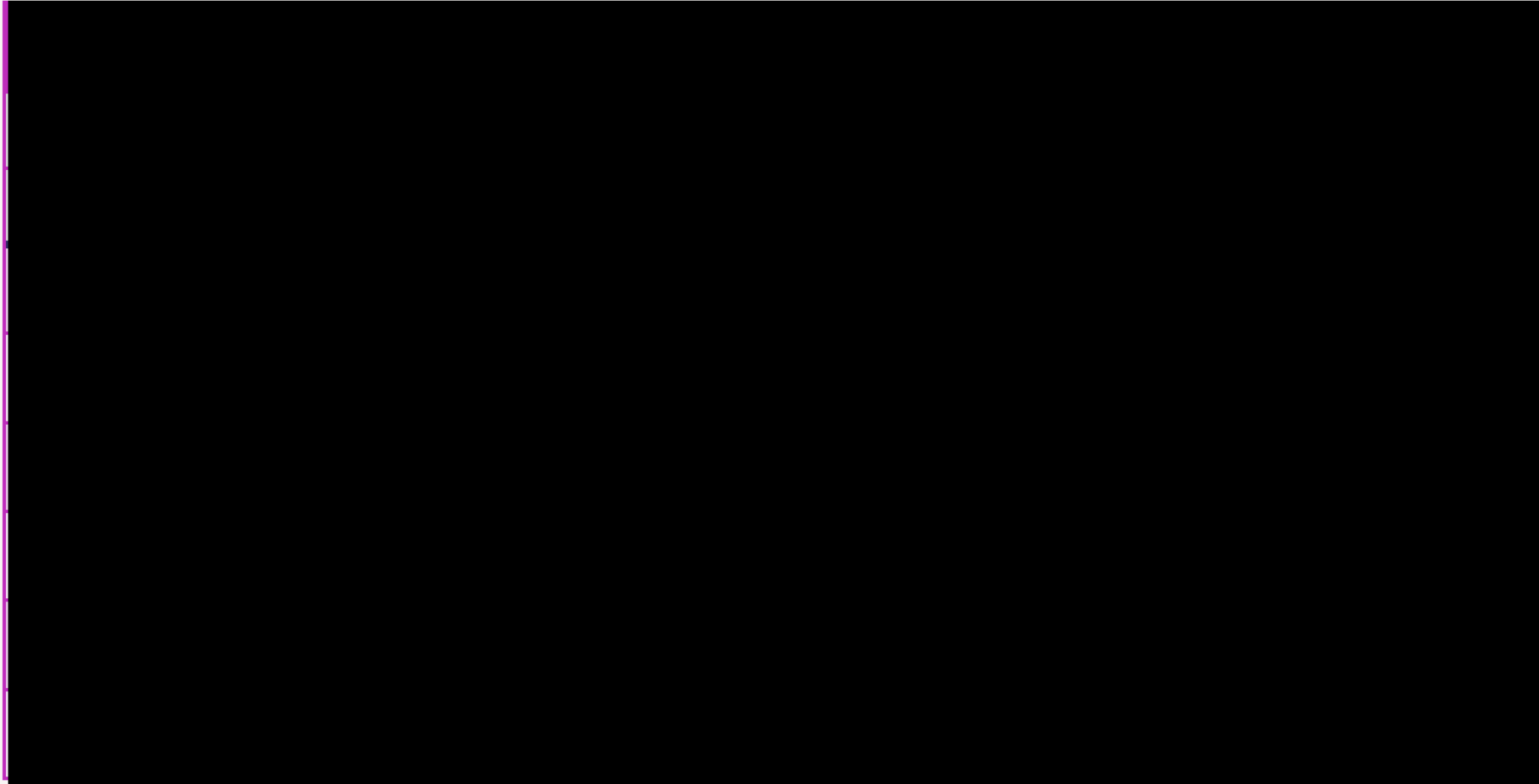
Application assessment & Identifying Outliers

Once the applicants' scores they have all come in, the data is recorded on the panel sheet used to rank the assessments by score.

- We review the score spread, which is the difference between top and bottom scores within a particular application. If **score spread is 30%** or more we will look to see if an outlier is apparent.
- We next review whether an application has been marked out of scope or not recommended for funding by the assessors.
- If 2 or more appear in either of the two columns for '**Count of No Scope**' or '**Count of No Recommended**' then we review the detailed scores and feedback for that application to check why this has happened and whether or not it is justified.
- When looking at a spread of scores, we look for a difference of **20% or more** within the assessors total score to identify an outlier. For any potential outliers, we review the feedback provided by the assessor, to ensure that they have **backed up their score within their comments**.



Key Dates





Any questions?



Contacts

General competition related queries (including IFS system queries):

Customer Support Services

0300 321 4357 (Monday to Friday 9-5pm)

support@iuk.ukri.org

Conflicts, assessment issues, invoice submission or related queries:

[Redacted]

[Redacted]