

Collaborate21 Competition

Summary

A new competition is open to all companies on the Surrey Research Park to win funding of up to £20,000 for delivering a research project in collaboration with the University of Surrey. Applications will be judged on the strength of the business cases put forward that meet the eligibility criteria below and winners announced at the end of April 2021.

Applications for innovative projects requiring larger amounts may be considered where the higher value is justified.

Winning project(s) expected to start by 15 May and must be completed by 31 July 2021.

Competition Objectives

- Encourage Research Park tenants to gain first-hand experience of working with the University
- Further develop relationships between Surrey Research Park tenants and the University
- Explore a real challenge or barrier for the business
- Provide a competitive advantage for Surrey Research Park tenants
- Encourage collaboration on projects within the [University's research themes](#)

Eligibility & Competition Criteria

Applicants must be a tenant on the Surrey Research Park as at the start date of the collaboration. These include companies with SETsquared Surrey, Rocketdesk, and Virtual Office tenants. Applications are invited from all companies at any stage of their development, from start-up to multinational.

Non-tenant organisations are welcome to apply with a commitment to a contract with the Research Park, SETsquared or Rocketdesk in place by the time an award is made.

Assessment of proposals will be on:

1. Their fit with the [University's research themes](#) and the University's ability to support
2. The level of collaboration with the University in value and practicality
3. The clarity of SMART¹ objectives and deliverables articulated
4. The degree of innovation
5. The potential for economic and/or social impact
6. The potential to maximise value from the grant with further research and innovation

The University's research themes and strategic research themes can be found on the University website: <https://www.surrey.ac.uk/research/themes>

No University staff member or intern (or their families) delivering the project can have an interest in the beneficiary company (e.g. shareholding or directorship).

No equity stake would be required to win an award in the competition.

Process

In the first instance, please contact **Jenny Ritchie** or **Dan Bance** - collaborate@surrey.ac.uk, to discuss your project proposal. They will help with identifying any appropriate academic project partners and/or scoping projects.

¹ SMART – Specific, Measurable, Achievable, Realistic, Time-bound

1. Discuss your project to identify academic partners with Jenny or Dan by 31st March
2. Complete the application form below and email to collaborate@surrey.ac.uk by 9th April
3. Eligibility and due diligence checks completed by Competition Administrators
4. Eligible proposals are submitted to the panel of judges
5. Winning applicants notified, including confirmation of award value before the end of April
6. Ethics and insurance approvals obtained
7. Collaboration Agreement to be signed and project can commence (expected to be by 15th May)
8. Award may consist of two parts which combined can total up to £20,000:
 - a. Direct net costs incurred by the Company (to be paid on invoice to the University)
 - b. University resources (to be redeemed by vouchers)
9. Any University academic time on the project needs to be completed by 15th July
10. The project must be completed, with vouchers redeemed and costs invoiced by 31st July
11. On project completion, winner completes a feedback form

TERMS & CONDITIONS

Only completed applications received into collaborate@surrey.ac.uk by midnight on 9th April 2021 will be included in the competition.

In deciding the competition winner(s) the judges' decision is final.

The Company warrants that it meets the Eligibility & Competition Criteria and that it will retain and provide all relevant information to the UK government and/or the European Commission in accordance with state aid rules. *Note that funding for this competition was allocated during the UK's membership of the European Union.*

All funds are to be spent by the named company on project related expenses (in line with the project budget) and invoiced to the University of Surrey between the Collaboration Agreement date and 31st July 2021. Costs incurred or invoiced outside those dates will not be reimbursed without prior agreement from the competition administrators.

No overhead or other mark-up is to be applied on costs invoiced by the Company to the University. The University will not reimburse VAT incurred on expenditure and the Company will be required to either reclaim VAT or fund it themselves. Neither should VAT be added to the award invoice issued to the University.

The Company must maintain their own records of project expenditure and be able to provide these to the University upon request. Winners will be asked to complete a Supplier Details form to enable the processing of invoices.

Winners are required to submit a completed feedback form following the conclusion of the research project to collaborate@surrey.ac.uk no later than 31st September 2021, outlining how the award was spent and the impact of the research project.

Background Knowledge and Intellectual Property Rights

All Background Intellectual Property used in a grant-funded project remains the property of the party introducing it.

Projects are not expected to generate any Arising Intellectual Property (AIP). In the unlikely event that AIP is generated, in order to satisfy EU state aid requirements, such Arising IP will need to remain the property of the University. However, the Tenant will have the option to negotiate a licence for the use of the AIP to pursue commercialisation of their product(s) and/or services. This may or may not involve the payment of a licence fee/royalties.