

## KTP Capability Building (CB) Competition

### Background

The Capability Building (CB) competition is aimed at increasing the capability of organisations in the UK Knowledge Base (Higher Education, Further Education, Research and Technology Organisations, and UK Catapult Centres) to participate in the Innovate UK Knowledge Transfer Partnership (KTP) scheme.

CB will support applications of up to a grant total of £35,000. Only one application may be submitted by each eligible Knowledge Base (KB).

The specific needs of each KB will vary, and the competition has a broad scope allowing the applicants to make a proposal for the necessary support to meet their individual circumstances. The application should describe how the grant will address key strategic issues that have limited the engagement of the KB within the KTP programme.

The applicant KB may invite other KBs to participate in their project, for example to provide mentoring support to the lead applicant should they have limited or no experience of KTP. In this case, the lead applicant should identify the KB they are sub-contracting and detail the budget associated with this collaboration work within the application.

KBs may wish to work together on the same initiative, for instance the creation of a regional KTP centre or undertaking a shared promotional campaign. In this case they should apply for their grant contribution separately but identify any other linked activities within related applications.

Funding will only be awarded to the Knowledge Base applying for the CB award.

### Grant details

- A fund of up to £3.5m is available for this competition.
- Funding can be used to support time of both academic and non-academic staff with the Knowledge Base. Associated Travel & Subsistence, Consumables, and External costs are also permitted.
- 100% of eligible project costs will be funded.
- Capital equipment is not an eligible cost in this competition

Each project will involve a lead knowledge base, who will receive the grant funding.

## Key points:

- The applicant KB can request a grant up to £35,000.
- Each eligible KB can make only one application.
- An individual KB can participate in any number of other applications as a subcontract entity to the lead applicant.
- Individual applications can be linked to facilitate larger collaborative activity to be undertaken between KBs. If such collaborative activity is proposed, then this should be clearly identified in all relevant applications.
- The project
  - Must end by 31 March 2023
  - Be delivered within the UK
  - Exploit the results from or within the UK
  - Have a single UK Knowledge Base (HE, FE, RTO or Catapult) as the Lead Organisation (who will be the grant recipient)

## Scope and Eligibility

This competition aims to:

- Build a robust sustainable capability in the UK Knowledge Base to support an anticipated increase in KTP programme funding in the near term (1-2 years).
- Increase and enhance engagement between Knowledge Bases and UK businesses
- Enhance the ability of KB staff (both academic and non-academic) to engage in Knowledge Transfer activity
- Embed key skills and capability with the UK Knowledge Base in managing and delivering innovations to generate value for partnerships

All UK Knowledge Bases are eligible to be the Lead Organisation in a CB project. However, projects of particular interest in this pilot include:

- Projects that directly lead to an increase in the number of KTP applications from the applicant KB.
- Projects which provide opportunities for collaboration between KBs on KTP capacity building initiatives
- Initiatives to build sustainable business engagement between Business' and the Knowledge Base.
- Improving the ability of KB KTP offices to increase and enhance their knowledge transfer interaction with UK businesses.
- Activity that engages early career researchers in KTP.
- Projects that support the engagement and approval of new KBs within the IUK Knowledge Transfer Partnership programme.

## Project Eligible Costs

- The award will be made to the Knowledge Base as a grant
- External costs to the applicant KB (such as events organisation and consultancy support) are eligible and will be 100% funded
- Both academic and non-academic time will be costed on 80% FEC basis
- Travel and Subsistence expenditure is allowable
- Consumables spend on project items is permitted

The right is reserved to vary the grant awarded from the grant requested to maximise the impact of the overall portfolio of grants awarded within the CB competition. This aim of any variation would be to maximise future participation of KBs in the KTP scheme.

## Budget Exceptions

The following expenditure is not permitted

- Capital equipment
- Estate costs
- Items considered to be underpinning operational costs

## Queries

Any queries regarding this competition should be sent to [ktpquestions@iuk.ukri.org](mailto:ktpquestions@iuk.ukri.org).

As this is a new competition, we will update an FAQ document on the KTP website based on the queries we receive. This should be reviewed before applying. Any clarification needed to support this guidance will be published in the FAQs.

## Reporting

A midway progress report will be requested from all funded projects in the form of a short questionnaire.

In addition, a final report should be submitted alongside the final invoice.

We intend to invite the most impactful and innovative projects to make a short presentation of their project at the KTP managers conference.

## Award Terms and Conditions

Terms and conditions for the award will be detailed in the Grant Offer Letter. The applicant which they will be able to review these and accept or decline without prejudice.

## Data Sharing

This competition is jointly operated by Innovate UK's partner organisations (each an "agency").

Any relevant information submitted and produced during the application process concerning your application can be shared by one agency with the other, for its individual storage, processing, and use.

This means that any information given to or generated by Innovate UK KTN in respect of your application may be passed on to Innovate UK and Innovate UK EDGE and vice versa. This would include, but is not restricted to:

1. the information stated on the application, including the personal details of all applicants
2. scoring and feedback on the application
3. information received during the management and administration of the grant, such as Monitoring Officer reports and Independent Accountant Reports

### **No-Subsidy**

This competition provides funding that is not classed by Innovate UK as a subsidy.

More information about the UK Subsidy Control requirements can be found within the [EU-UK Trade and Cooperation agreement](#) and the subsequent [BEIS guidance](#).

[\*\*'No subsidy'\*\*](#) status is only granted to organisations which declare that they will not use the funding:

1. in any way which gives them selective economic or commercial advantage
2. in any way which would determine the funding as a subsidy as defined by the EU-UK Trade Cooperation Agreement

It is the responsibility of the applicant to make sure all activity undertaken in the project remains compliant with these requirements including that undertaken by subcontract.

It is important to note that it is the activity that an organisation is engaged in as part of the project and not its intentions, that define whether any support provided could be considered a subsidy.

### Further information

If you are unsure about your obligations under the UK Subsidy Control regime you should take independent legal advice. We cannot advise on individual project eligibility or legal obligations.

If there are any changes to the above requirements that mean we need to change the terms of this competition, we will tell you as soon as possible.

### How to apply

Applications will be made through the KTN CB competition platform. To access the platform, please follow this [link](#) to competition webpage.

It is expected that the competition will open on the 5<sup>th</sup> October 2022 and close at 1100 on the 26<sup>th</sup> October 2022.