



CHERISH-DE Escalator Fund - Guidance for Applicants

What is the CHERISH-DE Centre?

The CHERISH DE Centre is one of six national Digital Economy Centres funded by EPSRC and a range of research users for a five-year period. Each Centre is focused on a specific area of digital innovation and all are charged with developing the impact of their work and researchers on society and the economy. Swansea's Centre targets challenging human environments ranging from health care, deprived regions to security contexts.

All of the Centre's work will be interdisciplinary in recognition that difficult social and economic challenges can be best tackled through the combined insights from arts and humanities, STEM, medical and social sciences.

The Centre has three objectives:

- Maximise impact of the unique Challenging Human Environment DE work grown within Swansea;
- Act as a beacon for an innovative impact-led way of working; and,
- Develop a generation of ambassadors who will be the sustaining dynamic of DE working.

One of the key ways we will achieve these aims is by facilitating a large number of projects.

At this time, we are seeking Escalator Fund applications that will enable applicants to build up an understanding of a research user's needs within three broad areas of the Digital Economy:

- Health and Social Care;
- Resource Constrained Communities; and,
- Safety and Security.

Impact ideas will combine digital innovations and insights from social, medical, economic, legal, historic and other perspectives leading to projects, case-studies, proofs of concept, toolkits and platforms that will be "open source" to stimulate novel products, services, laws and policies.

What is the CHERISH-DE Escalator Fund?

The **CHERISH-DE Escalator fund** offers three levels of support in a way that encourages beneficiaries to return for additional funding over time.

- **Pilot – up to £5K**
To create or trial a promising impact-driving idea
- **Escalate – up to £10K**
To further develop the idea
- **Impact – up to £15K**
To provide funds for a well-developed idea to be articulated in a way that optimises the delivery of impact.



The fund has been designed to proceed from one stage to another, however we understand this may not always suit your research needs. For this reason, high quality bids are welcomed for any of the three levels of support.

Applications are competitive and peer-reviewed. Early Career Researchers who submit proposals may also be asked to peer-review other proposals.

Following the peer-review, applications are assessed by a panel consisting of members of the Centre's Steering Committee, Early career Researcher and external reviewers were necessary..

Am I eligible?

The lead applicant must be a member of academic or research staff at Swansea University and in contract for the duration of the proposed project. In keeping with the Centre's focus on developing the careers of ECRs, applications are also welcome from Research Associates.

When can I apply?

The Centre puts out a Call for Proposals twice a year, in January and September.

How do I apply?

You can apply via the CHERISH-DE [website](#)

Before you apply please check and consider how your project or activity meets the aims of the CHERISH-DE Centre. Projects that demonstrate a clear connection to the objectives and themes of the Centre, together with clear, collaborative and interdisciplinary outcomes will be viewed most favourably.

Please consider how you answer the application form questions. Your summary should be easily understood by a non-specialist audience.

What is the size of the fund?

The Escalator Fund is £56,250 for this call.

Who will decide how the money is allocated?

Decisions about how funds will be allocated are made by a panel chaired by Professor Matt Jones, the Head of the University's College of Science. All applications will be peer-reviewed.

A peer review panel will assess each proposal following processes used by EPSRC, particularly looking at quality, impact, resources and management.



What types of project/ activity will be considered for funding?

Project or activities submitted for consideration should:

- Be co-created with one or more research user, drawn from CHERISH-De user partners or another external stakeholder identified by the proposer. Proposals should show how these partners will actively support the work (through in-kind contributions such as time or equipment, or directly
- Relate to at least one of the Centre's context themes (health and social care, resource-constrained communities or cyber security and cyber safety).
- Be able to demonstrate how they contribute to at least one of the CHERISH-De Centre's objectives (Maximise impact of the unique Challenging Human Environment DE work grown within Swansea, act as a beacon for an innovative impact-led way of working, develop a generation of ambassadors who will be the sustaining dynamic of DE working.)
- Be able to show how the proposed activity or project supports and/or develops interdisciplinary research
- You are encouraged to think about how you can involve Early Career Researchers in your project or activity.

NB: If your proposal meets the objectives of the centre and other criteria, but does not fall neatly into any of the three themes, we would still welcome your proposal.

As one of six [Digital Economy Centres](#) across the UK, proposers are encouraged, where appropriate, to work with other researchers in one of the other five DE Centres (or equivalent).

Can CHERISH-DE provide research assistance?

The Centre employs two Post Doctoral Research Associates with a strong background in digital economy working. This includes the design and development of prototypes and the facilitation of user-centred prototyping and evaluation. Proposers can request a proportion of these researchers' time to assist in the project work. We anticipate allocating up to 80% of a FTE researcher per annum for this support work and proposers are encouraged to bid for up to 20% FTE in their applications, if needed.

What outputs do I need to complete after the project or activity has taken place?

If your application is successful, you will be expected to provide updates on your project as it progresses. It is a condition of the grant that you complete a summary report, on completion of your project.

You are also asked to produce one of the following:

- Case Study
- Video
- Digital photographic record
- Poster

You will also be asked on an annual basis to identify any funded activity that has followed on from the initial CHERISH-De funding, until the close of the project in 2020. This will help evidence the success of the programme.

Can I apply for funding for equipment?

Yes, the grant can be used for a piece of equipment up to the value of £10,000.

Do I need to consider conflicts of interest?

For guidance on conflicts of interest, refer to the Swansea University policy and procedures.

<https://www.swan.ac.uk/media/Conflicts%20Policy.docx>

<https://www.swan.ac.uk/media/Conflicts%20Procedures.docx>

What is needed in terms of a detailed budget?

All grant applications should have a detailed breakdown of budget demands (This must include VAT where appropriate). This would mean a breakdown of staff costs, conference attendance, itemised travel, quantities of consumables, for example. Estimated costings based on bulk figures, may result in applications being returned for further explanations.

Staff costs: This should include the salary grade and point, the duration and the %FTE. If your grant is successful you will be required to complete an L666 form for your intended staff support. Guidance on pay scales can be found on the university website

<http://www.swansea.ac.uk/personnel/promotions/heraguidanceandinformation/>

Travel: You should attempt to demonstrate accurate and specific travel costs be they for train or plane journeys. Ball park figures will be sent back to the applicant for details. If you wish to attend a conference then please indicate which conference and a breakdown of the applicable costs (registration, travel, subsistence, accommodation)

Other: all consumables as identified items and quantities.

If you are seeking funding to deliver a conference estimated income from conference fees should be included as part of the budget.

Applicants are advised that after a successful application process no additional funding will be granted to projects if costs are determined to have been underestimated.



Can I pay an external partner or an academic from another institution?

Please see this matrix to determine what can be submitted for funding

	Swansea University	Other HEI	Industry
Staff time	√	X	X
Consumables	√	X	X
Travel and subsistence	√	√	X

When will I find out if my proposal has been accepted?

Proposers will be advised of the outcome of their application by email on April 4th 2016.

If my application is successful, how long do I have to spend the grant awarded to my project?

We will expect you to keep to the timescale you indicate in your application, or to have spoken with us to agree any extension. All spend against the CHERISH-De grant has to be completed by 31st December 2016.

How do I spend my CHERISH-DE grant?

You will need to spend your grant through the CHERISH-De Centre – for accounting and auditing purposes we make all the purchases on your behalf.

You should contact the Project Officer, Tashi Gyaltsen Tashi.gyaltsen@swansea.ac.uk to spend your CHERISH-DE grant or for any queries you have about your budget.

Tashi will provide you with regular updates on your spend and remaining balance throughout the period of your project.

Will my research be shared for promotion and publicity purposes?

On completing the funded activity, it is a condition of the award that participants will publicly disseminate and share their research outcomes through CHERISH-DE promotional activities.

The Centre also uses information provided in the application and completion documentation to publicise the programme. This includes on the website, in newsletters, events publicity and amongst partners. Please indicate on the application if you would prefer this did not happen e.g. for confidentiality reasons etc.

Escalator Timetable and Deadlines

Event	Deadline
Deadline to submit applications	29 th February 2016
Peer Review	25 th March 2016
Panel Decision	4 th April 2016
Notification	4 th April



What other funding does the CHERISH-DE Centre offer?

We also offer:

International Mobility scheme

The Centre supports the establishment and development of connections with research groups globally through International Mobility Fellowships of up to £2000.

Strategic Secondments

Applications are welcome from university academic staff interested in building links with external partners through funded placements into public, private and third sector organisations. Awards of up to £2000 are available. This scheme operates on a monthly, rolling basis.

For further information, please talk to your hub contact, consult the CHERISH website <http://cherish-de.uk> or make an appointment with a member of CHERISH-DE Centre staff.

CHERISH-DE Contacts

Please contact the CHERISH-De Centre with any queries.

Clare Henson, Programme Manager – c.m.henson@swansea.ac.uk 01792 606406

Tashi Gyaltzen, Project Officer – Tashi.gyaltzen@swansea.ac.uk

Rhiannon Egerton, User Engagement Officer – r.l.egerton@swansea.ac.uk 01792 606440



CHERISH-DE Project Partners

Our partners all contribute to the development of the centre's research themes and have established collaborations with Swansea University. They are committing significant resource to support the development and implementation of the centre, offering researchers:

- Training and development
- Access to facilities
- Hosting secondments
- Staff time
- Co-funding research
- Proof –of-concept activity

The founder partners of the CHERISH-DE Centre are:

Abertawe Bro Morgannwg University Health Board
Accelero
BBC Research & Development
Blurrt
City and County of Swansea
DVLA
FRAM3
GPC
Grŵp Gwalia
IBM Research (India)
Leadin
Microsoft (India)
Microsoft Research Ltd (UK)
Protect 2020
South Wales Police Cyber Crime Unit
Symlconnect
TechHub
WePredict