

# INTERNAL STRATEGIC PROJECTS AND ENGAGEMENT FUND (ISPEF) CALL FOR PROPOSALS APPLICATION FORM

\* Question is required for completion of application.

## Registration Details

First Name

Last Name

Email Address

## Section 1: PROJECT TITLE & ABSTRACT

1\* Project Title  
*(Please include acronym)*

2\* Abstract  
*Provide an abstract of your proposed research in simple terms in a way that could be publicised to a general audience (Max 300 words)*

3\* Type of Proposal  
*(examples include: Code/devices taken from the lab, TRL increased, and Patent applied for; demonstration of a system or methodology; policy options or advice accepted by government departments or agencies; evidence of transformability e.g., taking a scheme designed for one sector and porting to another sector, with new user partners)*

## Section 2: PROJECT TEAM & RELEVANT EXPERIENCE

4\* Principal Investigator  
*Title and Full Name*

5\* Principal Investigator  
*Position Held*

6\* Principal Investigator  
*Department*

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7\* Principal Investigator  
*Institution*

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8\* Principal Investigator  
*Email Address*

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9 Co-Investigator 1  
*Title & Full Name*  
*If not applicable please leave blank*

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10 Co-Investigator 1  
*Position Held*

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11 Co-Investigator 1  
*Department*

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12 Co-Investigator 1  
*Institution*

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13 Co-Investigator 1  
*Email Address*

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14 Co-Investigator 2  
*Title & Full Name*  
*(If not applicable please leave blank)*

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15 Co-Investigator 2  
*Position Held*

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16 Co-Investigator 2  
*Department*

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17 Co-Investigator 2  
*Institution*

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18 Co-Investigator 2  
*Email Address*

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19\* Named Researcher 1  
*Title and Full Name*  
  
*(It is expected that these posts will be filled by existing staff with relevant experience)*

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20\* Named Researcher 1  
*Position Held*

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21\* Named Researcher 1  
*Department*

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22\* Named Researcher 1  
*Institution*

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23\* Named Researcher 1  
*Email Address*

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24\* Named Researcher 1 - Please also provide details of their previous/ongoing involvement in PETRAS  
*(if applicable)*  
*(Max 250 words)*

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25\* Please upload a one page CV for Named Researcher 1  
*(Not applicable for paper form.)*

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26 Named Researcher 2  
*Title and Full Name (if applicable)*  
  
*It is expected that these posts will be filled by existing staff with relevant experience*

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27    **Named Researcher 2**  
*Position Held*

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28    **Named Research 2**  
*Department*

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29    **Named Researcher 2**  
*Institution*

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30    **Named Researcher 2**  
*Email Address*

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31    **Named Researcher 2 - Please provide details of their previous/ongoing involvement in PETRAS**  
*(if applicable)*

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32    **Please upload a one page CV for Named Researcher 2**  
*if applicable*  
*(Not applicable for paper form.)*

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33    **If you have any ongoing PETRAS funded project(s) and would like to name your existing PDRA(s) for your submission please state how you plan to deliver both projects on schedule and within budget, should your ISPEF application be successful**  
**(Max 300 words)**

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34\*    **How will the whole team work together to deliver the proposed project?**  
*Please tell us about the track record, expertise and experience of the core team, including academics and user partners and any others proposed to be involved in the project delivery. For each member, please clearly state disciplinary contribution, relevant expertise, and role in project, evidencing balanced team of academics and practitioners working together for delivery.*  
**(Max 400 words)**

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35\*    **Please list 2 relevant high-quality publications**

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36 Staff to be funded

Name	Current position	FTE	PETRAS background (insert most appropriate: Not applicable/PDRA/Technical/Support staff etc.)

Section 3: PROJECT DATES AND BUDGETS

37\* Proposed start date  
*DD/MM/YYYY*

38\* Proposed end date  
*DD/MM/YYYY*

39\* Project Duration  
*in calendar months*

40\* Total PETRAS funding requested (in GBP)  
*Please state this amount at 80% FEC*

41 Total User Partner match funding secured/pledged (in GBP)  
*(if both cash and in-kind matched funding are being provided, please differentiate and provide total figures for both)*

42\* Please input total budget requested on the table below *(if more than one institution is applying for funds, please list all PI and Col costs)*

	100% fEC	80% fEC (funding requested)
DI Staff Costs		
DI Travel & Subsistence		
DI Other		
DA Investigator Costs		
DA Other		
Infrastructure Tech Costs		
Estates		
Indirects		
TOTALS		

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**Partner 1 Costs**

*(if more than one institution is applying for funds, please split the costs and insert budgets on separate tables)*

University (Enter your organisation's name here):		
	100% fEC	80% fEC (funding requested)
DI Staff Costs		
DI Travel & Subsistence		
DI Other		
DA Investigator Costs		
DA Other		
Infrastructure Tech Costs		
Estates		
Indirects		
TOTAL		

**44 Partner 2 Costs**  
*(If more than one institution is applying for funds, please split the costs and insert budgets on separate tables )*

University (Enter your organisation's name here):		
	100% fEC	80% fEC (funding requested)
DI Staff Costs		
DI Travel & Subsistence		
DI Other		
DA Investigator Costs		
DA Other		
Infrastructure Tech Costs		
Estates		
Indirects		
<b>TOTALS</b>		

**45\* Budgets**  
*Please upload a budget breakdown from your organisation's financial system\**

*If more than one university is involved, ensure that budgets from each institution are uploaded.*

*\*The information uploaded should be the same information as if you were applying for a UKRI grant using Je-S. Using the extract of the Standard Financial Report along with a reference to the Standard Financial Report generated.  
 (Not applicable for paper form.)*

**46\* Financial contact**  
*Name and email address*

*Please state the representative at your department/institution who finance queries should be directed to*

*(Note: please include this information for all universities requesting funding)*

**47\* Contracts contact**  
*Name and email address*

*Please state the representative at your department/institution who research agreements should be sent to and contractual queries be addressed to*

*(Note: please include this information for all universities requesting funding)*

**Section 4: RESEARCH THEMES**

**48\*** Please select the PETRAS Lens(es) and Sector(s) addressed in your proposal (click all that apply)  
 (see <https://petras-iot.org/sectors/>)  
 (Circle all that apply)

- a) Lens: Building Public Value at the Edge

- b) Lens: Law & Economics at the Edge
- c) Lens: Useful, Useable Decentralisation
- d) Lens: Securing the Edge
- e) Sector: Ambient (Built Environment/ Homes/ Cities/ Public Spaces)
- f) Sector: Health and Wellbeing (Critical care to leisure wearables)
- g) Sector: Infrastructure (including Digital)
- h) Sector: Supply Chains and Control Systems (Industrial/ Buildings/ Utilities)
- i) Sector: Transport and Mobility
- j) Sector: Agritech

## Section 5: PROJECT CASE FOR SUPPORT

### 49\* Project Case for Support

**Please upload case for support document here**

*This should be a maximum of four pages and describe the proposed project's:*

- (i) Background and rationale,*
- (ii) Aims,*
- (iii) Approach, plan and methods (add Gantt chart if required),*
- (iv) Proposed project milestones and deliverables (add Gantt chart if required), and*
- (v) Measures of success.*

The above must clearly state the proposed approach to translate research outcomes of the project into practical applications/outcomes that can be showcased as impactful demonstrations of PETRAS research, transforming knowledge into practice.

If the project has more than one academic partner institute involved in the proposed work requiring PETRAS funding, please clearly state the roles of each academic partner as part of your proposed methodology and the programme of work (incl. deliverables).

If your proposal brings together outputs from multiple projects, please provide the list of projects/activities involved and how these will be integrated/utilised to deliver your proposed work.

*Please clearly identify the deliverables of the project, and include delivery format and dates (in project months).*

*Deliverables may include, but are not limited to technology demonstrators, academic publications, briefing notes, reports, multimedia presentations, and toolkits. Please refer to "PETRAS Project Planning, Deliverables, Monitoring and Evaluation Guidance Notes" when you are setting out your project deliverables:*

<https://petras-iot.org/wp-content/uploads/2020/01/PETRAS-Project-Planning-and-Dels-Guid-Doc.pdf>

- *Deliverable 1 (D1): Intermediate report on ... (internal report, M6, academic partner 1)*
- *Deliverable 2 (D2): Testbed on .... (testbed, M12, academic partner 2)*
- *Deliverable 3 (D3): Journal paper on .... (peer-reviewed academic paper, academic partners 1&2)*
- *Deliverable 3 (D3): Live demonstrator on .... (showcase platform with final event at ..., academic partners 1&2, user partners 1-2)*

Please note: this document should have minimum 2cm margins and use a minimum sans serif font size of 11pt. The use of diagrams, tables, and other graphics that aid comprehension is encouraged. No more than 4 pages. To be provided as a PDF file.

*(Not applicable for paper form.)*

## Section 6: PROJECT IMPACT & BENEFITS



50\* Describe the anticipated and/or potential academic and stakeholder impact.

Also, please state the benefits of this proposed project and its deliverables, including the anticipated beneficiaries (PETRAS and beyond) and indicative timelines for these to be realised.

(Max 500 words)

#### Section 7: USER PARTNERS AND CONTRIBUTION

51\* User Partner 1 - Organisation Name

*Please provide the full name of your user partner*

(Max 250 words)

52\* User Partner 1 - Contact Details

*Please provide your user partner contact's name and job title at the organisation*

53\* User Partner 1 - Details of Contribution

*Please provide details of user partner contributions including the nature of the collaboration with the user partner(s), how they will participate in the proposed work (relevant expertise and role in project/activity), plus in kind or cash contributions pledged*

54\* Please upload User Partner 1 Letter of Support

*(All applicants are required to provide letters of support from their proposed User Partners)*

*(Not applicable for paper form.)*

55 User Partner 2 - Organisation Name

*(if applicable)*

*Please provide the full name of your user partner*

(Max 250 words)

56 User Partner 2 - Contact Details

*(if applicable)*

*Please provide your user partner contact's name and job title at the organisation*

57 **User Partner 2 - Details of Contribution**  
*(if applicable)*

*Please provide details of user partner contributions including the nature of the collaboration with the user partner(s), how they will participate in the proposed work (relevant expertise and role in project/activity), plus in kind or cash contributions pledged*

58 **Please upload User Partner 2 Letter of Support**  
*(if applicable)*

*All applicants are required to provide letters of support from their proposed User Partners  
(Not applicable for paper form.)*

59 **User Partner 3 - Organisation Name**  
*(if applicable)*

*Please provide the full name of your user partner  
(Max 250 words)*

60 **User Partner 3 - Contact Details**  
*(if applicable)*

*Please provide your user partner contact's name and job title at the organisation*

61 **User Partner 3 - Details of Contribution**  
*(if applicable)*

*Please provide details of user partner contributions including the nature of the collaboration with the user partner(s), how they will participate in the proposed work (relevant expertise and role in project/activity), plus in kind or cash contributions pledged*

62 Please upload User Partner 3 Letter of Support  
(if applicable)

*(All applicants are required to provide letters of support from their proposed User Partners  
(Not applicable for paper form.)*

#### Section 8: JUSTIFICATION OF RESOURCES & SUPPORTING INFORMATION

63\* Please outline your justification of resources below  
*e.g., staff salaries, workshop costs, anticipated travel etc ....*  
(Max 500 words)

#### Section 9: DATA AND RISK MANAGEMENT, & ETHICS

64\* Please state the processes you will follow and approvals you will seek to ensure your project has the necessary ethical, data protection and safety measures and approvals in place.

Also, please provide a list of anticipated project risks and a detailed risk management strategy to demonstrate how you plan to deliver the proposed work (including but not limited to impact of COVID-19 related restrictions, other project specific risks etc.).

This will help PETRAS understand the processes/measures you would be following, appropriate to the risk level of your project, and necessary internal/external approvals to be sought and secured.

(Max 600 words)

#### Section 10: REFERENCES

65 Provide a bibliography for the references cited in the proposal if relevant.