

Industry & Academia Exchange Call Guidance Notes for Applicants

Background

The Industry & Academia Exchange (IAX) programme has been set up to support the establishment of new collaborations by funding early interactions and knowledge exchange between external partners and academic researchers. Its purpose is to enable our colleagues at University of Leicester to develop new industry interactions or to initiate new projects with existing partners in key MRC strategic areas.

We are launching an open call for incoming and outgoing staff secondments between our University staff and Industry partners.

The purpose of this call is to support University staff with the opportunity to work within the MRC remit with an external partner at their site on a project idea, or for an external partner to work on a project idea at the University.

Please complete one application for each proposed member of staff.

1. Project details

Exchange Title – Used to identify the exchange. Please use the same title for each application if more than one person is going on the exchange.

Exchange Details – Please describe briefly where you are going.

2. Your details

Outgoing secondees from the University should be final year PhD, postgraduate students, early career researchers, technical, academic and research and enterprise division staff employed at the University of Leicester.

If you are hosting an external partner please put details of the University research group they will be engaging with during their secondment.

3. Industry partner details

External partners to be considered are only private organisations/businesses. Attendance to conferences and secondments in public or academic organisations are not supported by this scheme.

Secondments outside the UK are eligible. Ideally all external partners should have a presence in the UK and the activity should be able to deliver benefit to the UK.

Collaborations must be within the MRC remit.

Secondments to and from UoL start-up companies will not be supported.

4. Exchange details

The period of the secondment may be up to four months, and either full-time or part-time, i.e. may be continuous or split into specific periods.

Please give the approximate number of days that the exchange will cover.

All exchanges must be completed by 31st July 2019.

5. Exchange Costs

The award will provide funding for directly incurred costs only and may cover:

- Travel and subsistence
- Equipment and consumables (if necessary and justified)
- Training and development

Please include as much financial detail as possible. Feel free to add more lines on the table to cover this detail.

Directly allocated and indirect projects costs must be covered by the PI or the external partner – no financial support will be given for these costs.

Funding for the secondment project will not exceed £10,000.

6. Signatures

The applicant should attach an email from their Head of Department confirming that they are supporting this application.

The applicant should attach an email or letter from the company confirming that they have agreed to host the applicant and outlining the nature of the visit.

7. Application

To submit an application form, please email a signed electronic copy of the completed application form to iax@le.ac.uk.

The call is open and will continue until all funding has been awarded. Applicants are strongly advised to apply as soon as possible to maximise chances of being funded.

All applications will be reviewed by an internal panel with external oversight from Industry members.

Once the application has been received a member of the IAX team from the College of Life Sciences will contact you to go through the exchange proposal.

8. Funding and Conditions

Successful applicants agree to submit a final report on completion of the project.

By accepting the award, the applicants agree to engage with the appropriate teams in RED to monitor project progress both during the life of the project and post project to allow the reporting of outcomes and capture of (potential) impact. This will include making non-confidential aspects available to assist with the development of case studies.

Applicants agree to comply with the University financial regulations:

<https://www2.le.ac.uk/offices/finance/information-for-staff/governance-regulations>

9. Contacts for the College

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