



EXAMPLE APPLICATION FORM

Please send any questions you have about the completion of the IAA application form to cyberfocus@lancaster.ac.uk

GENERAL INFORMATION

Please note that this form is an **EXAMPLE APPLICATION FORM** and should **NOT** be submitted. The Application Form is an online form, a link to which can be found on the Funding Call website:

<https://www.lancaster.ac.uk/cybersecurity/cyber-focus/funding-calls/>

Questions within the form include explanatory notes. Please complete all relevant sections of the form.

SECTION 1: APPLICANT DETAILS

Coordinating / Principal Investigators (PIs) must have an employment contract at their employing institution for the duration of their proposed project. You **do not** have to have received funding from the Engineering and Physical Sciences Research Council previously to be successful.

Note that you will be asked to provide relevant Equality, Diversity and Inclusivity (EDI) data information. This information is NOT shared with the reviewers at any point. The data will be anonymised and is only being collected for monitoring and reporting purposes.

Question No.	Question	Response
1	Name of Coordinating/Principal Investigator:	
2	Email of Coordinating/Principal Investigator:	
3	Job Title:	
4	Department or Equivalent:	
5	Which institution are you applying from?	<p><i>(delete non applicable)</i></p> <p>University of Lancaster</p> <p>University of Manchester</p> <p>University of Liverpool</p> <p>University of Lancashire</p> <p>University of Salford</p> <p>University of Cumbria</p> <p>Manchester Metropolitan University</p>
6	How do you identify as a researcher?	<i>(delete non applicable)</i>

		<p>Early Career Researcher (within 6 years of your first academic appointment (postdoctoral/research fellow or lecturer)</p> <p>Mid Career Researcher (generally 8-15 years post-PhD or equivalent professional training (senior lecturer)</p> <p>Senior Researcher (greater than 15 years relevant experience (professors, research directors, holding other senior university roles)</p>
7	Please provide your preferred gender identity:	<p><i>(delete non applicable)</i></p> <p>Woman</p> <p>Man</p> <p>Non-binary</p> <p>In another way</p> <p>Prefer not to say</p> <p>Other (please add text):</p>
8	What is your age group?	<p><i>(delete non applicable)</i></p> <p>18-24</p> <p>25-34</p> <p>35-44</p> <p>45-54</p> <p>65+</p>
9	What is your ethnic group?	<p><i>(delete non applicable)</i></p> <p>White</p> <p>Mixed/Multiple ethnic groups</p> <p>Asian/Asian British</p> <p>Black/African/Caribbean/Black British</p> <p>Prefer not to say</p> <p>Other (please add text):</p>
10	Do you consider yourself to have a disability?	<p>Yes</p> <p>No</p> <p>Prefer not to say</p>

SECTION 2: CO-INVESTIGATOR (CO-I) OR CO-PRINCIPAL INVESTIGATOR (C-PI) DETAILS

This question is about Co-Is or C-PIs involved in this project. Please state their full name, followed by status (Co-I or C-PI) in brackets, their institution and their email address. Please place each individual on a new line, or type N/A if there are no other academic collaborators.

For example:

Prof Gwen Stace (Co-I); Liverpool; madeupemail1@liverpool.ac.uk

Dr Jennifer Jones (Co-I); Cumbria; madeupemail2@cumbria.ac.uk

If you do not have any Co-Is or Co-PIs please write N/A

Question No.	Question	Response
11	Names of Co-Investigator (Co-I) or Co-Principal Investigators (C-PI):	

SECTION 3: PROJECT OUTLINE

Question No.	Question	Response
12	Project Title:	
13	Please indicate the fund that you are applying for:	<p><i>(delete non applicable)</i></p> <p>Seed funding (typically £10-30k lasting 3-6 months)</p> <p>Growth funding (typically £20-40k lasting 6-12 months)</p> <p>Accelerator funding (typically >£40k lasting >12 months)</p> <p>Public Engagement funding (typically £10-30k lasting 3-6 months)</p> <p>Policy Impact funding (typically £10-30k lasting 3-6 months)</p>
14	Please indicate the anticipated start date of your project (dd/mm/yyyy)	
15	Please indicate the anticipated end date of your project (dd/mm/yyyy)	
16	Project reference number (exactly as it appears in your university records)	
17	IAA funding requested (numbers only, no £)	

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Executive summary of the project

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Please select which CyberFocus outcome your proposal is primarily aligned to:

These outcomes are deliberately broad to ensure a wide range of activities can be supported, but broadly these are:

(delete non applicable)

- **Elevated Cyber Supply Chain Trust and Confidence:** Fostering trust and confidence through innovation partnerships
- **Growth in Sustainable Cyber Innovation Expertise:** Access to expertise and capability to overcome innovation adoption challenges
- **Enhanced Cross Cluster Coordination and Interconnections:** Transforming impact culture and resource access

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Indicate the Cyber Security Body of Knowledge (CyBOK) area this project relates to:

For more information, please see <https://www.cybok.org/>

(delete non applicable)

- Risk management and governance
- Law and regulation
- Human factors
- Privacy and online rights
- Malware and attack technologies
- Adversarial behaviours
- Security operations and incident management
- Forensics
- Cryptography
- Operating systems and virtualisation security
- Distributed systems security
- Authentication, authorisation and accountability
- Software and platform security
- Web and mobility security
- Secure software lifecycle
- Network security
- Hardware security

Cyber physical systems
Physical layer and telecommunications security

SECTION 4: PARTNER DETAILS

It is mandatory that you have an external (non-HEI) partner for **ALL** of the types of funding in this call. In addition, all partners must be shown to be able to accelerate the impact in the North West region.

You may add up to **THREE** partner organisations to your proposal.

Please note that all projects will be required to sign an offer letter before funding will be released. This will outline the grant terms and conditions.

Question No.	Question	Response
21	Principal Non University Partner organisation name <i>(if more than one partner, you will be prompted for a second tier of partner later)</i> :	
22	Address of Non University Partner organisation <i>(please include as much information as possible)</i> :	
23	Name of main contact:	
24	Job title of main contact:	
25	Email address of main contact:	
26	Please select the sector(s) in which your partner is based:	<p><i>(delete non applicable)</i></p> <p>Government (local)</p> <p>Government (national)</p> <p>Government (devolved)</p> <p>International government</p> <p>International government organisation</p> <p>Public sector (other)</p> <p>NGO/INGO/Charity</p> <p>Third sector (other)</p> <p>Industry/business (SME)</p> <p>Industry/business (Large Corporation)</p> <p>Industry/business (other)</p> <p>Other (please type):</p>
27	Are there any other partners involved in this project? This could be on equal footing to the	<p><i>(delete non applicable)</i></p> <p>Yes</p>

	principal partner or as a second-tier of partner	No
28	What is the status of this partner?	<i>(delete non applicable)</i> Principal Partner / on equal footing to partner 1 Associate Partner / lesser involvement compared to partner 1 Other (please type):
29	Please copy and paste questions 21-26 per additional partner. A limit of three partners should apply.	

SECTION 5: PROJECT DETAIL

In this section you will need to describe your project in detail. Each section is constrained by the number of words permitted and you will not be able to submit your application if these limits are exceeded.

Please note – this is the section of the application form that is scored as part of the evaluation and all sections are scored equally. This includes the detail of the proposed project budget.

Please note this form now jumps to question 43, in anticipation of potential additional partners being added to the section above.

Question No.	Question	Response
43	Vision What are you hoping to achieve with your proposed work? <i>250 word limit.</i>	
44	Objectives: Provide a list of the key SMART objectives for your project. SMART objectives are Specific, Measurable, Achievable, Relevant, Time-Bound <i>250 word limit</i>	
45	Approach: How are you going to deliver your proposed work? <i>250 word limit</i>	
46	Place: How is your project aligned with the characteristics and ambitions of the region to support its growth?	
47	Impact: What are the potential impacts your project is intending to achieve?	
48	Place Based Partnership: Why is this partnership/collaboration best suited to delivery the project in place?	

49	Partnership Sustainability: Describe how you intend to sustain the partnership for the benefit of the region.
50	Diversity and Inclusion (EDI): Please explain how your project will protect and promote Equality
51	Ethics and Responsible Research Innovation: What are the ethical or RRI implications and issues of your proposed activity?
52	Cyber Area Alignment: Please specify how your proposal aligns with the chosen CyBoK knowledge area(s) (Kas)
53	EPSRC Area Alignment: Please specify the EPSRC discipline area(s) your proposal aligns to and outline a brief justification/explanation of alignment:

SECTION 6: PROJECT FUNDING

Question No.	Question	Response
54	Provide a breakdown of your budget and cost headings.	Please use the Excel template provided on our website to prepare this. There will be online cells to transfer the information into on the online form.
55	Do you have any cash match from your partners?	Yes No
56	If yes, please provide the value of the cash match from your partner (number only, no £)	
57	If yes, please state the source of the cash match	
58	Do you have any other cash match from your partner(s)?	Yes No
59	If yes, please provide the value of the cash match from your partner (number only, no £)	
60	If yes, please state the source of the cash match	
61	Do you have any in-kind match from your partner(s)?	Yes No
62	Please state the value of in-kind match from your partner(s) (number only, no £)	

63 Please state the source(s) of the in-kind match. If you have multiple sources, please indicate the £ value per source in brackets before listing the next source

SECTION 7: INTELLECTUAL PROPERTY

Please answer the questions below to help us address the Intellectual Property (IP) position:

- is it being managed by my institution's IP Office;
- is it patented
- is it owned or jointly owned by another party, etc.

If you need any further IP and Commercialisation Support, please contact your Tech Transfer Office / IP & Commercialisation team in advance of submitting your application.

Question No.	Question	Response
64	Do you have any patents/IP in place or submitted that covers this work?	<i>(delete non applicable)</i> Yes No Maybe
65	If applicable, provide details:	
66	Do you anticipate that work proposed here will give rise to any IP?	<i>(delete non applicable)</i> Yes No Maybe
67	If applicable, provide details:	
68	Do any organisations, other than the universities involved, have any rights to the work being proposed here? Such as through commercial sponsorship, or grant funding.	<i>(delete non applicable)</i> Yes No Maybe
69	If applicable, provide details:	
70	Do you need to access background IP/patents, materials, data or other resources held by anyone else for this work?	<i>(delete non applicable)</i> Yes No Maybe
71	If applicable, provide details:	

72	Has the University's IP office been engaged in discussions around the proposed research?	<i>(delete non applicable)</i> Yes No
73	If applicable, provide details:	

SECTION 8: CONFIRMATIONS

Question No.	Question	Response
74	Please confirm that your project and IAA application has the approval of a suitable authority within your university. Please note, if successful, you will be required to provide evidence prior to funding being released (e.g. Head of Department approval or equivalent)	<i>(delete as appropriate)</i> Yes No
75	Please confirm that this project has been approved through your internal University Research Ethics process. Please note if successful, that you will need to complete a specialist Cyber Ethics Process prior to funding being released.	<i>(delete as appropriate)</i> Yes No
76	Please confirm that the Principle Investigator and any Co-Is have completed the relevant HERSA training. All academic participants will need to complete HERSA export control training prior to commencement of funding. For more information, please see https://hersa.co.uk/?action=about	<i>(delete as appropriate)</i> Yes No

SECTION 9: SUBMISSION AND NEXT STEPS

What happens after you have submitted your application:

Once the decisions have been agreed, you are informed of the final decision on your application by email. This decision is final and there is no right of appeal.

Assessor feedback is provided to successful and unsuccessful applicants and is made up of the comments supporting the scores given by assessors. Your notification email will state when feedback will be available. The assessor feedback is intended to be constructive. Contradiction in your feedback may suggest that your proposal could be clearer or better justified, as well as reflecting the different views of assessors.

Your feedback may contain points or comments that you may disagree with. The comments provided will be based on the individual assessors' interpretation of your project idea and may vary considerably. No additional feedback will be provided and addressing feedback with CyberFocus assessors in question is not permitted. You may wish to address assessor feedback in a resubmitted application should you be eligible. Addressing assessor feedback in a previously submitted application does not guarantee success. The onus is on you to determine whether acting upon feedback will strengthen a decision to resubmit an application.

There is no right of appeal against the feedback provided. The CyberFocus team will not enter any discussions or complaints regarding the scientific or technical decision made regarding your application.

Question No.	Question	Response
77	Please confirm you understand and will adhere to the above.	<i>(delete non applicable)</i> Yes No