



The University of Edinburgh

Campus Innovation Account Award 2026-2027(CIAA) Application Form

COMPLIANCE WITH DATA PROTECTION LAWS:

In accordance with the Data Protection Laws, the personal data provided on this form will be processed by the University of Edinburgh (the "University"), and may be held on a computerised database and/or manual files. Further details can be found in the guidance notes.

For the purposes of this form and the Guidance Notes "Data Protection Laws" shall include: (a) any applicable law, statute, declaration, decree, directive, legislative enactment, order, ordinance, regulation, rule or other binding restriction (as amended, consolidated or re-enacted from time to time) which relates to the protection of individuals with regards to the processing of personal data, including the retained EU law version of the General Data Protection Regulation (EU 2016/679) ("UK GDPR"), the Data Protection Act 2018, and all other legislation enacted in the UK in respect of the protection of personal data, as well as the Privacy and Electronic Communications (EC Directive) Regulations 2003; and (b) any code of practice or guidance published by the UK Information Commissioner's Office (or equivalent regulatory body) from time to time. Further information regarding how the University will process your personal data may be found in the section entitled "Data Protection" of the Guidance Notes.

PLEASE COMPLETE EACH SECTION OF THIS APPLICATION FORM. PLEASE ENSURE YOU REFER TO THE GUIDANCE NOTES WHICH ACCOMPANIED THIS APPLICATION FORM FOR DETAILS OF ELIGIBILITY, PROJECT REQUIREMENTS AND THE TERMS OF THE CIAA COLLABORATION AGREEMENT REFERRED TO IN SECTION 10 BELOW.

In all of the following sections and Appendix 1 to this Application Form (Minimum Financial Assistance Notification), please replace the text in red with your responses, boxes will expand as you write in them to accommodate your text.

SUMMARY INFORMATION

Project Title	<i>Title</i>
Business Name/Academic	<i>Name of Business/Academic (as applicable).</i> <i>Please select if you (and your collaborators/service provider/facility access provider/consultant, if applicable) are:-</i> Roslin Innovation Centre (RIC) tenant/member <input type="checkbox"/> Other BBSRC Campus and Institute network tenant/business <input type="checkbox"/> Other UKRI Research and Innovation Campus tenant/business <input type="checkbox"/>



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Business/Academic lead contact	<p><i>Lead Applicant's Name:</i></p> <p><i>Job Title:</i></p> <p><i>Email address:</i></p>
Type of project	<p><i>Please select from the following list:</i></p> <ul style="list-style-type: none"> • Sole Innovation project (no collaboration) <input type="checkbox"/> • Collaboration with academic researcher <input type="checkbox"/> • Collaboration with other RIC tenant/member student placements <input type="checkbox"/> • Access to facilities <input type="checkbox"/> • Access to services <input type="checkbox"/> • Access to capability and skills, such as academic know-how and consultancy services <input type="checkbox"/> • Other (add narrative on line below) <input type="checkbox"/> <p>_____</p> <p>Collaboration/service/facility access/consultancy/placement is with (if applicable):</p> <p>UoE academic/facilities <input type="checkbox"/></p> <p>Easter Bush academic/facilities <input type="checkbox"/></p> <p>Other BBSRC Campus and Institute network tenant/business <input type="checkbox"/></p> <p>Other UKRI Research and Innovation Campus tenant/business <input type="checkbox"/></p> <p>Is the project:</p> <p>New relationship <input type="checkbox"/></p> <p>Strengthening existing relationship <input type="checkbox"/></p>
Co-Applicant(s) (please copy and paste for additional Co-Applicants)	<p><i>Co-Applicant(s) (who will also be in receipt of CIAA award). This can be either an academic(s); academic facility/ies or business(es): please provide:</i></p> <p><i>Co-Applicant's Name:</i></p> <p><i>Job Title:</i></p> <p><i>Email address:</i></p>
Application Date	<i>Date</i>
Proposed Project Start Date	<i>Date (not earlier than 28 August 2026)</i>
Proposed Project End Date	<i>Date (not later than 28 February 2027)</i>

The close date for the call applications is **29th June 2026**
 All applications and any associated documents should be emailed as a PDF to RIC.Director@ed.ac.uk



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PROJECT DETAILS

1. What is the overall aim of the Project? (up to 300 words)

Provide a lay summary of the project, which should include the aim and key objectives of the project described in this Application Form (the "Project")

2. CIAA remit (up to 300 words)

Provide a brief description of how this Project meets the Eligible Projects criteria set out within the Guidance Notes

3. Other previous Funding (up to 300 words)

Provide details of any other public funding that has been secured from other sources that is directly relevant to this application (e.g. InnovateUK, Wellcome Trust, MRC, EPSRC,) repeat as necessary.

Grant Source:

Title:

Start date:

End Date:

Project Summary:

4. What outputs and impacts will the Project generate? (up to 300 words)

Describe what the outputs of the Project will be and the expected outcomes/impact that are anticipated. (e.g. this could include carrying out studies to obtain proof of principle data for a patent filing, new product or service gaining a better understanding of market /IP landscape, engagement with a policy maker to understand the processes involved, knowledge exchange to develop future interactions, for collaborative funding, grants, investments or job creation or other value add as a result, forming new partnerships or collaborations extending beyond one project, new early-stage companies or tenants anchored to the BBSRC Campus and Institute network, Other UKRI Research and Innovation campuses, industry contributions to projects, joint academic-industry publications, capability enhancement, availability of skills/facilities/expertise, policy or social outcomes). Indicating a timeline for any expected outcomes/impact from the project objective outputs, short, medium or long-term.

In particular describe any evidence you have that the Project will help address a need identified within the market (please feel free to provide non-confidential market intelligence or patent landscape information as you may wish to share).



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5. Project Plan (up to 600 words)

Describe the work phases to be carried out, who will be carrying out each work phase, anticipated outputs/deliverables of each work phase; specifics of each participants expertise and their value to the project, including any external contractors; reporting expectations; the overall timescale of the Project including timeframes of each phase and the resource requirements for each (the "Project Plan Timeline"). Highlight any risks and how these will be mitigated.

6. Breakdown of Funds Requested from CIAA

Applicants should refer to the section "Eligible Project Costs" within the Guidance Notes and also note that:

- For any applicant or Collaborator that is not an academic institution, such business(es) shall be awarded 50% of the Total Project Costs up to a cap of £30,000. Such business(es) shall be required to match fund the remaining 50% of the Total Project Costs (cash and/or in kind) for projects which have Total Project Costs not exceeding £60,000. Projects with a total project value exceeding £60,000 shall receive no more than £30,000 from the CIAA award and the successful business(es) shall be required to meet the balance of such Total Project Costs in excess of £60,000.
- The maximum amount of CIAA award that will awarded to successful applicants will not exceed £30,000 for the period to 28 February 2027. For the avoidance of doubt, the value of any award of CIAA funding made to a single business will not exceed £30,000 (exclusive of any matched/leveraged contribution) for the period to 28 February 2027. As such, a business is able to either (i) submit multiple project applications, subject to the total amount of funding awarded to it within those multiple projects for the period to 28 February 2027 being capped at £30k; or (ii) submit a project value for any one project with Total Project Costs of £60,000 or higher (which, if higher than £60,000 will be subject to the £30,000 cap on funding awarded from the CIAA account).

Applicants should provide a:

- Breakdown of each of the eligible Project Costs associated with the Project for each party listed in the Summary Information above using the table below; and
- Detailed justification of the Project Costs you are requesting against each eligible Project Cost within column 3 of the table below. Please add new lines to the table as required.

Description	Partner Organisation	Cost	Cost Justification
Project Staff Cost(s)		£	
Travel and subsistence		£	
Consumable(s)		£	
Other direct costs (please specify)		£	<i>This includes any specialist publications such as technical reports; field work/fees, access to research infrastructure; consultancy fees incurred through the BBSRC strategically funded institutes etc. – please take a new table line for each relevant cost</i>
Total amount of CIAA funding requested		£	



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7. Other sources of financial support for this project (match funding)

As stated above, at least 50% of the Total Project Costs must be match funded by the business(es) listed within the Summary Information above. Applicants should provide a:

- Breakdown of each source of cash or in-kind match funding contribution associated with the Project for each business using the table below.
- Detailed justification demonstrating how the value of each in-kind match funding contribution (if any) has been calculated within column 4 of the table below.

Source of cash or in-kind contribution	Type of Funding (Cash or in-kind)	Value of Funding £	Justification for Value of in-kind match funding
Applicant/Lead Applicant:			
<i>List sources of cash or in-kind contributions of relevance to this application including the nature of the support i.e. staff time, consumables, facilities access etc. and the monetary value (Please repeat this row for each separate source of cash or in-kind contribution).</i>			
Source of cash or in-kind contribution	Type of Funding (Cash or in-kind)	Value of Funding £	Justification for Value of in-kind match funding
Business No. 2: Please copy and paste this section of the table and complete it for each Co-Applicant named who are a business (if applicable)			
<i>List sources of cash or in-kind contributions of relevance to this application including the nature of the support i.e. staff time, consumables, facilities access etc. and the monetary value (Please repeat this row for each separate source of cash or in-kind contribution).</i>			



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8. Subsidy Control Declaration

The subsidy being offered for this call is by way of the Minimal Financial Assistance provisions under the Subsidy Control Act 2022, and the applicant/lead applicant and/or any other non-University of Edinburgh party requesting funding under this Application Form (as the case may be) must read, complete and sign the Minimum Financial Assistance Notification forming Appendix 1 of this Application Form.

9. Statement to offer support to your application (if applicable)

Statements of support can be included to endorse the project. Include any letters of support from 3rd parties or business executives

10. Acceptance of terms of CIAA Collaboration Agreement

Where the Project is a collaboration with the University of Edinburgh, by your signature on behalf of the business in Section 11 below you accept the terms of the CIAA Collaboration Agreement contained within Appendix 2 to this Application Form

11. Signature – please sign and date this form before submission - *please copy and paste this signature box for signature by each Co-Applicant*

Please submit your application form and any associated documents as a PDF to
RIC.Director@ed.ac.uk



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APPENDIX 1: SUBSIDY CONTROL: MINIMUM FINANCIAL ASSISTANCE NOTIFICATION

Applicant Name	<i>Name</i>
Organisation Name	<i>Organisation Name</i> (the "Organisation")
Project Title	<i>Project Title</i>

Subject to the Applicant being successful in the award of CIAA award funding, following evaluation of this Application Form, the University of Edinburgh shall offer the Organisation a Minimum Financial Assistance (MFA) subsidy under the Subsidy Control Act (2022), subject to your agreement to, and compliance with, the terms and conditions set out below relating to MFA and any other terms of the subsidy specified by the University of Edinburgh within the Award Letter Terms and Conditions to be issued to successful applicants.

The amount of MFA offered will be no more than the total amount of CIAA award funding requested by the Applicant/Lead Applicant or other non-University of Edinburgh party requesting funding under this Application Form (as applicable) in its response to Section 6 of this Application Form. Before awarding any CIAA funding and making any payment of CIAA funding, the University of Edinburgh requires written confirmation from the Applicant/Lead Applicant and each other non-University of Edinburgh party (as applicable) that receipt of the payment of the CIAA funding will not exceed such Applicant's/Lead Applicant's or each other non-University of Edinburgh party (as applicable) MFA threshold of £315,000 cumulated over this and the previous two financial years, as specified in section 36(1) of the Subsidy Control Act (2022). This means you must confirm that the Organisation*, as Applicant/Lead Applicant or other non-University of Edinburgh party (as applicable), have not received more than £315,000 minus the value of the CIAA subsidy funding being claimed within this Application Form in MFA subsidies or comparable types of subsidies (see section 42(8) of the Subsidy Control Act) between 1 April 2023 and this date.

The University of Edinburgh takes this opportunity to remind you that the Organisation, as Applicant/Lead Applicant or Collaborator (as applicable), is required to keep a written record of the amount of MFA it has received and the date(s) when it was received. The written record must be kept for at least three (3) years beginning with the date on which the MFA was given. This will enable the Organisation, as Applicant/Lead Applicant or Collaborator (as applicable), to respond to future requests from public authorities on how much MFA you have received and whether you have reached the cumulative threshold.

Confirmation must be sent by someone who is authorised to do so on behalf of your organisation.

I confirm, for and on behalf of, [**Please insert the name of the Organisation**] that receipt of MFA of no more than the total amount of CIAA funding requested by us in our response to Section 6 of this Application Form (£[**insert amount**]) from the University of Edinburgh will not exceed [**Please insert the name of the Organisation**]'s MFA threshold, as specified in section 36(1) of the Subsidy Control Act (2022).

I have authority to make this declaration on behalf of my Organisation

Organisation Name:	<i>Organisation Name</i>
Signature:	<i>Signature</i>
Name:	<i>Name of Authorised Signatory</i>
Position:	<i>Job Title</i>
Date:	<i>Date of Signature</i>

* The MFA financial threshold applies at company group level.



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APPENDIX 2: CIAA COLLABORATION AGREEMENT

Please double click on the embedded file below to view the terms of the CIAA Collaboration Agreement. Please contact the RIC Director (RIC.Director@ed.ac.uk) if you experience any problems in opening the embedded file.



R4452 - Template
CIAA Collaboration Ag