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Instructions for submitting ICiC 2021 applications

Applications must be submitted via the [online portal](https://www.imperial.ac.uk/research-and-innovation/research-office/funder-information/funding-opportunities/internal-funding-opportunities/icic/apply).

There are two parts to the ICiC 2021 application, Part A is an online form we are using to gather various pieces of information on your project, and Part B requires various documentation to be uploaded via the [online portal](https://www.imperial.ac.uk/research-and-innovation/research-office/funder-information/funding-opportunities/internal-funding-opportunities/icic/apply/).

**Part A – PI details, ethics and IP** (complete [online](https://www.imperial.ac.uk/research-and-innovation/research-office/funder-information/funding-opportunities/internal-funding-opportunities/icic/apply))

* PI and co-investigator details
* Details of collaborators
* Details of industry partners (if applicable)
* Project title, modality and research area
* IP information
* Home office licence
* Ethics

At the end of this online portal, you will be asked to upload the material below

**Part B – Research plan details and approvals** (upload via [online portal](https://www.imperial.ac.uk/research-and-innovation/research-office/funder-information/funding-opportunities/internal-funding-opportunities/icic/apply/))

1. **Project plan form** (this form)
2. The Worktribe summary statement
   1. Plus Royal Marsden costs (where applicable)
3. Email of costings approval from all Departments involved
   1. Plus Royal Marsden (where applicable)
4. HoD approval email
   1. Plus Royal Marsden Clinical Research Lead approval (where applicable)

*Please include PI surname at beginning of all file names*

**Please ensure you have read the** [**ICiC guidelines**](https://www.imperial.ac.uk/media/imperial-college/research-and-innovation/public/ICiC-Application-Guidelines-Sept-2021-final.pdf) **thoroughly, and complete all relevant sections as required.**

**Incomplete applications will not be considered.**

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***1 - Project plan form – ICiC 2021***

***All sections must be completed – incomplete applications cannot be reviewed by panel***

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| 1. **Applicant details** | | | |
|  | **Lead applicant** | | **Co-applicant** |
| Name |  | |  |
| Email |  | |  |
| Telephone |  | |  |
| Faculty/Department |  | |  |
| **Worktribe PA number** | |  | |
|  | |  | |

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| **2) Project title** (up to 20 words) |
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| **3) Non-confidential project description** – **max 600 words**  *Include relevant scientific background, any preliminary data and the proposed project approach, the project’s current status and its primary objectives.* |
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| **4) Outline project objective, plan and milestones** – **max 400 words**  *What are the objectives and how will they be achieved? Summarise the work plan, including two-three milestones (one being the project end). For each define the success criteria that will be used to ascertain if the milestone has been met. Applicants may submit project timeline information diagrammatically.* |
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| **5) Need and rationale** **for therapeutic/diagnostic/medical device – max 300 words** |
| *What is the clinical need that you are seeking to address?*  *What is your proposed solution for meeting this need?*  *What evidence is there for your proposed solution meeting the targeted need (e.g., relevant publications, patents, preliminary data, etc.)?* |

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| **6) Ability to deliver and follow on** – **max 400 words** |
| *Describe the ability of the applicant/team to deliver the project (e.g., track record, expertise in specific area, staff in place).*  *Detail plans and timelines for the development of an application for follow-on funding proposals to MRC DPFS/DCS (or similar schemes)*  *Describe the route to clinic/market*  *Do you have the appropriate staff in place to carry out the proposed work - and to commence by March 2022?*  Y  N |

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| **7) Market competitiveness – max 300 words** |
| *Describe the competition in the area/market competitiveness of your proposal*  *What is the competitive advantage of your proposed solution?* |

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| **Sections 8 and 9 - only to be completed where applications include an industry partner** |
| **8) Identify what each organisation is contributing – max 200 words**  *Materials, expertise, facilities, etc. Please list any materials that will be transferred between parties, and flag expected needs for MTA’s. Candidate drugs should not normally be considered for material transfer due to sensitivity. If needed for the project, this will require approval by the Joint Steering committee.* |
|  |
| **9) Location of the research – max 200 words**  *Will it take place entirely at Imperial College London or will some parts be undertaken elsewhere?* |
|  |
| **10) Further information – max 200 words**  *Please provide further information about the nature of the relationship with any named commercial collaborators, including any agreements reached regarding IP flow. Please also include further information about any previous commercial funding that has facilitated the research to-date.* |
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| **Contacts**  **Imperial**   * General queries: [confidenceinconcept@imperial.ac.uk](mailto:confidenceinconcept@imperial.ac.uk), or Kimberley Trim [k.trim@imperial.ac.uk](mailto:k.trim@imperial.ac.uk) * Industry collaboration and IP queries: Vjera Magdalenic-Moussavi ([v.magdalenic@imperial.ac.uk](mailto:v.magdalenic@imperial.ac.uk)) and Stephanie Morris ([stephanie.morris@imperial.ac.uk](mailto:stephanie.morris@imperial.ac.uk)) * Imperial costing queries: Julie Williams ([j.williams@imperial.ac.uk](mailto:j.williams@imperial.ac.uk)) or Scott Wheatley [(s.wheatley@imperial.ac.uk](mailto:(s.wheatley@imperial.ac.uk))   **Royal Marsden**   * The Royal Marsden application queries: [cancerbrc@rmh.nhs.uk](mailto:BRCsubmission@rmh.nhs.uk), 020 3186 5415, 020 7808 2603 * The Royal Marsden IP-related queries: Alan Stuttle, alan.stuttle@icr.ac.uk, 020 8722 4559 * The Royal Marsden costing enquiries: [cancerbrc@rmh.nhs.uk](mailto:BRCsubmission@rmh.nhs.uk)   **AZ Innovation Fund**   * Jonathan Wingfield ([Jonathan.Wingfield@astrazeneca.com](mailto:Jonathan.Wingfield@astrazeneca.com))   **BI Innovation Catalyst Fund**   * Laura Corradini ([laura.corradini@boehringer-ingelheim.com](mailto:laura.corradini@boehringer-ingelheim.com))   **Yuhan Innovation Fund**   * Jisoo Lim ([jlim6830@yuhan.co.kr](mailto:jlim6830@yuhan.co.kr)) |