

SCSP Innovation Fund Frequently Asked Questions (FAQ) Updated 10th September 2024 - Final

- FAQs will be continually updated based on frequency of questions asked.
- The final FAQ version will be uploaded by **midday on Tuesday 10th September**. Please refer to these FAQs as a guide until this date.

1. How and when can I ask questions until?

Questions can be asked by email to 5GFund-GCR@glasgow.gov.uk up until midday on Monday 9th September 2024. Each question will be anonymised. **Please clearly label your email with "5GFund Question" in the email title.**

2. How do I apply?

Applications forms are online and must be submitted via the SCSP Innovation Fund web page. The application pack, including briefing, guidance notes, example application and FAQs, will be available for download.

3. Who is eligible to apply for the fund?

Eligible applicants include SMEs, charities, CICs, social enterprises, and housing associations operating within the Glasgow City Region, see full list in the guidance notes for all eligible organisations.

4. As a consortium, can we still apply?

Yes, the fund will accept consortium bids. However, you will need to be clear on which organisation will receive the funds (e.g. who will be on the self declaration form of the Minimal Financial Assistance).

5. What projects are included for funding?

Projects must align with one of the three key themes: Smart Social Housing, Connected Care and Wellbeing, or Data Aggregation and Business Intelligence.

The fund supports projects that test and implement 5G and advanced wireless technologies to improve housing, health and care, or data-driven services. Projects must demonstrate clear community benefits and align with the fund's strategic goals.

6. What level of funding is available?

Grants range from £10,000 to £100,000, depending on the scope and scale of the project. Applicants should request only the amount needed to effectively deliver their project.

7. When is the deadline for applications?

The deadline for submitting your application is midday on 16th September 2024.

8. Can you extend the closing date for applications?

No, unfortunately the deadline is fixed and will not be extended.

9. When do projects need to start and finish?

Projects must start as soon as possible after funding is awarded and be completed by 31st March 2025.

10. Can the project deadline be extended beyond 31st March 2025? No, it is a condition of the fund that all projects are completed on or before 31st March 2025.

11. What support is available during the application process?

To support applications the support pack consists of a briefing overview, a guide to completing the application form, an example application form, FAQs and the ability to ask questions by email up until midday 9th September. All questions will be anonymised, and this FAQ document will be regularly updated.

12. The funding criteria ask about outcomes and benefits. Should I include both direct and indirect benefits for the following groups, community / partners / stakeholders?

List as many benefits as possible both direct and indirect. If you believe that, in addition to the community benefits, there are also social and/or wider economic benefits/value that can be brought to the GCR as part of the project, please include as many benefits as possible.

13. How will applications be assessed?

Applications will be evaluated against specific criteria, including governance, project feasibility, expected outcomes, financial planning and sustainability. Each section is weighted, as indicated by the percentage weighting given to each section. The marking criteria range from 0 to 5, based on how well the application meets the requirements. For more information on scoring, please see the guidance notes.

14. What Technology Readiness Levels (TRL) are acceptable for grant funding?

While each project will be expected to outline their technology readiness level, a general guide is that TRL should be at or above 3 (Proof of Concept Validation) for the projects.

15. Does funding at the UK-wide level count towards the lead organisation's Minimal Financial Assistance (MFA) under the Subsidy Control Act 2022

Funds received under MFA should be stated in any previous award letter. All organisations are responsible for seeking their own legal advice regarding MFA. Each organisation provided with a grant award will be required to provide a self-declaration that they have not breached MFA rules.

Both UK Innovation and Research Council and Scottish Enterprise provide a guide on MFA that organisations may find useful.

Updated FAQs 02.09.24 through 10th September, can be found overleaf

16. Who is eligible to bid for funding?

A wide range of organisations are eligible to bid.

Detailed eligibility information is available in the guidance notes and through a dropdown list in the application form.

Eligible entities include SMEs, Limited Companies (of any size), Community Interest Companies (CICs), Scottish Charitable Incorporated Organisations (SCIOs), Constituted Charities/Voluntary Sector Organisations (including unincorporated), Housing Associations, Friendly, Mutual or Registered Societies, Colleges, Universities, Individuals, Sole Traders, or Limited Companies that are part of a recognized local enterprise or innovation group (e.g., Accelerators, Incubators, Catapults, etc.).

17. Can we apply more than once with different initiatives?

Yes, if you have more than one project, you can submit multiple applications. However, only one application should be submitted per project.

18. Can we partner with Local Authorities who are not eligible to apply for the fund?

Yes, Local Authorities within the GCR, while not eligible to bid themselves, can be part of your stakeholder or consortium group.

Please note that Local Authorities are not eligible to receive any funds directly from this grant.

19. What is the total fund value?

The total fund is approximately £600,000. If any additional underspend is realised from existing core projects, it will be added to the fund.

20. Will I receive all the project funds in one go?

No, projects will be funded in instalments over the duration of the project. Each payment will be made in advance of an agreed project milestone, to allow for that milestone to be undertaken.

21. Can I use the fund to purchase sensor or monitoring equipment?

Yes, sensor or monitoring equipment used within the project scope can be purchased using the fund.

22. Will I be expected to return any sensors or monitoring equipment to GCR?

No, GCR expects you to include a sustainability plan in your project delivery, demonstrating how you will use these devices after March 31st, 2025. Or you can outline a decommissioning plan for any devices used in the project.

23. Am I expected to highlight how many devices or sensors our organisation will be purchasing?

Yes, you will need to specify the number of devices you plan to purchase, linked to the number of individuals or community groups expected to participate in the project.

24. Does our organisation need to outline the sample size and expected outcomes for our target population?

Yes, you are expected to specify who you aim to support, such as:

- "We expect to support 25 service users during this project, each of whom will see a 15% reduction in hospital admissions."
- "We are expecting 15 more service users from a different demographic (please specify) to participate, and we expect to reduce stress levels by X% over time (please be specific). This will be measured by [include your measurement method]."

Each project will have its own aims and objectives. If you are tracking multiple metrics, you will need to list them all.

Hints and Tips

- **Be specific and clear about your problem statement.** Clearly identifying who you are targeting and explaining why this group is your focus is crucial. This clarity is important because it shows that you understand the issue and the needs of your target group, which strengthens your case for funding.
- Projects with vague or broad targets often fail to demonstrate a solid plan, reducing the chances of passing the initial assessment.
- **You need to have specific metrics** in place that you will measure throughout your project. If these metrics are not clear, your application will not pass the first assessment stage. Metrics allow you to measure success and show the impact of your project, making it easier to justify the funding you request.

- **Ensure clarity on your finances.** For example, if you plan to purchase equipment, clearly specify the number of units being purchased and their cost. This level of detail helps reviewers assess the feasibility and value of your budget.
- **Delivery needs to be achievable within the time frame.** Ensure your project plan clearly demonstrates that all key activities and outcomes can be realistically delivered within the fund's timeline. Projects that appear overly ambitious or fail to account for potential delays are less likely to pass the initial assessment stage.
- **Sustainability matters.** You need to provide a clear **sustainability plan** that outlines how the outcomes of your project will be maintained after the initial funding period or how you will be able to scale your project. This could involve plans to secure additional funding, partnerships for long-term support, or how the project's success will continue to deliver value. Projects that show long-term impact and scalability are more likely to succeed in the assessment process.
- If you choose not to use the notes section add N/A to allow the submission.

FAQ's have now closed.

*Should your question be project critical and **not covered** in the application pack, e.g. briefing or guidance documents nor the FAQs please email the 5Gfund-GCR@glasgow.gov.uk and we will endeavour to try to assist.*