



The Sussex Knowledge Exchange and Impact Support Programme Innovation Fellowships

1. Background

The Innovation Fellowship is a new initiative for 2023-2025. It is a new category of Innovation Fellowship. Each fellowship has a maximum award value of £10,000, with a total of four (4) projects expected to be funded under this category. This is open to only previous KE and Impact Fellowship

recipients of Innovation or Business Development Funds.

The Innovation Fellowship seeks to cultivate a culture of innovation and entrepreneurship within the university. It aims at empowering researchers and their external partners to turn their groundbreaking ideas into impactful solutions that tackle real-world challenges.

Objectives

Facilitate partnerships between the university,

industry, and government to accelerate the development and implementation of new technologies, and contribute to and lead on challenges aimed at increasing links with industry and business.

Use KE activities to ensure that the innovations developed through the Fellowship have a measurable positive impact on society and the economy.

Projects must centre around knowledge exchange activities, and those involving only higher education partner (s) will not be eligible.

Relevant activity which might be funded through the Innovation Fellowships category includes;

Proof of concept Development: creating a preliminary model or prototype to demonstrate the feasibility of an idea or concept

Market Research & exploring commercial models: Conducting studies to understand market needs and potential for new innovations.

Collaborative Projects: Initiatives that involve partnerships between the university and industry to co-develop novel approaches, new technologies, products or services.

Entrepreneurship Training: Workshops and courses to equip fellows with



2. Innovation Fellowships details

This is open to only previous KE and Impact Fellowship recipients of Innovation or Business Development Funds.

This stream supports projects that are at a more advanced stage of development. It is expected that these projects will have established partnerships and well-developed, potential viable outcomes from prior engagements to build upon.

Applications will be assessed against the following equally weighted criteria:

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Ineligible costs

- Paying PhD students
- Salary buy-outs or permanent staff time
- Estate and indirect costs
- Conference participation
- Publications, journals or book launch
- Projects that involve another HE external partner only

4. Application process

Applicants can only submit a single application to this call.

Applications will need to be set up, costed and approved on Worktribe, the University's research management system. **Worktribe approvals must also be submitted and completed by 5pm on 10th January 2025.** Applications and Worktribe approvals received after this date will not be considered.

Applicants need to complete the relevant application forms (downloaded via the links below) and email them to research.initiatives@sussex.ac.uk by **5pm on 10th January 2025 after completing approvals on Worktribe.**

[Innovation Fellowship Application Form](#)

To access Worktribe you must complete the mandatory LearnUpon training 'Introduction to Worktribe'. Guidance on accessing Worktribe is available on the internal [Worktribe webpages](#). Please note, following completion of the training, it can take up to 1 week for Worktribe access to be given so we advise you to complete the training module as soon as possible.

If you would like to start your project costing on Worktribe and do not yet have access, you can email research.initiatives@sussex.ac.uk with details of your project. The team will set up your project costing on Worktribe so that you can see and edit it once you do gain access.

Worktribe process:

In Worktribe, go to 'Opportunities' and 'Browse Opportunities'. Select the opportunity 'INTERNAL Knowledge Exchange and Impact Support Public Community Engagement Fellowships' (Funder: University of Sussex). Create your application from this opportunity ('Create Project') as this will pre-populate scheme information in your project record. Please select 'Add to My Opportunities' so that we can gauge interest levels and provide support.

When you have created the project from the opportunity, complete the mandatory fields (marked with an asterisk):

Project Title:



Funder	University of Sussex
Scheme	Select the relevant scheme/strand from the drop down
Project Lead	Your Name
Lead Org Unit	Your department

And 'Create Project'.

Once your project has been created in Worktribe you can (a)-3.34.9 (a)r64.32 Tm()TjETEMC /Artifact 4MCID 14 9

Activities are expected to start by 1st March 2025 at the latest and must be concluded by 30th June 2025. Unspent funds cannot be rolled beyond 30th June 2025.

5. Assessment Process:

- The application process is overseen by Prof Debbie Keeling, Deputy PVC for Knowledge Exchange, and managed by Nana Yankah, Programme Consultant, Sussex Knowledge Exchange and Impact Support Programme.
- The panel reviewing applications will comprise academics and professional services colleagues
- All applications need to be logged on **Worktribe** by 10.00 on Tuesday 10th June 2025.