# Innovation Funding Full Application Form

This form is provided as a working document, please complete the full application form on the NCCPE website.

Name:

Email:

Institution of the applicant:

## About you

Please describe your civic partnership and how you intend to organise your consortia if you are applying as one. (Up to 300 words)

## About the project

1. Please elaborate on the project you intend to undertake as part of the NCIA Innovation Funding. Explain how you came to identify the need for the project and why it is important for others in the sector that this work is done. (Up to 500 words).
2. What outcomes are you hoping your project will achieve and how will the NCIA Innovation Funding help you achieve these? (up to 300 words)
3. What support do you think the NCIA could offer your proposed project and how do you imagine the NCIA may benefit from supporting your project idea? (up to 300 words)
4. Please outline and justify your approach including;
	* What activities do you envisage?
	* Who will you involve and how?
	* What will success look like?
	* What risks might there be and how will you work to mitigate these?
	* Through what mechanisms will you influence change?
	* How will the work be shaped by your approach to equality, diversity & inclusion?
	* What ethical considerations and challenges might the work encounter? (Up to 800 words)

## Budget and Timeline

1. Budget
	1. Total amount requested (in £ Sterling), between £5,000 and £15,000 (Inclusive of VAT).
	2. Please provide a high-level budget breakdown, outlining all staff and project costs. [Please note, we are only able to pay direct costs and so are unable to pay institutional overheads].
	3. Budget Justification: Please explain how you have estimated these costs. (up to 400 words)
2. Please provide a simple timeline outlining the key areas of work, milestones and dependencies. Work must start before September 2024 and take place between 1st August 2024 and 31st March 2025.