

The Royal Society of Edinburgh
Scottish Enterprise/Royal Society of Edinburgh
ENTERPRISE FELLOWSHIPS

Before completing your application please take a moment to answer a couple of questions about how you came to apply for the programme.

Q1. How did you first hear about the Scottish Enterprise/Royal Society of Edinburgh Enterprise Fellowships programme? (please tick one)

SE or RSE Website	<input type="checkbox"/>	Press	<input type="checkbox"/>	Conference presentation	<input type="checkbox"/>	University Research & Innovation Department	<input type="checkbox"/>
Professional or industry body	<input type="checkbox"/>	Colleague	<input type="checkbox"/>	Supervisor/mentor	<input type="checkbox"/>	Past Enterprise Fellow	<input type="checkbox"/>
Other (please specify):							

Q2. Who or what has been most influential in helping you to decide to make this application? (please tick one)

SE or RSE Website	<input type="checkbox"/>	Press	<input type="checkbox"/>	Conference presentation	<input type="checkbox"/>	University Research & Innovation Department	<input type="checkbox"/>
Professional or industry body	<input type="checkbox"/>	Colleague	<input type="checkbox"/>	Supervisor/mentor	<input type="checkbox"/>	Past Enterprise Fellow	<input type="checkbox"/>
Other (please specify):							

The Royal Society of Edinburgh

Scottish Enterprise/Royal Society of Edinburgh

ENTERPRISE FELLOWSHIPS – APPLICATION FORM

Please read the attached regulations carefully before completing this application form. This form should be completed in **typescript and saved in Word format** and returned no later than **Friday 6th November 2009**. Interviews will take place at the RSE on **26 and 27 January 2010**. Only applicants available for interview will be considered for an award.

Applicable market – please tick all that apply					
Aerospace, defence & marine		Chemical sciences		Construction	Digital markets & enabling technologies
Energy		Food and drink		Financial services	Forest industries
Life sciences		Textiles		Tourism	Convergent areas

FOR OFFICE USE ONLY			
REC	SC	DSCN	INF

Data Protection Consent

The RSE accepts and processes your personal data which is held on an RSE database. The RSE holds this data in confidence and will not release it to any third party without your consent (see also Regulation 12). Please read the statement below and tick the box provided if you agree to its provisions. Please note that if you do not agree RSE may not be able to process your application or award an Enterprise Fellowship to you.

I confirm that by completing this application form I accept and consent to the transfer of my personal data to Scottish Enterprise and its auditors, agents including any supplier processing such data and to third parties involved with the delivery audit, review and evaluation of the Enterprise Fellowship Programme, in each case for the purpose of evaluating my application for an Enterprise Fellowship, the conduct by me of any such Enterprise Fellowship, and for auditing, evaluating and reviewing the Enterprise Fellowship Programme as a whole or in part and all related programmes.

Please Tick

1.

PERSONAL DETAILS

Surname :

Forenames :

Correspondence address :

Telephone number :

Fax number :

E-mail :

Do you require a visa to work in the UK?

If yes:

- a) Are you in possession of one?
- b) Are you in the process of applying for one? (If so when do you expect to hear the outcome of your application?)
- c) How long will your visa last?
- d) If it does not last beyond the end of the Fellowship please provide evidence that you will be able to remain in Scotland after the end of the Fellowship (see Regulation 6)

3.

CAREER HISTORY:

Please give details of all degrees and qualifications gained and positions held.

4.

PROPOSED BUSINESS IDEA:

Please give below the **title and summary** of your business idea indicating the nature of your proposal written in layman's terms. A more detailed account of the business idea (3 pages x A4) in accordance with the regulations should also be included with the application (see attached).

5. **HAS THE BUSINESS THE APPLICANT SEEKS TO DEVELOP DURING THE ENTERPRISE FELLOWSHIP BEEN INCORPORATED?**

YES NO

6. **HAS THE APPLICANT RECEIVED DE MINIMIS PUBLIC SUPPORT IN RELATION TO THE BUSINESS THEY SEEK TO DEVELOP THROUGH AN ENTERPRISE FELLOWSHIP IN THE LAST THREE YEARS?**

YES NO

If NO, then go to Question 7.

If YES, please confirm the total level of de minimis support received during this period? (See Regulation 17)

7. **WHY DO YOU WISH TO CHANGE CAREER AND CREATE A NEW TECHNOLOGY-BASED BUSINESS IN SCOTLAND?**

8. **ARE YOU THE INVENTOR / PRINCIPAL INVESTIGATOR OF THE IDEA / RESEARCH TO BE USED AS THE BASIS FOR YOUR APPLICATION?**

YES NO

NOTE: The Inventor or PI will be required to provide written endorsement of the Fellowship application (in the form of a completed INVENTOR/PI REPORT) and may be invited to attend part of the selection interview, should the applicant be short-listed.

9. **DOES YOUR APPLICATION FOR A FELLOWSHIP REQUIRE ACCESS TO PREVIOUS IPR?**

YES NO

If NO, then go to Question 12.

If YES, then please clearly detail the previous IPR required and its ownership and status

10. **HAS THE IPR REQUIRED FOR THIS ENTERPRISE FELLOWSHIP APPLICATION BEEN LICENSED TO ANY OTHER ORGANISATION OR PERSON?**

YES NO

If NO, then go to Question 11.

If YES, please give details and status

11. **HAS WRITTEN AGREEMENT REGARDING ACCESS TO THE IPR BEEN REACHED WITH THE OWNING INSTITUTION OF THE IPR, DETAILED IN Q8 ABOVE?**

YES NO

If YES, then please provide details of the nature of the agreement.

If NO, then please provide status and details of discussions underway.

12. HAVE YOU HAD ANY INVOLVEMENT IN A PROJECT THAT HAS RECEIVED FUNDS FROM THE SCOTTISH ENTERPRISE PROOF OF CONCEPT (PoC) FUND, EITHER WITH YOUR PRESENT OR PREVIOUS EMPLOYER?

YES NO

If NO, go to Question 13.

If YES, please complete the Supplementary PoC Form attached to this application form.

13. ARE YOU ACTIVELY SEEKING FUNDING FROM OTHER SOURCES?

YES NO

If YES, please give details

If NO, please give reasons

14. PROPOSED HOST INSTITUTION

(NOTE: This Fellowship can only be held in a Scottish Host Institution)

Please give details of the institution (including department where appropriate) in which you propose to hold the Fellowship. Please indicate if you are moving from your present institution and the reason(s) for choosing the proposed institution.

15. HAS WRITTEN AGREEMENT BEEN REACHED WITH THE HOST INSTITUTION CONCERNING ACCESS TO ANY APPLICABLE IPR IT OWNS THAT IS REQUIRED AS PART OF THIS APPLICATION?

YES NO

If YES, then please provide details of the nature of the agreement.

If NO, then please provide status and details of discussions underway.

16. IF A FELLOWSHIP WERE GRANTED, WHEN WOULD YOU BE ABLE TO BEGIN?

17. OTHER EXPERIENCE AND INTERESTS

Outside activities, membership of professional societies or clubs, sports, hobbies, recreations. Please specify in particular any experience or interests which would support your potential commercialisation or entrepreneurial skills:

18. NAMES, ADDRESSES, TELEPHONE AND E-MAIL ADDRESSES OF TWO REFEREES

NB It is your responsibility to ask your referees to send a confidential report, on the form provided, directly to the Research Awards Manager (e-mail: afraser@royalsoced.org.uk)

1.

2.

19. INVENTOR/PI STATEMENT

I have read this application and the accompanying regulations and fully endorse the application for an Enterprise Fellowship to commercialise the idea/research as outlined in section 4 and the attached "Commercialisation Proposal Outline". (This statement MUST be signed by the Inventor /PI of the idea/research topic which forms the basis of this application. The inventor/PI must also provide a Confidential report, template provided with this form.)

Signature :

Date:

Name :

Position :

Email:

Institution :

20. BACKGROUND IPR STATEMENT (to be completed by IPR Owner)

I have read this application and accompanying Regulations and agree that if a Scottish Enterprise/Royal Society of Edinburgh Enterprise Fellowship is awarded to the applicant, the IPR Owner will grant rights to the detailed Background Intellectual Property Rights to the Enterprise Fellow in accordance with Regulations 25 to 28 and that the IPR Owner will carry out the due diligence required in terms of Regulation 29. (This statement must be signed by a senior member of the IPR Owner's Commercialisation Office or equivalent).

Before signing, please confirm whether written agreement on background IPR has been reached between the applicant and the IPR Owner by ticking the appropriate box below.

Written agreement on background IPR in place Not yet agreed

Signature :

Date :

Name :

Position :

Email:

Institution :

21. FOREGROUND IPR STATEMENT (to be completed by Host Institution)

I have read this application and accompanying Regulations and agree that if a Scottish Enterprise/Royal Society of Edinburgh Enterprise Fellowship is awarded to the applicant, the Host Institution will grant rights to the detailed Foreground Intellectual Property Rights to the Enterprise Fellow in accordance with Regulations 25, 30 and 31. This statement must be signed by a senior member of the Host Institution's Commercialisation Office).

Before signing, please confirm whether written agreement on foreground IPR has been reached between the applicant and the Host Institution by ticking the appropriate box below.

Written agreement on foreground IPR in place Not yet agreed

Signature :

Date :

Name :

Position :

Email:

Institution :

22. HOST INSTITUTION STATEMENT

We have read this application and agree that if a Scottish Enterprise/RSE Enterprise Fellowship is awarded to and accepted by the applicant, this institution will be bound by the Regulations, will provide the necessary facilities, and will administer the Fellowship. (This statement must be signed by the Head of the Department or Head of Business Unit of the proposed institution. Otherwise, it will not be considered a valid application)

Signature :

Date:

Name :

Position :

Email:

Institution :

23. APPLICANT STATEMENT

I have read this application and accompanying Regulations and I hereby apply for a Scottish Enterprise/Royal Society of Edinburgh Enterprise Fellowship and I hereby agree that if I am offered and accept an Enterprise Fellowship, that I shall be bound by the Regulations set out in this application form.

Signature :

Date:

Name :

Position :

Email:

Institution :

COMMERCIALISATION PROPOSAL OUTLINE

The following matters should be covered in the outline on the following 3 pages:

- Details of the market opportunity the business idea seeks to address
- Details of the technology idea or research topic on which the business idea will be based.
- The potential of the technology idea or research topic to address the market opportunity
- Any additional potential applications of the technology idea or research topic
- Any requirements for development work to be completed during the Fellowship
- Details of specified Intellectual Property Rights

COMMERCIALISATION PROPOSAL OUTLINE

COMMERCIALISATION PROPOSAL OUTLINE

**SE/RSE ENTERPRISE FELLOWSHIP
CONFIDENTIAL REFEREE REPORT
TO BE COMPLETED IN TYPESCRIPT**

NAME OF APPLICANT :
PROPOSED COMMERCIALISATION PROJECT :
PROPOSED INSTITUTION AND DEPARTMENT :

I, the above named applicant, have supplied your name and address as a referee and would be grateful if you could provide a confidential report below. **Please return this form electronically and one signed hard copy** to the Research Awards Manager, The Royal Society of Edinburgh, 22/26 George Street, Edinburgh EH2 2PQ, Scotland, UK (e-mail: afraser@royalsoced.org.uk) by the closing date of **Friday 6th November 2009**.

REFEREE'S DETAILS

SIGNED :	NAME : (BLOCK CAPITALS)
Relationship with applicant (eg Supervisor) :	

**SE/RSE ENTERPRISE FELLOWSHIP
CONFIDENTIAL REFEREE REPORT
TO BE COMPLETED IN TYPESCRIPT**

NAME OF APPLICANT :
PROPOSED COMMERCIALISATION PROJECT :
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REFEREE'S DETAILS

SIGNED :	NAME : (BLOCK CAPITALS)
Relationship with applicant (eg Supervisor) :	

SE/RSE ENTERPRISE FELLOWSHIP
CONFIDENTIAL INVENTOR/PI REPORT
TO BE COMPLETED IN TYPESCRIPT

NAME OF APPLICANT :
PROPOSED COMMERCIALISATION PROJECT :
PROPOSED HOST INSTITUTION (AND DEPARTMENT) :

I, the above named applicant, have supplied your name and address as the Inventor/Principle Investigator and would be grateful if you could provide a confidential report below. **Please return this form electronically and one signed hard copy** to the Research Awards Manager, The Royal Society of Edinburgh, 22/26 George Street, Edinburgh EH2 2PQ, Scotland, UK (e-mail: afraser@royalsoced.org.uk) by the closing date of **Friday 6th November 2009**.

REFEREE'S DETAILS

SIGNED :	NAME : (BLOCK CAPITALS)
Relationship with applicant :	

The Royal Society of Edinburgh
Scottish Enterprise/Royal Society of Edinburgh
ENTERPRISE FELLOWSHIPS – APPLICATION FORM
SUPPLEMENTARY PoC FORM

IF YOU HAVE HAD ANY INVOLVEMENT IN A PROJECT THAT HAS RECEIVED FUNDS FROM THE SCOTTISH ENTERPRISE PROOF OF CONCEPT (PoC) FUND, EITHER WITH YOUR PRESENT OR PREVIOUS EMPLOYER PLEASE GIVE DETAILS (eg nature of funding support, the project name, name of institution)

TO THE BEST OF YOUR KNOWLEDGE AT THIS TIME, WILL YOUR PROPOSED FELLOWSHIP PROJECT DEPEND UPON THE INTELLECTUAL PROPERTY DEVELOPED IN THE PoC PROJECT OR LIKELY TO BE DEPENDENT OTHERWISE ON THE OUTPUTS OF THE PoC PROJECT?

YES

NO

If NO, go to Question 13 on the application form

If YES, has your application for a Fellowship been endorsed as part of the PoC project's commercialisation plan by the relevant PoC project management group? Written endorsement is required, signed by the commercialisation officer of the Institute leading on the PoC project.

POC STATEMENT

I have read the application and accompanying regulations and responded "YES" to section 12 herein and confirm that the Fellowship has been endorsed as part of the Proof of Concept project's Commercialisation plan by the appropriate Proof of Concept management group. (This statement MUST be signed by the commercialisation officer of the institution leading on the Proof of Concept project).

Signature:

Date:

Name:

Position:

E-mail:

Institution:

SE/RSE Enterprise Fellowship Equal Opportunities Monitoring Form

The Scottish Enterprise Network and the Royal Society of Edinburgh are committed to equal opportunities as employers and as service providers. Completion of this form will allow us to monitor the uptake of our awards and assist us with achieving this commitment. All responses are optional, will remain confidential and the information will be used only for equal opportunities monitoring purposes.

1) Where did you see this Fellowship opportunity advertised?

2) **Gender:** Male Female Prefer not to say

3) **Are you an asylum seeker?** Yes/No **Been granted leave to stay?** Yes/No

4) Ethnic / Racial Origin

Please indicate how you would describe your ethnic / racial origin from the selection below. (Ethnic origin is not about nationality, place of birth or citizenship, but about colour and broad ethnic group).

White* Black-African Black-Caribbean

Indian Pakistani Black-Other

Bangladeshi Chinese Prefer not to say

Mixed Background Please specify _____

*If white, please specify Scottish English

Welsh Northern Irish Irish

Any other group Please specify _____

Not known

5) **The Disability Discrimination Act 1995 defines disability as a "physical or mental impairment which has a substantial and adverse effect on a person's ability to carry out normal day to day activities"**

Do you consider yourself to have a disability?

Yes No Prefer not to say

* Thank you for your co-operation in completing the form *