

# The Royal Society of Edinburgh

## Scottish Enterprise / Royal Society of Edinburgh Enterprise Fellowships

**The following instructions should be read carefully before completing the application form.**

- A.** The application form must be completed in typescript.
- B.** The completed form must be returned to the Research Awards Manager by 5.00 pm on the closing date, Friday 6 June 2008. **Please note that an electronic submission is required, plus one hard copy, signed by the relevant individuals.**
- C.** CVs are **not** required.
- D.** Referees' report forms should also be completed in typescript and returned in electronic form, plus one signed hard copy, directly to the Research Awards Manager by 5.00 pm on the closing date.
- E.** Application forms and referees' reports will be acknowledged, normally within two working days.

### Preamble

- i) Enterprise Fellowships are available in the following industry areas:
  - Life Sciences
  - Energy (including oil & gas and renewables)
  - Financial Services
  - Electronic Markets
  - Forestry
  - Food and drink
  - Tourism
  - Ship building
  - Aerospace
  - Construction
  - Chemicals
  - Textiles
  - And in convergent areas between these sectors
- ii) For further information on these industry areas please refer to:  
<http://www.scottish-enterprise.com>
- iii) It is strongly recommended that prior to completing the application form the applicant discusses the application with both the Research Awards Manager at the Royal Society of Edinburgh and the Scottish Enterprise Representative for the appropriate industry (names available from the web site or from the Research Awards Manager).
- iv) The application closing date is: Friday 6 June 2008
- v) The participating "Training Provider" is currently The Hunter Centre for Entrepreneurship at the University of Strathclyde, Glasgow.

### Regulations

1. The Royal Society of Edinburgh (RSE), with the support of Scottish Enterprise (SE), is pleased to invite applications for Enterprise Fellowships in the industry areas listed above and in convergent areas between them. The Fellowships are tenable for a period of **one year**, commencing on 1 October 2008. The Enterprise Fellowships are designed to encourage greater commercialisation of technology based ideas in Scotland. The Fellowships enable the holder to concentrate on developing the commercial potential of their idea, whilst also receiving formal training in entrepreneurship and relevant business skills.

The SE/RSE Enterprise Fellowship programme is designed to encourage the development of a new business, based in Scotland, around a technological idea developed by the Fellow (either individually or with others) and within which the Fellow would be expected to play a leading (though not necessarily the leading) role.

2. The Enterprise Fellowship programme provides entrepreneurship and business skill training through the participating Training Provider which will be directly relevant to the Fellow as they seek to build their new business. Fellows are expected to attend all the elements of the training and complete any requested assignments. When not attending the business skills training the Fellows will be expected to

progress the development of their idea from a commercial perspective. Enterprise Fellows will be expected to devote all their time to the Fellowship.

3. This Fellowship will not fund further research work.

## ELIGIBILITY

4. In these Regulations, "Host Institution" means a Scottish higher education institution, research institute, incubator or any other appropriate organisation as specified by SE.
5. Applicants for the Enterprise Fellowships will be expected to negotiate directly with the proposed Host Institution to ensure that an appointment would be acceptable. **Please note that this is NOT RSE's responsibility.**
6. Applicants should be working in (or have made arrangements to work in) a Host Institution and must intend, and be permitted, to continue working in Scotland on conclusion of the Fellowship. Evidence must be provided by the applicant, if not a UK citizen, that he/she is eligible, or likely to obtain permission, to remain and work in Scotland on conclusion of the Fellowship. The Enterprise Fellowships will be available to academic and research staff, postgraduates and graduates with relevant experience. Applicants must have the clear intent that any new company formed will be based in Scotland.

## APPLICATION PROCESS

7. Applicants must provide a completed application form, attaching a 2-3 page outline of their business idea, based on an identified technology idea or research topic, comprising:
  - 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 background and/or foreground Intellectual Property Rights (IPR), which it is envisaged will be required to ensure the project can be commercialised and which are subject to regulations 24 through 30.

It should be noted that a completed application form will contain four signatures in addition to the applicant's signature.

- Signature of inventor/PI
- Signature by IPR Owner to regulations 24 through 28 concerning background IPR.
- Signature by Host Institution to regulations 24, 29 and 30 concerning foreground IPR
- Signature by Host Institution confirming willingness to host the award.

The following four paragraphs provide further details concerning these signatures.

Where the applicant is not the inventor or Principal Investigator (PI) of the idea/research, the inventor/PI is required to complete the Inventor/PI's referee's report, to sign the inventor/PI section of the application form and attend part of the interview at the RSE in support of the application. It is the applicant's responsibility to ensure that the Inventor / PI attends the interview on the required day. Where the applicant is the inventor or Principal Investigator, the applicant should sign the inventor/PI section of the application form.

Where the proposed project requires access to prior research and/or background IPR, the applicant must ensure that the application form is countersigned by the IPR Owner to confirm its willingness for the identified research and/or associated background IPR to be used as part of this Fellowship award and as the basis for the proposed business venture. Please note that the signatories for the IPR Owner must be the Commercialisation Office, Research Office or equivalent. In cases where no access to background IPR is required this should be clearly stated. **Note:** The applicant is advised to discuss their intention to apply for an Enterprise Fellowship with the IPR Owner's Commercialisation

Office, Research Office or equivalent at the earliest opportunity and no later than 4 weeks before the application closing date.

The Host Institution is required to countersign the application form to confirm its willingness for any foreground IPR generated during the period of the award to be made available to the Enterprise Fellow as detailed within regulations 24, 29 and 30. Please note that the signatories for the Host Institution must be the Commercialisation Office, Research Office or equivalent. **Note:** The applicant is advised to discuss their intention to apply for an Enterprise Fellowship with the Host Institution's Commercialisation Office, Research Office or equivalent at the earliest opportunity and no later than 4 weeks before the application closing date.

The application form must be countersigned by Head of the Department or Head of Business Unit within the proposed Host Institution to confirm willingness to accept the responsibilities of hosting an Enterprise Fellowship Award.

8. Additional conditions apply to candidates who have or had an involvement in projects funded by SE Proof of Concept (PoC) Fund, either in current or previous employment. Candidates must declare such involvement and complete the supplementary PoC Form. The aims and objectives of the Enterprise Fellowship may fit very well with the further development and/or implementation of a commercialisation plan for a PoC project. However, where the proposed Enterprise Fellowship project is likely to require access to intellectual property developed within the PoC project, or is otherwise dependent on the outputs of this project, there is a requirement for the candidate to seek written endorsement for their Enterprise Fellowship application from the Industrial Liaison Office or Research Office of the institution leading on the PoC project. The endorsement should confirm that the application for an Enterprise Fellowship is an agreed and integral part of the development and implementation of the PoC project's commercialisation plan as agreed by the relevant Proof of Concept Management Group. Where the applicant is not the PI of the PoC project the PI is required to complete the PI's referee's report and attend part of the interview at the RSE in support of the application. It is the applicant's responsibility to ensure that the PI attends the interview on the required day.
9. If a material change in the applicant's circumstances, or a change to the applicant's contact address, should occur after submitting the application, details should be notified *in writing* or *by e-mail* to the Research Awards Manager. Applicants are asked not to telephone the Society's offices to enquire about the progress of specific applications.
10. **The closing date for completed application forms is Friday 6 June 2008 and this is strictly adhered to. Applicants must ensure that their referees send confidential reports on the forms provided, directly to the Research Awards Manager. These reports must also be returned by the closing date.** At least one reference should be academic.
11. Short-listed candidates will be called for interview on 24 or 25 June 2008. Candidates must be available to attend for interview or they will not be considered. The intention is for the final choice of the Enterprise Fellowships to be concluded within 2 weeks of the interviews taking place and all applicants will be notified of the final outcome after that time.

## SELECTION

12. Selection will be run by a Selection Committee chosen by RSE. The members of the Selection Committee will have signed appropriate confidentiality agreements. Short-listed candidates will be invited for interview on 24 or 25 June 2008 and will be required to present their business idea to the Selection Committee.

## OPERATION OF THE FELLOWSHIP

13. Successful applicants will be required to register with the participating Training Provider nominated by RSE.
14. The salary for the Enterprise Fellowships will be within the scales for Academic staff in Scottish higher education institutions, Grades 23-37 (currently in the range £22,332- £33,779 (August 2007 rates) or £23,002- £34,793 (May 2008 rates)). Corresponding scales will apply to a Fellowship held in any other Host Institution. National Insurance and pension benefits will apply and salaries will be adjusted

from time to time to take account of nationally agreed pay settlements. Payment of salary will be subject to satisfactory performance. **Reimbursement of employment costs to the Host Institution may be withheld if the Enterprise Fellow fails to meet the requirements of the Fellowship.** Overhead charges will not be paid.

Travel, consumables and equipment costs up to £5,000 will be reimbursed. An additional business development fund (up to £5,000) may be made available to an Enterprise Fellow on the production of a strong business case. The availability of the additional funds will require to be pre-approved by the RSE and SE after review of the business case. The Enterprise Fellow may be required to attend a meeting to explain the need for the additional funds. Where funds are granted a separate report will be required to explain how they have been used to progress the business idea.

15. Where the Background IPR Owner has reached a written agreement with the applicant about access to any background IPR or prior knowledge required as part of the Enterprise Fellowship application, and where the Host Institute has reached written agreement with the applicant about access to any foreground IPR, the RSE will contribute to the hosting costs of the Enterprise Fellowship at the Host Institution. The hosting cost contribution will be equivalent to a fair market value based on commercially available incubator space and subject to a maximum of £10,000 per Enterprise Fellowship.
16. The Enterprise Fellowship programme constitutes a State Aid and so counts as *de minimis* funding to the business venture being pursued through this Fellowship application if it is formed prior to or during the period of the Fellowship award. European Union rules on State Aid permit businesses to receive *de minimis* support up to the level of 200,000 euros over a three year period. At the completion of the Enterprise Fellowship the Fellow will be notified of the level of *de minimis* funding he/she has received. Further information on state aid is available at [www.stateaidscotland.gov.uk](http://www.stateaidscotland.gov.uk).
17. During the Enterprise Fellowship, Fellows must provide quarterly short reports (in a format provided by the RSE) to enable the RSE and SE to monitor the progress of the Fellowship. The reports will identify the work that has been completed and specify the work for the next quarter. Fellows are required to give a six monthly presentation on the progress made during the first half of the Fellowship.
18. At the end of the Enterprise Fellowship a final presentation is required to be given and a final report must be submitted comprising:
  - \* description of the business idea and how the Enterprise Fellowship has assisted in progressing it
  - \* a full product specification
  - \* a development plan showing the timescales and costs required to reach a final production model
  - \* a description of how the business idea will be progressed after the end of the Enterprise Fellowship.

The results of the project will be reviewed by a Committee which may include the commercialisation office or research office of the Host Institution concerned and representatives of the RSE and SE. The members of this Committee will have signed appropriate confidentiality agreements.

19. The Enterprise Fellows must show that they have completed a Business Plan as part of the training with the participating Training Provider, and that they have completed, satisfactorily, all the modules of the participating Training Provider and any required assignments.
20. After completion of the Enterprise Fellowship an annual update is required on the ongoing commercialisation process for a minimum of 5 years. It is a condition of this award that any transfer of IPR to a commercialising company must include an express condition that this information is made available.
21. Neither the Fellow nor the Host Institution shall assign or sub-contract any portion of the Fellowship.
22. The Host Institution shall indemnify the RSE against all actions, claims, demands, costs and expenses incurred by or made against the RSE in respect of any loss or damage or personal injury (including death) which arises out of or in connection with this award, except to the extent that such loss or damage or injury is caused by any negligent act or omission of the RSE.
23. In the event of a breach by the Fellow, or the Host Institution, of any of the conditions herein, or of any gross misconduct by the Fellow, the RSE shall have the right to claim damages and costs, to withhold sums due to the Host Institution and/or to terminate the award, as the RSE shall in its sole discretion deem appropriate.

## INTELLECTUAL PROPERTY RIGHTS

24. In these Regulations, the following words shall have the following meanings:-

"Intellectual Property Rights" or "IPR" means any and all intellectual property or industrial rights of any description anywhere in the world including but not limited to any patents, trade marks, domain names, registered designs, copyright (including but not limited to rights in computer software, object and source code), rights in the nature of copyright, database rights, semi-conductor topography rights, unregistered design rights, rights in and to trade names, business names, product names and logos, inventions, databases, discoveries, specifications, formulae, processes, know how, trade secrets, confidential information and any analogous or similar right in any jurisdiction (whether such rights referred to in this definition are registered, unregistered, able to be registered or not) and any applications or rights to apply for registration of any of them, any and all divisions and continuations of said applications and the right to claim priority from any of the applications together with any registered rights resulting from any such applications or rights to apply for registration. "IPR Owner" means any person, firm, company or other entity (including without limitation the Host Institution) who owns the IPR that is the subject of or is necessary or desirable for the conduct of a Fellowship or the formation of a business by a Fellow as a result of the Fellowship;

"Background Intellectual Property Rights" means any Intellectual Property Rights owned or controlled by or licensed to an organisation (such as a University or company) and which are needed in order for the Enterprise Fellow to commercialise the Foreground Intellectual Property Rights; and

"Foreground Intellectual Property Rights" means any Intellectual Property Rights created, developed, produced or made by the Enterprise Fellow during the course of and funded as part of the Enterprise Fellowship, including the results of the Enterprise Fellowship.

25. If the research which is the subject of an Enterprise Fellowship has Intellectual Property Rights (IPR) which have not yet been protected, then the RSE requires the IPR Owner to take all reasonable steps to protect the IPR arising from this research having regard to the appropriate exploitation route for the Fellowship as referred to in clause 1 of these regulations. This can include patenting or otherwise asserting or protecting these rights but may also include maintaining the IPR as confidential. However, the IPR Owner agrees that it will enter into appropriate confidentiality agreements with the Enterprise Fellow and potential investor, business mentor, advisor or other third party to allow the Enterprise Fellow to disclose information relating to the research, including the IPR to such third parties. Applicants must ensure that the application form is countersigned by the IPR Owner to confirm their willingness for the research to be identified for this Enterprise Fellowship award. The signatories for the IPR Owner must be from their Industrial Liaison Office, Research Office or equivalent or, if a company, permission from its Board of Directors.
26. By signing acceptance of an award made pursuant to this application and where it is free to do so, the IPR Owner grants to the Enterprise Fellow an option for the period of the Enterprise Fellowship and for a period of 6 months after completion of the Enterprise Fellowship to acquire rights, whether by way of licence or otherwise, to the Background Intellectual Property Rights for the express purpose of commercialisation of all or any part of the Foreground Intellectual Property Rights.
27. The IPR Owner further agrees that the options referred to in Regulation 26 above can be exercised by the Enterprise Fellow or his nominee (which may, for example, be a company started by the Enterprise Fellow, a third party company or another entity) and the IPR Owner agrees that in negotiating the terms of the acquisition of rights to the Background Intellectual Property Rights the IPR Owner will act reasonably and in good faith and shall offer to the Enterprise Fellow or his nominee fair and reasonable terms.
28. By signing acceptance of an award made pursuant to this application, the IPR Owner undertakes to carry out reasonable due diligence in relation to Background Intellectual Property Rights within a reasonable time of its signature with a view to identifying any potential problems in granting rights to the Enterprise Fellow in accordance with Regulations 26 and 27 at an early stage. Such investigations shall include seeking necessary permissions from academic staff members or inventors and reviewing any prior agreements which the IPR Owner has entered into in relation to the Background Intellectual Property Rights. In the event that the IPR Owner identifies a potential problem in relation to the granting of rights to the Background Intellectual Property Rights to the Enterprise Fellow, the IPR Owner shall immediately inform the Enterprise Fellow and the Research Awards Manager at RSE in writing.
29. By signing acceptance of an award made pursuant to this application the Host Institution grants to the Enterprise Fellow an exclusive option for the period of the Enterprise Fellowship and for a period of 6 months after completion of the Enterprise Fellowship to acquire rights, whether by way of licence or otherwise, to the Foreground Intellectual Property Rights for the express purpose of commercialisation of such Foreground Intellectual Property Rights.

30. The Host Institution further agrees that the options referred to in Regulation 29 above can be exercised by the Enterprise Fellow or his nominee (which may, for example, be a company started by the Enterprise Fellow, a third party company or another entity) and the Host Institution agrees that in negotiating the terms of the acquisition of rights to the Foreground Intellectual Property Rights the Host Institution will act reasonably and in good faith and shall offer to the Enterprise Fellow or his nominee fair and reasonable terms.

#### **DISPUTE RESOLUTION**

31. In the event of any dispute between the Enterprise Fellow and the Host Institution (including, but not limited to, those specifically arising in relation to Background Intellectual Property Rights or Foreground Intellectual Property Rights) then all parties shall attempt to resolve the dispute in good faith by negotiation, possibly involving reference to an external mediator and/or external expert, within a timescale specified by RSE in writing from time to time. Where this proves unsuccessful, the Enterprise Fellow and Host Institution will refer the matter to the President of the Royal Society of Edinburgh from time to time or his nominee to determine how the matter should be resolved.

#### **ACCEPTANCE OF REGULATIONS**

32. By signing this application form both the Host Institution and the applicant for the Fellowship award agree to be bound by the Regulations in the event that the award is offered to, and accepted by, the applicant. Each of Scottish Enterprise and the Royal Society of Edinburgh shall be entitled to enforce these Regulations.

March 2008

**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 returned no later than Friday 6 June 2008. Interviews will take place at the RSE on 24 or 25 June 2008. Only applicants available for interview on these dates will be considered for an award.

Applicable market - please tick all that apply					
Electronic Markets		Energy		Life Sciences	Ship building
Financial Services		Forestry		Tourism	Food and Drink
Aerospace		Chemicals		Construction	Textiles
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.

<b>PERSONAL DETAILS</b>	
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

If NO, then go to Question 6.

If YES, please confirm the name of the business along with date of incorporation and whether the business has received de minimis public support during the current financial year and/or the two previous years. Please confirm the total level of de minimis support received during this period? (See Regulation 16)

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

7. **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 attend part of the selection interview, should the applicant be short-listed.*

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

YES  NO

If NO, then go to Question 11.

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

9. **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 10.

If YES, please give details and status

10. **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.

**11. 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 12.

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

**12. ARE YOU ACTIVELY SEEKING FUNDING FROM OTHER SOURCES?**

YES  NO

If YES, please give details

If NO, please give reasons

**13. 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.

**14. 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.

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

16. **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:

**17. NAMES, ADDRESSES, TELEPHONE AND FAX NUMBERS, 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.

1.

2.

**18. 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 :

**19. 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 24 to 27 and that the IPR Owner will carry out the due diligence required in terms of Regulation 28. (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 :

**20. 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 24, 29 and 30. 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 background IPR in place  Not yet agreed

Signature :

Date :

Name :

Position :

Email:

Institution :

**21. 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 :

**22. 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 by the closing date of Friday 6 June 2008

**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 :
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 by the closing date of Friday 6 June 2008

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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 by the closing date of Friday 6 June 2008

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**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 12 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 11 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: