

Plus Funds Application Assessment

Plus Funds application number: PF...

Review Group date: ...

Pre-review checks (by Ops Team – date?)

- YES/NO - Eligible applicant? (FLF+ as lead applicant)
- YES/NO - Eligible duration? (complete before Nov 2023)
- YES/NO - Eligible amount requested (up to £25k)
- YES/NO/NA - If this is a resubmission – has the applicant addressed feedback from previous application?
- YES/NO – Is the activity in scope? i.e. reflects the FLFDN Signature Themes and Spheres of Influence (see Appendix A)
- YES/NO - Are the costs in scope? (see Appendix B)
- YES/NO - Is the budget table included?
- YES/NO - Data protection section completed?
- YES/NO - Signed and dated?

EDI Checks (with Udeni Salmon, EDI lead – date?)

- YES/NO - Passed EDI checks?

In Scope?

- YES/NO - Checked against criteria in Guidance/Governance documents

Feedback for applicant if deemed not to be in scope

Review Group Assessment

For each section below, the review group will agree the most appropriate response from the scoring criteria and collate rationale and comments in the feedback section, taken from the group discussion.

1. Team details

0	1	2	3	4	5	Weighted
<ul style="list-style-type: none"> • No info 	<ul style="list-style-type: none"> • Team inappropriate size to deliver activity • Lack of skills/experience in 	<ul style="list-style-type: none"> • Team may be inappropriate size to deliver activity 	<ul style="list-style-type: none"> • Appropriate team size for activity • Evidence of most skills or experience 	<ul style="list-style-type: none"> • Appropriate team size for activity • Evidence of most skills or experience 	<ul style="list-style-type: none"> • Appropriate team size for activity • Evidence of all skills or experience 	Score X 10

	team to carry out project effectively <ul style="list-style-type: none"> No justification given for team members outside FLFDN Lacking in collaboration or interdisciplinarity 	<ul style="list-style-type: none"> Limited skills or experience to carry out project effectively Little opportunity for collaboration or interdisciplinarity 	required to carry out project <ul style="list-style-type: none"> Little opportunity for collaboration or interdisciplinarity 	required to carry out project <ul style="list-style-type: none"> Some evidence of collaboration or interdisciplinarity 	required to carry out project <ul style="list-style-type: none"> Evidence of collaboration (multiple FLFs in team) and/or interdisciplinarity 	
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Feedback

2. Project Details

0	1	2	3	4	5	Weighted
<ul style="list-style-type: none"> No info 	<ul style="list-style-type: none"> Proposed format not suited to activity Lacking defined aims Project not linked to research/innovation No alignment with FLFDN Themes/Spheres 	<ul style="list-style-type: none"> Format unlikely to lend itself well to delivery of activity Aims lack definition Poorly linked to research/innovation Little alignment with FLFDN Themes/Spheres 	<ul style="list-style-type: none"> Suitable format for delivery of activity Defined aims Shows some links to research/innovation Some alignment with FLFDN Themes/Spheres 	<ul style="list-style-type: none"> Well-thought-out format for delivery Well defined aims Demonstrates links to research/innovation Good alignment with FLFDN Themes/Spheres <ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Innovative format or delivery of activity Clearly articulated aims Aims are well linked to research/innovation Defines alignment with a range of FLFDN Themes/Spheres 	Score X 15

Feedback

3. Project Implementation

0	1	2	3	4	5	Weighted
<ul style="list-style-type: none">No info	<ul style="list-style-type: none">Timetable not providedPoor implementation planDeliverables not specified	<ul style="list-style-type: none">Unclear timetableLimited detail in plan for implementationDeliverables unclear	<ul style="list-style-type: none">Clear timetableReasonable detail in plan for implementationDeliverables defined	<ul style="list-style-type: none">Deliverables well definedClear and realistic timetableDetailed plan for implementation	<ul style="list-style-type: none">Clearly defined and measurable deliverablesClear and realistic timetableHighly detailed plan for implementation	Score X 20

Feedback

4. Value for Money

0	1	2	3	4	5	Weighted
<ul style="list-style-type: none">No info	<ul style="list-style-type: none">Poorly defined budget tableCosts not evidenced	<ul style="list-style-type: none">Some detail missing from budget table	<ul style="list-style-type: none">Budget table includes monthly spending	<ul style="list-style-type: none">Well-executed budget table	<ul style="list-style-type: none">Highly detailed budget table with	Score X 15

	<ul style="list-style-type: none"> Contingency not requested Poor/inappropriate use of FLFDN funds 	<ul style="list-style-type: none"> Poor detail for proposed costs Inappropriate contingency Not best use of FLFDN funds or value for money 	<ul style="list-style-type: none"> Evidence provided for proposed costs Contingency requested Reasonable use of FLFDN funds or value for money 	<ul style="list-style-type: none"> showing clear monthly spending Costs well-evidenced Contingency requested Good use of FLFDN funds or value for money 	<ul style="list-style-type: none"> monthly spending evidenced Costs well-evidenced Contingency requested Excellent use of FLFDN funds or value for money 	
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Feedback

5. Risk Assessment

0	1	2	3	4	5	Weighted
<ul style="list-style-type: none"> No info 	<ul style="list-style-type: none"> Risks not identified Impact of how Covid-19 restrictions may impact on planning and delivery not considered 	<ul style="list-style-type: none"> Limited risk assessment Little detail given on strategies to counter risks Impact of how Covid-19 restrictions may impact on planning and delivery not considered 	<ul style="list-style-type: none"> Main risks identified Some consideration given to strategies to counter these risks Impact of how Covid-19 restrictions may impact on planning and delivery considered 	<ul style="list-style-type: none"> Main risks identified Consideration given to strategies to counter these risks Impact of how Covid-19 restrictions may impact on planning and delivery considered 	<ul style="list-style-type: none"> Broad range of risks identified Strategies to counter these risks are well-defined Impact of how Covid-19 restrictions may impact on planning and delivery considered 	Score X 10

Feedback

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6. Equality, Diversity and Inclusion

0	1	2	3	4	5	Weighted
<ul style="list-style-type: none"> No info 	<ul style="list-style-type: none"> EDI is not considered in design, provision and outcomes of activity 	<ul style="list-style-type: none"> Poor consideration of EDI in design, provision and outcomes of activity 	<ul style="list-style-type: none"> EDI is considered in some, but not all, of design, provision and outcomes of activity 	<ul style="list-style-type: none"> EDI is considered in all areas of design, provision and outcomes of activity 	<ul style="list-style-type: none"> EDI is well considered in all areas of design, provision and outcomes of activity 	Score X 15

<p>Feedback (including from initial EDI check)</p>

7. Enhancing FLF support

0	1	2	3	4	5	Weighted
<ul style="list-style-type: none"> No info 	<ul style="list-style-type: none"> This type/subject of training or development is already well covered by the FLFDN 	<ul style="list-style-type: none"> The proposed activity is very similar in nature to existing support from the FLFDN 	<ul style="list-style-type: none"> The activity somewhat enhances/builds upon existing support in the FLFDN 	<ul style="list-style-type: none"> The activity clearly enhances/builds upon existing support in the FLFDN 	<ul style="list-style-type: none"> The activity adds novel or innovative support in training or development for FLFs in the network 	Score X 15

Feedback



Final Decision

Totals

1	2	3	4	5	6	7	Total
Team	Project	Implementation	Value	Risk	EDI	Enhancement	
Out of 50	Out of 75	Out of 100	Out of 75	Out of 50	Out of 75	Out of 75	Out of 400

Successful applications need to score at least 264 (scoring 60 or above for EDI and at least 60% in each other category)

Award or reject?

- Award
- Reject

Any additional feedback

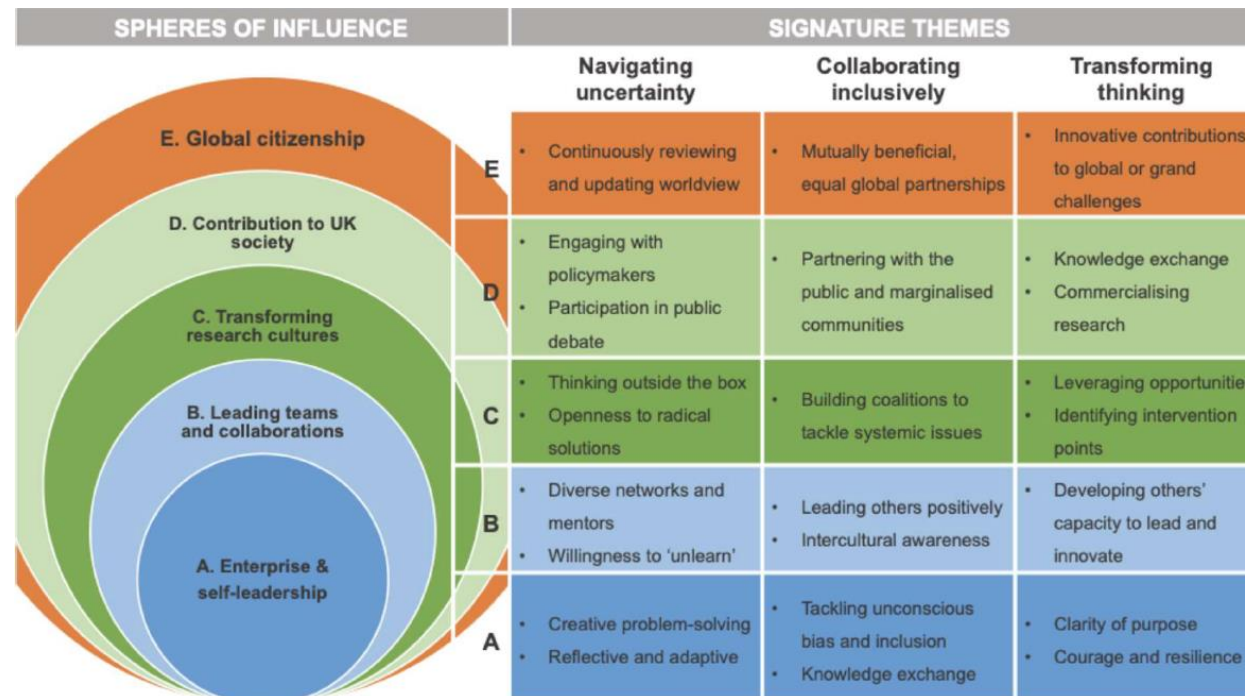
Strands covered by this project (successful projects, for FLFDN records only)

Individuals - YES/NO

Cultures - YES/NO

Societies - YES/NO

Appendix A



A. Enterprise and self-leadership – the personal attributes, mindsets, and ethics which shape how we see the world, the communities within it, and the possibilities for change.

B. Leading teams and collaborations – the interpersonal and intercultural dynamics which affect how we build and lead diverse, effective, and innovative research teams and collaborations.

C. Transforming research cultures – the collective work to rethink established modes of working, identify practical intervention points, and build coalitions towards positive, inclusive research cultures.

D. Contributing to UK society – the vital importance of making a meaningful impact on UK society through commercialisation, knowledge exchange, public and policy engagement, and community partnerships.

E. Global citizenship – the equal, mutually beneficial, transnational, and multi-sectorial collaborations needed to tackle grand or global challenges.

Appendix B

Costs usually within Plus Funds scope:

- Accommodation
- Equipment
- Venue hire
- Directly incurred staff costs - including PhD students, post-doctoral research assistants or administrators (for work they would not be expected to undertake through their institutions under their current contact, and where the costs are justified by the extent of the project)
- Event catering
- External facilitator or fees
- Speaker travel expenses – where justified
- Workshop materials
- Relevant software or hardware - e.g. online surveys
- Development costs for websites or blogs
- Costs related to enabling participation for EDI
- Other consumables

Costs usually out of Plus Funds scope:

- Fees for workshops that would usually be supplied by the FLF Development Network
- Salaries of FLFs and additional staff that would usually be paid for by the institution/organisation
- Equipment, software or projects that the institution/organisation would normally be expected to provide or fund
- Projects that have already been externally funded to 100%
- Individual conference attendance
- Unjustified contingency costs