

**Portfolio Agreement**

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| **Introduction**  The Portfolio Agreement will be considered by the Assessment Panel as part of the assessment process for Collaborative Training Partnerships (CTPs), along with other information returned in the Je-S submission, and information provided by UKRI-BBSRC.  The document outlines a number of key aspects of the PhD training to be provided by the Partnership **that will be subject to specific annual monitoring**. UKRI-BBSRC may also ask partnerships to report on any other aspects of PhD training which are covered in their Je-S submission.  The Portfolio Agreement will be used as a monitoring tool to determine whether the CTP is meeting its objectives.  UKRI-BBSRC recognises that circumstances may change for CTPs. However, changes to the commitments made by Partners may only be made following discussion with UKRI-BBSRC. |
| **Name of person with lead responsibility for the Collaborative Training Partnership:**  **Name:** …………………………………  **Position:** ……………………………....  **Organisation:** …………………………….... |
| **Name of administrative/management lead for the Collaborative Training Partnership:**  **Name:** …………………………………  **Position:** ……………………………....  **Organisation:** …………………………….... |
| **Research Organisations involved (please indicate which are Full Partners and which are Associate Partners):** |

*The key aspects of this agreement are:*

1. Working in Partnership
2. Capacity Building Across Sectors and Industries of the UK Bioeconomy
3. Developing Highly-Skilled and Employable People
4. Cohort Management
5. Placements
6. Equality, Diversity and Inclusion
7. Governance of the Partnership
8. Monitoring Progress and Capturing Impact
9. Costs

***Please expand boxes as necessary – the maximum page length for the entire document must not exceed 25 pages.***

1. **Working in Partnership**

Please describe the strategic rationale for working in partnership with all Full and Associate Partners named in the application to deliver the goals of the programme.

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1. **Capacity Building Across Sectors and Industries of the UK Bioeconomy**

Please describe how you will utilise your Partnership’s core areas of research and innovation expertise in bioscience to deliver research and innovation training across a breadth of bioscience disciplines and address sector and industry based strategic skills challenges.

*Please refer to UKRI-BBSRC’s Forward Look for UK Bioscience[[1]](#footnote-1) and the UKRI- BBSRC website[[2]](#footnote-2) for descriptions of the Strategic priorities.*

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Please indicate key topic areas where your Partnership plans to train doctoral candidates, and indicative targets over the duration of the CTP. Please see **Annex 4** for UKRI-BBSRC research topic areas.

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1. **Developing Highly-Skilled and Employable People**

Please describe what you consider to be the characteristics of a highly-skilled and employable bioscience doctoral graduate and your Partnership’s training and development strategy to achieve this vision.

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1. **Cohort Management**

Please describe your Partnership’s strategy for enabling optimal peer-to-peer interaction and developing a cohort identity across all partners.

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1. **Placements**

Please describe your Partnership’s strategy for ensuring all doctoral candidates undertake a placement.

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1. **Equality, Diversity and Inclusion (EDI)**

Inclusivity is a core feature of CTP2 and Partnerships are expected to describe their strategy for equality, diversity and inclusion to enable the wide participation of doctoral candidates from all backgrounds, as well as the support systems in place to protect their physical and mental health and wellbeing.

A dedicated two-page EDI plan should be included as an additional document and submitted as part of the proposal documentation.

1. **Governance of the Partnership**

Please outline the arrangement for the strategic, operational and financial management of your Partnership.

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1. **Monitoring Progress and Capturing Impact**

Please describe your strategy for monitoring and evidencing impact and progress towards the goals of the programme.

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1. **Costs**

Please indicate the total number of studentships you wish to apply for and describe the resource you intend to allocate towards managing the Partnership. Please indicate any match-funding for studentships you are providing and any other financial and in-kind commitments from Full and Associate Partners.

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1. https://bbsrc.ukri.org/documents/forward-look-for-uk-bioscience-pdf/ [↑](#footnote-ref-1)
2. <https://bbsrc.ukri.org/about/vision-mission-strategy/vision/> [↑](#footnote-ref-2)