**ESPRC Prosperity Partnerships**

### Partner contribution costings table

**Mandatory** – you are required to complete and include a costings table when submitting your application. **Failure to do so will result in the rejection of your application.**

* Please complete the table below, filling in names and the descriptions of contributions, and replacing the letters (A, B, C, etc) with the values in pounds sterling. The letters are provided to show the relationship between different elements
* A glossary of terms can be found below the table
* Budget examples can be found in the annex, below
* Upload the completed form using the instructions in the Funding Service. You may delete the glossary and any explanatory text contained in this document before uploading it

|  |  |  |  |
| --- | --- | --- | --- |
| **COSTINGS** | **Organisation name** | **Value** | **Form of contribution** |
| Full economic cost (fEC) | n/a | A | n/a |
| EPSRC funding (80% fEC) | EPSRC | B (80% of A) | n/a |
| Primary business partner **eligible** **cash contribution** | [Primary business partner organisation] | C  The primary business partner’s cash contribution is expected to be larger than any cash contribution from other business partners on this project.  A consortium of SMEs are not subject to this expectation, though one SME must be nominated to be the primary business partner. | Add brief description |
| Other **business** partners’ **eligible** **cash contributions** | [Non-primary business partner organisation(s)] | D  No minimum commitment | Add brief description |
| Primary academic partner **cash contribution** | [Primary academic partner organisation] | E  This would be a contribution which is in addition to the 20% of the fEC (alongside EPSRC’s 80%) which the primary academic partner is expected to provide.  There is no minimum commitment. This contribution will not count towards the matching contribution. | Add brief description |
| Other **academic** partners’ **cash contributions** | [Non-primary academic partner organisation(s)] | F  There is no minimum commitment. This contribution will not count towards the matching contribution. | Add brief description |
| **Combined partner cash contributions eligible for matched funding** | C+D  Note: C+D must equal or exceed B | | |
| **Funding and all cash** | A+C+D+E+F  (Excludes B) | | |
| Primary business partner **in-kind contribution** | [Primary business partner organisation] | G  No minimum commitment. | Add brief description |
| Primary academic partner **in-kind contribution** | [Primary academic partner organisation] | H  No minimum commitment. | Add brief description |
| Other business and academic project partners’ **in-kind** **contributions**  Add rows if required | [Project partner organisation(s)] | I  No minimum commitment. | Add brief description |
| **Total project value** | A+C+D+E+F+G+H+I  (Excludes B) | | |

### Glossary

#### **Primary academic partner**

If the project is successful, the grant will be awarded to the primary academic partner, and they will manage the funding and project on behalf of all partners.

#### **Primary business partner**

Must be a UK-based business, and/or have UK-based research activity; must be a business in the private sector driven by profit, or from an organisation with a commercial arm which generates independent value; must be able to contribute to UK national prosperity. Other businesses can collaborate in the partnership as project partners, but we expect the largest individual contribution to come from the primary business partner. This expectation does not apply to an application from a consortium of SMEs.

#### **Eligible cash**

Forms of contributions that EPSRC considers eligible to count towards the business partners’ matching contribution.

#### **In-kind**

Any form of contribution from business, academic or other project partners which is not included in the definitive list of eligible cash contributions.

**fEC (**[**full economic cost**](https://www.ukri.org/councils/epsrc/guidance-for-applicants/costs-you-can-apply-for/principles-of-full-economic-costing-fec/)**)**

All research grant proposals and fellowship applications submitted will be costed based on full economic costs. If a grant is awarded, research councils will provide funding at 80% of the fEC. The lead academic organisation must agree to find the balance of fEC for the project from other resources.

#### **Matching contribution**

The eligible cash contributions provided by the business partner(s) which combined must be at least equal to the value of the 80% fEC funding amount requested from EPSRC.

**SME**

Small and medium-sized enterprises. We use European Commission definition of micro, small and medium-sized enterprises (SMEs):

<https://single-market-economy.ec.europa.eu/smes/sme-definition_en>

**Annex 1**

**Budget examples and eligible cash contributions**

# Example case 1 (partnership involves **a single business**)

Amount requested (the full economic cost (fEC) that was applied for): £2,000,000 for a 5-year grant

EPSRC contribution (80% fEC): £1,600,000

Minimum cash contribution from the sole business partner: £1,600,000

* The business is the primary business by default. They must at least match EPSRC’s contribution with eligible cash contributions. In this specific example, the 80% fEC amount requested from EPSRC is £1,600,000 so the primary business partner as the sole business partner would have to contribute a minimum of £1,600,000
* The primary academic partner can contribute with cash or in-kind contributions, but they will not count towards the matching contribution
* Governmental bodies, including national labs, can be project partners however, their contributions will not count towards the matching contribution

**Funding and** **all** **cash**: £2,000,000 (grant value 100% fEC)

+ £1,600,000 (business contribution)

+ £0 (additional cash contributions)

**Total project value**: £2,000,000 (grant value 100% fEC)

+ £1,600,000 (matching business contribution)

+ £0 (additional cash contributions)

+ £500,000 + £400,000 (in-kind contributions)

**Table 1:** Worked example for a partnership involving a single business.

|  |  |  |  |
| --- | --- | --- | --- |
| **Single business partner** | |  | |
| Amount requested (fEC) | £2,000,000 |
| EPSRC funding (80% fEC) | £1,600,000 |
| Minimum business contribution required | £1,600,000 | **Form of contribution** | |
| Primary business partner **cash** contribution | £1,600,000 | £250,000 | Project manager salary |
| £500,000 | Researchers’ salaries |
| £600,000 | Cash donation |
| £250,000 | New equipment critical to delivery of project, donated to university |
| Primary business partner **in-kind** | £500,000 | £500,000 | Staff time |
| Academic or  governmental body  **in-kind** | £400,000 | £400,000 | Knowledge, expertise, access to data, facilities etc… |
| **Eligible cash contributions** | £1,600,000 |  | |
| **Funding and all cash**  (fEC + cash contributions) | £3,600,000 |
| **Total project value**  (fEC + cash + in-kind contributions) | £4,500,000 |

# Example case 2 (partnership involves **multiple business partners**)

Amount requested (the full economic cost (fEC) that was applied for): £2,000,000 for a 5-year grant

EPSRC contribution (80% fEC): £1,600,000

Minimum combined cash contribution from business partners: £1,600,000

* EPSRC’s 80% fEC contribution must be at least matched by business partner cash contributions
* The primary business partner is expected to provide the single largest cash contribution unless it is an SME forming part of a consortium of SMEs. In this specific example we will say the primary business partner is a large organisation
* Other business partner cash contributions will be added to the primary’s contribution
* The primary academic partner and other academic partners can make cash contributions, but these will not count towards the matching contribution
* Governmental bodies, including national labs, can be project partners, but their contributions will not count towards the matching contribution
* All parties can make in-kind contributions but these don’t count towards the matching contribution

**Funding and** **all** **cash**: £2,000,000 (grant value 100% fEC)

+ £1,050,000 + £750,000 (combined business contribution)

+ £30,000 (additional cash contributions)

**Total project value**: £2,000,000 (grant value 100% fEC)

+ £1,050,000 + £750,000 (combined business contribution)

+ £30,000 (additional cash contributions)

+ £50,000 + £180,000 + £400,000 (in-kind contributions)

**Table 2:** Worked example for partnership involving multiple business partners.

|  |  |  |  |
| --- | --- | --- | --- |
| **Multiple business partners** | |  | |
| Amount requested (fEC) | £2,000,000 |
| EPSRC funding (80% fEC) | £1,600,000 |
| Minimum business contribution required | £1,600,000 | **Form of contribution** | |
| Primary business partner **cash** contribution | £1,050,000 | £250,000 | Project manager salary |
| £500,000 | Researchers’ salaries |
| £300,000 | Cash donation |
| Other business partners **cash** contribution | £750,000 | £350,000 | New equipment critical to delivery of project, donated to university |
| £400,000 | Cash donation |
| Academic partner’s **cash** contribution | £30,000 | £30,000 | Cash donation |
| Primary business partner **in-kind** | £50,000 | £50,000 | Computational resources |
| Other business **in-kind** | £180,000 | £180,000 | Cloud computing credits |
| Primary academic partner **in-kind** | £400,000 | £400,000 | Staff time |
| **Eligible cash contributions** | £1,800,000 |  |  |
| **Funding and all cash**  (fEC + cash contribution) | £3,830,000 |  | |
| **Total project value** (fEC + cash + in-kind contributions) | £4,460,000 |  | |

**Funding and contributions examples**



The leftmost column (the grey one) represents the 100% fEC value - fEC is full economic cost.

The second column shows how the funding breaks down - EPSRC’s funding (blue column) is 80% of the fEC value. The remainder is covered by the primary research organisation.

Examples 1-3 are examples of proposals where there is a single non-academic partner. They each have to at least match the EPSRC amount – see the dotted line.

**Example 1:** the cash contribution exactly matches the EPSRC funding, which is fine.

**Example 2:** the business happens to be putting in more than the minimum matching amount, which is also fine.

**Example 3:** the cash contribution doesn’t match the EPSRC funding. This is not acceptable, so this proposal would be rejected.

Next are some examples of proposals with multiple non-academic partners. Where there are multiple non-academic partners, there is an expectation that the primary business partnerwill provide the largest single cash contribution.

**Example 4:** the primary business partner is putting in the largest cash contribution and is thus meeting the expectation.

**Example 5:** the primary business partner isn’t providing the largest cash contribution. This doesn’t meet the expectation and this application would be rejected.

**Example 6:** an application from a consortium of SMEs. While they still have to match the EPSRC funding with cash contributions, a consortium of SMEs is not subject to the expectation that the primary business partner has to put in the largest single cash contribution themselves, and they may make up the cash contribution between them in the proportions that work best for the application and the SMEs.

**Contributions**

The gross salary for the staff (such as researchers, postdoctoral research associates (PDRA), technicians, and the project manager) can be counted towards the cash contribution (that is, including indirect costs such as pension, National Insurance, taxes and so on), but business overheads and profits cannot. The salary of a single member of staff can be covered in partnership by the primary business partner and EPSRC funds in a ratio that best suits the project.

The appropriateness of the time devoted to the project will be assessed during peer review.

Please note that the salary of the person who is the primary business partner must be paid by the business and is ineligible as cash or in-kind contributions.

The following is the definitive list of eligible cash contributions. These are in addition to providing an auditable cash transfer to the academic organisations.

**Definitive list of eligible cash contributions**

**Researchers’ salaries (Research and innovation associates, project co-lead)**

All or part of the pro-rata, gross salary cost associated with researchers employed by universities or businesses (including co-leads, and researchers undergoing doctoral training). The expectation is that researchers will devote a significant and appropriate amount of their time on the Prosperity Partnership required for the project. This will be one of the aspects looked at by peer review to ensure that the appropriate resources are being dedicated to the project.

**Postdoctoral Research Associates’ salary (Research and innovation associate)**

All or part of the gross salary cost associated with research associates employed by research organisations to work exclusively on the Prosperity Partnership. Research associates can also be employed directly by the businesses in the partnership and claim the gross salary as a cash contribution if they are exclusively committed to working on the Prosperity Partnership.

**Professional project managers’ salary**

Pro-rata gross salary cost of a professional project manager is an eligible cash contribution. The expectation is that they will devote a significant and appropriate amount of their time on the Prosperity Partnership required for the project.

**Specialists’ and Technicians’ salary**

Pro-rata gross salary costs of specialists are an eligible cash contribution. A specialist is an individual who brings specialist skills and intellectual input to the project, for example: data scientist, graphic designer, high-level or specialist technician or librarian. They must be employed by the primary business partner or one of the collaborating partners and the expectation is that they will devote a significant and appropriate amount of their time on the Prosperity Partnership required for the project.

**Software licences**

New software licences needed for the project and their maintenance cost for the duration of the grant. Software licences or intellectual property owned by the business which are already accessible by the partners will apply at marginal cost, not at market rate.

**New equipment**

Genuine new equipment purchases. The equipment should be dedicated to the objectives of the Prosperity Partnership and their utilisation should be critical to deliver the activity. The access does not have to be restricted to the project members, but EPSRC expects that the equipment will be available to project members as required for the project. All equipment should be appropriately justified.

**Equipment produced by the business**

Equipment produced by the business, but only at the cost of manufacture, not market rate.

**Equipment-specific materials**

These are specific consumable materials which are required for certain equipment, for example material used in 3D-printing.

**Access to equipment and facilities**

Access to specific equipment and facilities critical to achieve the outcomes of the project (including access to labs and use of lab equipment). If the facility is based at the academic or primary business partner, the contribution will be at the internal rate, not market rate.

**Facilities refurbishment**

Facilities refurbishment can be an eligible research organisation cash contribution if the upgrade will increase the capability of the facilities. This contribution must be justified in addition to any estate costs already factored in.

**Business cash donation**

Business cash donation which will be provided to the partner universities, for the universities to manage in line with the project objectives.