

RESEARCH, INNOVATION AND KNOWLEDGE EXCHANGE (RIKE) PROJECT GRANT

What are the RIKE project grants?

The Research Office aims to support Solent University staff with their research, innovation and knowledge exchange (RIKE) ideas and ambitions. The RIKE project grants are one of the key ways we do this. All staff* can apply for funding and all applications are considered as described below. Awards are *not* related to seniority or position. The intention is to provide support for RIKE aims and goals across Solent and support staff to work towards external funding application.

Other Research Office support funds include:

- those available to Research Groups (soon to be announced);
- match-funding (with Department/School) for those planning to present at a conference or undertake developmental training ([Development Fund 2023/24](#)).

RIKE project are funded through the Quality Related (QR) Higher Education Innovation Fund (HEIF) allocated to Solent by UK Research and Innovation (UKRI).

**Associate Lecturers are not eligible for RIKE funding.*

RIKE project grants categories

There are different types of grants:

- **Bridge** to cover funding gaps, complete a key piece of work for publication or to provide match-funding for an existing R/KE opportunity (up to £2,500)
- **Accelerator** proof of concept grants for the generation of preliminary data to strengthen an application for external funding (up to £15,000)
- **Learning and Teaching Innovation Fund** to stimulate research into educational development practices (up to £1,000)
- **Outreach** support for public engagement and involvement initiatives to communicate Solent's research and knowledge exchange activities (up to £1,000).

**As funds are limited, applications made early in the University's financial year (August to July) are advised.*

Eligibility criteria:

Your application must fit with at least one of the following:

a) Research theme:

- Environment and Engineering: Safe and sustainable energy, transport, and material systems.
- Social Policy: Improving individual and community wellbeing through practice, provision, and policy.
- Human Function and Health: The evaluation of human function, health and the social context.
- Media, Culture and the Arts: Communication, cultural and media studies, creative arts and practice.

OR b) Knowledge exchange priority area:

- Maritime: autonomous shipping, alternative energy, seafarer's employment, and training maritime trainers.
- Sustainable Business: small business growth, entrepreneurship and sustainability, leadership and management skills, and business education & enterprise.
- Justice: human rights, ethical practice, safeguarding society and legal education.
- Health & Wellbeing: community physical health and mental wellbeing, corporate consultancy in health, sport and exercise science consultancy.
- Student entrepreneurship: creative industries, enterprise and intellectual property
- Engineering: hydrodynamics, composites design manufacture, engineering material, CAD, simulation and automation.

All grants: applicants must also describe the planned progression or impact within and beyond academia.

RIKE general guidelines

In accordance with University policy, any project, whether funded or unfunded, must abide by ethical principles. PIs/supervisors (where studies are conducted by students) are responsible for ensuring that all necessary ethical permissions are obtained prior to the commencement of data collection and prior to funding application if required by the funder.

- i. The aim of the RIKE project grants is as seed funding, allowing development of an idea into larger applications for external funding or to complete/provide match funding for an ongoing project.
- ii. All investigators must comply with University policies whilst applying for and carrying out a RIKE project.
- iii. All proposals must include a breakdown of project costs alongside a detailed narrative for each budget heading.
NOTE: careful consideration must be put into the budget. If an award is made, the agreed budget will be binding. Grant holders will only be able to apply for a single budget revision for movement of funds across budget headings. Any such transfer would need to be justified and agreed by the RO management committee.
- iv. Projects can be developed within the current financial year (ending July 2024) or across financial years (ending July 2025). In either case, a detailed budget with clearly defined spend milestones needs to be provided.

Please NOTE that incomplete budgets will automatically deem the proposal ineligible for funding.

- v. Staff time will not be awarded as part of RIKE, nevertheless it must be included in the overall prospective budget as Directly Allocated costs and time commitment must be signed off by the line manager in advance of acceptance of the grant.
- vi. All successful grants will require a written interim report and final report to be delivered within one month of report request. Templates will be provided in due course.
- vii. Following project closure, RIKE grantees are required to attend the Research and Knowledge Exchange Committee the following February to present a written update on the outputs and progress made since the conclusion of the project.
- viii. PIs who were awarded RIKE in the previous financial year will be ineligible for funding.
Note: At the discretion of the RO, exceptions may be made, conditional on the PI providing evidence that the new application is not an extension of the previously awarded project and that all terms and conditions of the previous award have been fulfilled.
- ix. Academics can figure as Cols in multiple grants, but as PI on only 1 award.
- x. Extensions are permissible following career breaks or under exceptional circumstances. This will need to be discussed by the RO management committee and will depend on overall budget availability.
- xi. Weighting will be given to projects clearly highlighting the alignment with the strategy and strategic research themes/knowledge exchange priorities and clearly showing a pathway to impact (funding, dissemination, etc) following the project wrap up.

Applicant eligibility:

1. Solent University academic staff on a fixed term or permanent contract are eligible to apply. Associate Lecturers (ALs) are not eligible to apply.
2. PIs who were awarded RIKE funding in 2022/23 are not eligible to apply in 2023/24 (see also point viii above).
3. Prospective PIs are expected to thoroughly consider all ethical implications regarding their projects prior to submitting a RIKE application. Ethical approval must be obtained before data collection can start.
4. Written confirmation of line manager approval of the hours required to successfully complete the project must be provided.

Eligible costs

Funds may be used to cover all reasonable operational and research costs, consistent with the approved budget.

Starred *items - restrictions apply

Eligible costs:

- Students can only be recruited and paid for through Campus Jobs. Instructions on how to recruit and pay students is available on this webpage. Please make a note of the deadlines for claim submissions and approvals as these might change every month.
- Consumables: small items required for the successful delivery of the project.
- Catering and hospitality*: only costs relating to engagement activities essential to carry out your research, such as participant involvement and community engagement. No more than 5% of the overall budget.
- Subcontractors*: no more than 50% of the overall budget.

Ineligible costs:

- Staff costs: salary of internal PI/Cols are not eligible costs. Payment of external staff time (as Co-Is) is not permissible. Use of internal services (e.g. Solent Creatives) must be the first choice. Casual contracts are permitted in accordance with Solent University policy and regulations.
- Travel and conference/event- associated costs: any expense related to conference/event attending is now under the remit of the Development Fund and therefore ineligible for funding under RIKE.
- Equipment: is no longer eligible for funding. If equipment is required, this must be provided through Department/School funding.

Note: if your project is ending by the end of July, please ensure that all expenditures, including campus jobs, are processed by the 15th. or CJ deadline. Late requests will not be considered and would therefore have to be subsidised by the department/school.

Please note that late purchase requests/claims will be accepted by RO, no late purchase/claim action will be undertaken and there will be no exceptions.

Application guidelines

Please complete all required fields in the online application form using the following link [RIKE Project grants 2023/24](#).

Your proposal will be reviewed at the next Research Office Application Review Meeting, usually held weekly, by a panel comprised of:

- Prof Emma Wadsworth, Vice ProVost R&I
- Mike Toy, Senior Community Engagement Manager
- Katarzyna Gleadell, Head of KE
- Dr Francesca Pieropan, Funding Manager.

The RO reserves the right to require prospective PIs to prepare a 10/15min PowerPoint presentation of their project plans and attend a meeting with the committee as part of the application process.

Incomplete applications will be ineligible for funding.

All applications will be reviewed through the Research Office Application Review process against the criteria described in this document and considered on a case-by-case basis. Funds are limited and their availability will also impact the decision-making.



Definitions and responsibilities:

Principal Investigator (PI): is the individual responsible for the preparation, conduct and administration of a grant, cooperative agreement, training or public service project, contract, or another sponsored project and ensures responsible spending of project funds.

The Head of KE and ViceProvost R&I are the budget holders for all agreed expenditures on RIKE projects.

Further information:

Ethics applications: <https://www.solent.ac.uk/research-innovation-enterprise/research-at-solent/support/ethics-and-integrity>

REF Units of Assessment: <https://www.ref.ac.uk/panels/units-of-assessment/>

Knowledge Exchange Framework: <https://re.ukri.org/knowledge-exchange/knowledge-exchange-framework/>

Researcher Development Programme:

<https://www.solent.ac.uk/research-innovation-enterprise/research-at-solent/support>

Research, Knowledge Exchange and Communities Development guidelines:

<https://staff.solent.ac.uk/official-documents/research-innovation-and-enterprise/rkecd-at-solent.pdf>

Frequently Asked Questions

RIKE Project grants 2023/24

1. When is the closing date?

There is no closing date. However, please be advised that as funds are limited, applications made early in the University's financial year (August to July) are advised.

2. Can my project span across 2 years?

Projects can be developed within the current financial year (ending July 2024) or across financial years (ending July 2025). In either case, a detailed a detailed budget with clearly defined spend milestones needs to be provided.

3. Can my project include any external partners?

Yes, your project can involve external partners, however, payment of externals is not permissible and externals will not have any recourse or say on how the funds are administered.

4. Why is equipment no longer supported?

Funds for the RIKE Project grants come from the Quality Related Fund (QR) and Higher Education Innovation Fund (HEIF) from Research England. As of 2023/24, Research England has introduced new guidelines which impose restriction in terms of eligible. As a result, equipment is unfortunately no longer an eligible expense.

5. Can I include conference/event/training in my application?

Funding for dissemination/training are not eligible for funding under the RIKE project grants scheme. Such activities could be eligible for the Development Fund. Please refer to the [Development Fund guidelines](#) for more information.

6. Can I carry forward unspent funds?

Depends on the reason for the underspend. If the project has been completed, all unspent funds will have to be returned to the Research Office.

If original aims and objectives were not completed hence resulting in an underspend, PIs are entitled to request an extension by submitting a Budget revision request by the 31st May detailing the revised timeline and justification for the delayed project end date. Funds can only be spent to achieve the original aims and objectives as reported on the application form. Budget revision requests are reviewed regularly at the Research Office Application Review Meeting against the criteria of the funding call. If in need of requesting a budget revision, please email researchsupport@solent.ac.uk to request the template.

7. Can I apply to 'top-up' a grant made by another funder?

Generally speaking, externally funded projects will not allow this. Please refer to the awards guidelines and/or liaise with the funder to confirm that this is possible. We will consider co-funding if proof is provided that the funder is happy for this to go ahead.