HENRY ROYCE INSTITUTE

ADVANCED MATERIALS RESEARCH & INNOVATION

INDUSTRIAL COLLABORATION PROGRAMME

- Round 6

ROYCE

Guidance Document

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Appendices

Section 1 Overview

1.1 Summary

Each year, The Henry Royce Institute's Industrial Collaboration Programme offers grant funding for research, development, and innovation sprint projects that address key national materials challenges. The programme also facilitates collaboration between businesses and universities/research and technology organisations.

Royce is awarding up to £4 million under this Industrial Collaboration Programme 6 (ICP6). Projects which explore innovative ideas with a focus on technology translation can apply for a proportion of their total project costs.

These awards are not offered to support fundamental research projects.

1.2 Scope

Scope areas for this ICP6 are as follows:

Scope Area	Project Theme
1. Energy Solutions: *Rising to the net zero challenge*	1.1 Materials for battery energy storage 1.2 Materials for large-scale electrochemical energy generation and conversion (including hydrogen) 1.3 Materials for hydrogen transport, storage and use 1.4 Materials for heat exchange, heat storage and waste heat recovery 1.5 Materials for energy harvesting 1.6 Materials for advanced nuclear fuels and nuclear test capability
2. Future Healthcare: *Delivering beyond biocompatibility for active medical solutions*	2.1 Biocompatible materials 2.2 Materials for bioelectronics
3. Structural Innovations: *Strengthening our infrastructure, built environment and transport*	3.1 Low-Carbon Concrete 3.2 Composites 3.3 Metallics 3.4 Ceramics
4. Advanced Surface Technologies and Materials Durability: *Enhancing product safety, performance and lifetime*	4.1 Materials and modelling for surface engineering and tribology 4.2 Surface treatments and materials for demanding environments
5. Next-Generation Electronics, Telecommunications & Sensors: *Driving the future of high-performance connectivity and computing*	5.1 Materials for power electronics 5.2 Materials for quantum technologies 5.3 Materials for connectivity & telecommunications

Scope Area	Project Theme
6. Consumer Products, Packaging & Specialist Polymers: *Paving the way for a greener tomorrow*	6.1 Materials for sustainable packaging 6.2 Speciality polymers: sustainable elastomers

Please refer to Appendix 2 of Royce's National Materials Innovation Strategy for additional detail on these scope areas.

We encourage proposals in the above areas which incorporate or lead with the following cross-cutting themes:

- Sustainability and sustainable by design principles into materials innovations:
  - Design, production, use, and end-of-life considerations – including the foundation industries
  - Innovations in materials use and recycling to address the scarcity of critical minerals and reduce dependence on limited resources
- Materials 4.0 which embraces the digital revolution in materials discovery and scale-up.

It is the responsibility of applicants to explain how their application aligns with the scope of this programme.

Section 2 Eligibility

2.1 Project size

Total project costs must be between £50,000 and £130,000.

2.2 Project details

To be eligible, your project must:

- Include at least one company
- Include at least one HEI, RTO, not-for-profit organisation or charity
- Comprise no more than 3 partners in total (including the lead organisation)
- Start on 01 July 2026 and finish by 30 November 2026 (5 months)
- Carry out its project work in the UK
- Intend to exploit the results from or in the UK
- Incur all Royce-funded costs within the project's duration
- Be a new project or activity that has not already started – please note that a previously submitted unsuccessful application can be used to re-apply.
- Be within the scope of ICP6 (see Section 1.2)

UK-registered companies may participate and claim funding. International companies may participate but cannot claim funding.

To be eligible, your project must be led by one of the following project leads:

- An appropriate senior manager from industry (e.g. R&D Manager, Chief Technology Officer or equivalent)
- A researcher holding a permanent academic position (e.g. lecturer or equivalent)
- Holders of early career fellowships who are granted the same stature as a permanent academic staff member
- HEI or RTO technical professional services staff (e.g. technical facility experimental leads and technical specialists or equivalent)

Project leads can lead on one proposal and collaborate on one additional proposal. Collaborator leads can participate in a maximum of two proposals. There is no limit on the number of applications per organisation. However, companies should consider that Royce is unlikely to fund multiple projects from the same company.

Senior research staff (e.g. holders of postdoctoral fellowships), who cannot typically lead a research grant application can be indicated as co-investigators. Senior application scientists are eligible to be co-investigators on proposals and application scientists are eligible to be research co-investigators if either has significant input to the research. Co-investigators will be expected to undertake grant management responsibilities in addition to their research roles.

2.3 Key dates

Date	Task/deadline
01 December 2025	Applications open
03 December 2025	Briefing webinar
16 February 2026	Applications close
17 February - 27 March 2026	Review stages
w/b 27 April 2026	Award notification
w/b 04 May 2026	Applicant feedback
01 July 2026	Projects start
30 November 2026	Projects end

Section 3 Funding model and eligible costs

3.1 Funding models

The grant awarded to successful projects covers a proportion of the total eligible project costs and the amount awarded to each partner is determined as follows:

- Type of recipient (i.e. HEI, RTO, company)
- Size of recipient (only for companies) – see Section 3.1.3
- Project's research, development and innovation classification (only for companies) – see Section 3.1.3

3.1.1 Funding model for HEIs

HEIs undertaking non-economic activity can obtain a grant equal to 80% of their total project costs, if using Full Economic Costs (FEC).

3.1.2 Funding model for RTOs, Not-for-Profit Organisations and Charities

Not-for-profit organisations, RTOs and charities undertaking non-economic activity can obtain a grant equal to 100% of their total project costs.

3.1.3 Funding model for companies

Companies undertaking non-economic activity can obtain a grant equal to the relevant percentage below of their total project costs:

	Feasibility study	Industrial research	Experimental development
Small Enterprise	70%	70%	45%
Medium Enterprise	60%	60%	35%
Large enterprise	25%	25%	25%

Definitions for company sizes and project classifications are found in Appendices A and B. At its discretion, Henry Royce Institute will determine and change the classification of the research project.

3.2 Eligible costs

All eligible costs must be incurred directly due to the project and for research, development and innovation purposes only. The use of grant resources for commercial purposes is not allowed. All eligible costs should be limited to those strictly necessary for the project or activity and within the duration of the project.

All costs submitted as part of an application must be fully justified in the application form (see Section 4).

3.2.1 Eligible cost for HEIs

Project leads must contact their research support/pre-award teams and start their usual costing process. Please use an UKRI/EPSRC costing template.

Cost category	Notes
Staffing	May include researchers, investigators, technicians and should all be existing staff members.
Consumables	Consumables are used/consumed during the project (e.g. chemicals, reagents) and do not have a long-term lifespan. The maximum cost for an individual consumable item is £10,000 and Royce reserves the right to reject any consumable items accruing to a value above this.

Cost category	Notes
	This should not include items covered by indirect costs.
Travel and subsistence	Travel that is essential in the delivery of the project is eligible, up to a £5,000 maximum per partner and where this is completed within the project duration. Reasonable subsistence for any approved travel is also eligible.
Royce facilities	See section 3.7.1. These are funded at 100%.
Royce Application Scientists	See section 3.7.2
Non-Royce facilities	
Sub-contractor	See section 3.2.4
Indirect	Must align with your institution's usual UKRI costing process.

3.2.2 Eligible costs for RTOs, Not-for-Profit Organisations, and Charities

Cost category	Notes
Staffing	PAYE costs only.
Overheads	A flat 15% rate for actual personnel costs
Consumables	Consumables are used/consumed during the project (e.g. chemicals, reagents) and do not have a long-term lifespan. The maximum cost for an individual consumable item is £10,000 and Royce reserves the right to reject any consumable items accruing to a value above this.
Travel and subsistence	Travel that is essential in the delivery of the project is eligible, up to a £5,000 maximum per partner and where this is completed within the project duration. Reasonable subsistence for any approved travel is also eligible.
Royce Facilities	See section 3.7.1
Royce Application Scientists	See section 3.7.2
Capital usage/equipment usage	Allowed as per UKRI guidance
Subcontractor	See section 3.2.4

3.2.3 Eligible costs for companies

UKRI's costs guidance for non-academic organisations is used.

Cost category	Notes
Staffing	PAYE costs only.
Overheads	A flat 15% rate for actual personnel costs
Consumables	Consumables are used/consumed during the project (e.g. chemicals, reagents) and do not have a long-term lifespan. The maximum cost for an individual consumable item is £10,000 and Royce reserves the right to reject any consumable items accruing to a value above this.
Travel and subsistence	Travel that is essential in the delivery of the project is eligible, up to a £5,000 maximum per partner and where this is completed within the project duration. Reasonable subsistence for any approved travel is also eligible.
Capital usage/equipment usage	Allowed as per UKRI guidance
Subcontractor	See section 3.2.4

3.2.4 Subcontracting

Subcontracting is eligible only with prior approval from Royce and where the work undertaken by the subcontractor:

- is essential to the success of your project
- involves expertise that does not exist within the project team
- involves skills that it is not practical to develop in-house for your project

Total subcontractor costs cannot exceed 20% of total project costs.

If you plan to use any subcontractors, you must complete this enquiry form at least 2 weeks before the competition deadline. The expected total project costs and expected total subcontractor costs must be included. If you do not request approval from Royce in advance, or if approval has not been given, your application will be ineligible.

3.2.5 Ineligible costs

Examples of ineligible costs include:

• Equipment, including IT • Software costs incurred outside of the project duration • Non-economy travel and accommodation over £125	• Staff training and development • PhD fees/stipends • VAT (where this is recoverable)	• Entertainment and marketing • Alcohol • Independent auditor or accountant reports

3.3 Collaborators not receiving funding

If a project collaborator does not wish to claim grant funding and/or wishes to provide an in-kind or a cash contribution towards the total project costs, a Letter of Support must be provided as part of the application. There is no required template for this, however this must be on formal letterhead and clearly detail the level and value of support being provided. These in-kind or cash contributions do not count towards the £130,000 total project cost limit for the scheme but will be required to be detailed in a collaboration agreement, which must be signed between all project collaborators. A collaborator not receiving funding counts towards the maximum number of project partners, as listed in section 2.2.

3.4 VAT treatment of grant income by grant recipients

UKRI grants are not considered to be payment for services. They are provided without expectation of any supply or direct benefit to the grant funder. As a result, VAT does not arise, and any invoices submitted by the grant recipient should not include VAT. They should be issued 'outside the scope' of VAT.

Please note this reflects the UKRI funding conditions for the grant and does not constitute VAT advice.

3.5 VAT treatment of grant expenditure

Recoverable VAT (i.e. where it can be reclaimed from HMRC via a VAT return) should not be included within grant claims. It is not a cost to the grant recipient.

HEIs and industry partners can legitimately claim irrecoverable VAT incurred as part of their costs (i.e. VAT that is not reclaimed from HMRC). Organisations that are not VAT registered can include all VAT incurred on relevant expenditure within their claims.

Worked examples of project costs are provided in Appendix C.

3.6 Subsidy Control Framework

The competition awards funding to industry partners under the Subsidy Control Act 2022 under the Research, Development and Innovation Streamlined subsidy scheme.

3.7 Use of Royce Facilities and Application Scientists

3.7.1 Royce Facilities

More information on the facilities available can be found here.

Royce facilities costings should be obtained from the appropriate facilities manager. Contact details can be found in Appendix D. Please note that use of Royce facilities does not count towards the total number of projects partners (see Section 2.2).

3.7.2 Royce Application Scientists

Application Scientists are agile postdoctoral-level scientists based across Royce partners. They are available to conduct short-term experimental and analysis work to facilitate project delivery, which may include project scoping, management, experimental work, data analysis, and reporting.

Appendix E details Royce Application Scientist expertise by location. Where there is direct overlap with Royce Application Scientist expertise, Royce encourages their incorporation into the project. This is to de-risk and encourage timely project delivery.

Application Scientists may be included in project costs between 20% and 50% of their time to complement other direct staffing costs (e.g. researchers, experimental officers, technical specialists, and investigators). Please note that use of Royce Application Scientists does not count towards the total number of projects partners (see Section 2.2).

Projects requesting Application Scientist support must complete this **enquiry form** at least 2 weeks before the competition deadline, including the following information:

- Proposed project
- Requested contribution from the Application Scientist team
- The task(s) and facilities that will be used

Section 4 Completing and submitting your application

The application form comprises five parts.

Part 1 Overview

You will be required to describe your project and how it meets the scope of the scheme. Applicants are responsible for ensuring their proposals are within scope.

Part 2 Collaborators

You will be required to provide details of your project collaborators. You must upload a Letter of Support in this part for any collaborators not claiming funding.

Part 3 The Proposal

Question 1 The idea

What is the problem you wish to solve and why is your proposed approach an innovative solution?

You must consider the following in your answer:

- The specific innovation you propose to develop
- How this is different and better than alternative solutions
- Any barriers to adoption and how they could be overcome
- Why your solution is novel, important and timely

Question 2 Workplan

What will you do with the grant funding? How will you manage the project and risks effectively?

You must consider the following in your answer:

- Your project's main work packages, who leads them and the tasks associated with each
- A list of outputs of the project in terms of specific deliverables per work package
- Key project risks and how you will mitigate them
- Your freedom to operate, for example, patents, Intellectual Property
- Explanation of project classification assignment

As part of any application, you must also complete and upload a Gantt chart that aligns with your project's specified work packages. This must clearly highlight when your project's work packages are being delivered across the 5-month period, along with also highlighting when any Royce resources you are requesting (application scientists and/or facilities) are to be used. A template can be found on Royce's ICP6 website.

Question 3 Project resources and capabilities

Explain why you and your partners are capable of delivering this project.

You should consider the following in your answer:

- What resources and facilities you can access (whether Royce or non-Royce), including the main people and teams involved and relevant track records
- What are the contributions from each project partner and why the project is an effective collaboration leading to technology translation
- Your capability to deliver in the required timeframe given your existing business activities or constraints

Question 4 Impact and added value

What will be the impact of receiving the grant funding?

You must consider the following in your answer:

- What is the expected impact of the project? This may be academic or economic impact for the project partners and also environmental, societal, health, or other impact for the broader UK
- Why public funding is necessary and value for money. For example, is there currently a lack of investment, or market failure?
- How the project will progress and deliver outcomes beyond the life of the project and under what timescale

Part 4 Costs

In this section you will be required to input detailed information on any Royce facilities, Application Scientists and subcontractor service you wish to use.
You will be required to complete a budget table for each collaborator in your project, as well as providing a detailed breakdown and justification of what the funding will be spent on each cost category by each collaborator.

Part 5 Declaration

In this section you will be required to declare that you fulfil the scheme's eligibility criteria. It is the applicant's responsibility to ensure that the proposal meets the requirements of this scheme, including completing the application form correctly and uploading any required supporting documentation.

Section 5 Evaluation

Applications will be assessed for both eligibility and quality.

After the application deadline, all applications received will be assessed against the eligibility criteria listed in Section 2.

Eligible proposals will then be reviewed by independent experts in the field from industry and academia against the following criteria:

- The idea/concept
- Clarity of workplan
- Project resources and capabilities
- Impact and added value

Each criterion will be scored out of 25 marks.

As this is a competitive process, not all projects can be funded. Royce will provide all eligible applicants with feedback. Detailed scoring/ranking will not be provided.

Section 6 Award

Royce will undertake due diligence checks on project partners for any projects selected for funding. Any adverse findings may influence the funding decision. Royce is unable to fund high-risk organisations.

Where you have been previously awarded funding by Royce, you must have completed any outstanding requirements of that funding to be awarded new funding.

If your application is selected for funding and successfully passes all due diligence checks, you will be issued an award letter detailing the funding award offered and the conditions under which the award is being made. The conditions of any award are listed on the Royce website.

If awarded funding, you must:

- Confirm your acceptance of the grant on the Flexigrant portal.
- Sign and upload an award letter to the Flexigrant portal within two weeks after award. Projects led by a Royce partner are not required to submit a signed award letter.
- Upload a signed collaboration agreement between all project partners to the Flexigrant portal before 1 July 2026, i.e. project's start date. Projects are recommended to use an industry approved template such as a Lambert template or a Brunswick template (for inter-university collaborations).

Project awarded under this scheme are also required to submit the following:

- A Progress Report
- A Final Report and Case Study within one month after the project end date
- Claims - The lead organisation is responsible for submitting claims for all project costs and for all partners. Please refer to Royce's Grants Claims Guidance on the ICP website for detailed information on how to claim the funding award.

All of the above must be submitted to Royce through the project lead. Failure in submitting these documents within the required timeframes may impact your eligibility for future Royce funding opportunities.

It Is the responsibility of the award recipient to carry out any due diligence required to ensure that the project is undertaken in accordance with all applicable export control regulations and that export control licenses are obtained where required.

Appendix A Company size definitions

Definitions as per Companies Act 2006 (effective from 6 April 2025).

Micro Entity	A micro-entity must meet at least 2 of the following conditions: • turnover must be not more than £1 million • the balance sheet total must be not more than £500,000 • the average number of employees must be not more than 10
Small Company	A small company must meet at least 2 of the following conditions: • annual turnover must be not more than £15 million • the balance sheet total must be not more than £7.5 million • the average number of employees must be not more than 50
Medium Company	A medium company must meet at least 2 of the following conditions: • the annual turnover must be no more than £54 million • the balance sheet total must be no more than £27 million • the average number of employees must be no more than 250
Large Company	Any companies that do not meet the criteria for micro-entities, small or medium companies are large.

Appendix B Project classification definitions

The funding intensity table is established from the UK's new Subsidy Control Act under the streamlined RD&I route. In determining project classification businesses need to determine which of the following definitions reflects the work conducted in the majority of their work packages.

Feasibility study means the evaluation and analysis of the potential of a project, which aims at supporting the process of decision-making by objectively and rationally uncovering its strengths and weaknesses, opportunities and threats, as well as identifying the resources required to carry it through and ultimately its prospects for success.

Industrial research means the planned research or critical investigation aimed at the acquisition of new knowledge and skills for developing new products, processes or services or for bringing about a significant improvement in existing products, processes or services.

Experimental development means acquiring, combining, shaping and using existing scientific, technological, business and other relevant knowledge and skills with the aim of developing new or improved products, processes or services.

Appendix C Worked examples

Example 1

University AB partners with company YZ Ltd, based in Manchester, UK, and are keen to collaborate on a project to explore a feasibility study for the computational design of new anti-corrosive materials.

University AB determines that the full economic costs of the work are £60,000. Company XY Ltd, a small company, determines that the cost of labour and materials is £40,000.

If the grant application is successful, the grant will pay:

Project partner	Project cost	Funding intensity	Grant payable
University of AB	£60,000	80%	£48,000
XY Ltd	£40,000	70%	£28,000
Total	£100,000		£76,000

Example 2

A research and technology organisation (RTO) partners with company VY Inc, based in the USA. They are keen to conduct an industrial research project to explore the thin-film deposition of new materials.

The RTO initiates its internal costing process and determines total project costs of £80,000. Company VY determines total costs of £40,000.

As the company is based abroad, it is ineligible to receive grant funding. The company prepares a Letter of Support outlining its £40,000 contribution to the project, and it submits as part of the proposal submission. They are not required to include costs within the budget table.

If the grant application is successful, the grant will pay:

Project partner	Project cost	Funding intensity	Grant payable
RTO	£80,000	100%	£80,000
VY Inc	£0	-	£0

Example 3

The University of BC partners with company KR Ltd, based in Leeds, UK to explore the feasibility of a technology to prolong the lifetime of green electrolysis.

The University of BC has project costs of £100,000. KR Ltd does not wish to claim grant funding. However, It wishes to provide a £30,000 contribution, which includes access to staff time, consumables, and its facilities.

As part of the application, KR Ltd is not required to complete the budget table but is required to prepare a Letter of Support that outlines its contribution towards the project costs. If the grant application is successful, the grant will pay:

Project partner	Project cost	Funding intensity	Grant payable
University of BC	£100,000	80%	£80,000
KR Ltd	£0	-	£0

Appendix D Royce facilities

Information of all Royce Facilities are listed here. For access to Royce facilities, the appropriate facilities managers should be contacted by applicants to confirm equipment name, costings and time required to be included in your application.

- Cranfield University royce@cranfield.ac.uk
- Imperial College London royce@imperial.ac.uk
- National Nuclear Laboratory royce@uknnl.com
- The University of Sheffield royce@sheffield.ac.uk
- UK Atomic Energy Authority royce@mrf.ukaea.uk
- University of Cambridge royce@maxwell.cam.ac.uk
- University of Leeds royce@leeds.ac.uk
- University of Liverpool mifinfo@liverpool.ac.uk
- University of Oxford royce.access@materials.ox.ac.uk
- The University of Manchester royce@manchester.ac.uk

Appendix E Royce application scientist expertise by location

Location	Expertise
Manchester	Chemistry, surface chemistry, sustainable polymers, polymer synthesis and characterisation, chemical sensors, nanomaterials, 2D materials, graphene, nanocarbon/nanoparticle hybrids, nanocomposites, catalysis/characterisation, electron microscopy, polymer/ceramic composites, additive manufacturing, bioprinting, hydrogels, fibre spinning, textiles, metallurgy, corrosion and protection, electrochemistry, superconducting coatings, X-Ray tomography, life cycle analysis.
Sheffield	Metals processing, powder metallurgy, field-assisted sintering technology, titanium alloys, ceramic processing and characterisation, process development, scale up and optimisation
Leeds	X-ray analytical techniques including X-ray diffraction (XRD), X-ray photoelectron spectroscopy (XPS), small angle X-ray scattering (SAXS), X-ray computed tomography (XCT), electron microscopy, particle size analysis, compositional analysis, crystallography, ceramics, mechanical testing.
Oxford	Electrochemical and design aspects of lithium-ion batteries. Handling air-sensitive materials, performing all stages of cell building (from material synthesis to full cell construction), and conducting routine and specialist analysis. Cell Fabrication - Coin, pouch; mixing, coating, calendering, cell assembly. Experience up to pilot scale - automated cylindrical cell assembly and reel-to-reel coating (at other locations). Electrochemical formation/grading, CV, polarisation, impedance, rate, resistance and retention cycling. Analysis - SEM/EDX, CT scanning (other locations), PSD, Titrations, DSC, TGA, XRD, GC, MS, IR. Fault finding and analysis, mechanical testing.
Cranfield	Coating deposition, thin films, thermal spray, CVD, PVD, microstructural analysis, hydrogen permeation barriers, heat treatment, corrosion, analytical techniques
Cambridge	Nano/micro fabrication of functional materials and devices, semiconductor devices (including 'strain engineering' enhanced semiconductor devices), microfluidic cell sorting devices. Three-dimensional cell scaffolds, understanding cell-substrate interactions, understanding biomolecule-material interactions.

The Royce Research and Business Engagement team is available to discuss potential project ideas, particularly from businesses unfamiliar with expertise and capabilities across Royce

Contact:
grants@royce.ac.uk

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