Agile Award Application Form

It is strongly recommended that you read the Innovation Accelerator Fund Guidance document [HT-IAF-3] before completing this form. This document is available at <https://sel.synlab.co.uk/iaf/>.

The majority of fields in this form are free text; however, some fields require an option to be selected from a dropdown list. You can move through the fields using the tab key.

Please email your completed form and any supplementary documents including documentation confirming all applicable ethical approvals have been met to the IAF Administrator at [IAFAdministrator@synnovis.co.uk](mailto:IAFAdministrator@synnovis.co.uk).

Contact the IAF Administrator if you have any queries.

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**Agile Award projects provide a means for rapid response to an unmet clinical need or commercial opportunity, or fund “What if” questions that have the potential to influence on operations and need a rapid result. They are more reactive rather than proactive in nature.**

1. Investigator Details

**Principal Investigator**

Full name:

Job title:

Department:

Site:

Employer:

Email address:

Contact Number:

Co-investigator 1 (if applicable)

Full name:

Job title:

Department:

Organisation:

Email address:

Co-investigator 2 (if applicable)

Full name:

Job title:

Department:

Organisation:

Email address:

Co-investigator 3 (if applicable)

Full name:

Job title:

Department:

Organisation:

Email address:

Co-investigator 4 (if applicable)

Full name:

Job title:

Department:

Organisation:

Email address:

Co-investigator 5 (if applicable)

Full name:

Job title:

Department:

Organisation:

Email address:

Co-investigator 6 (if applicable)

Full name:

Job title:

Department:

Organisation:

Email address:

If you wish to add more than six Co-investigators, contact IAFAdministrator@synnovis.co.uk

1. Project Details

Project title:

Amount requested: **£0.00**

Estimated project duration:

Department(s) where the work will be carried out:

Does the proposal involve outsourcing any research or development activities to an organisation outside of Synnovis or the partner hospital Trusts?

Does this proposal involve the use or development or of a novel technique or technology or the novel application of an existing technique or technology?

Is the purpose of the proposed project to support the validation or implementation of an already established test?

Does the proposal involve discovery research with unknown or uncertain translational value?

If the project is led by a Trust investigator, have any Synnovis laboratories been consulted in the work up and expressed support of the proposal?

With your answers to the questions above in mind, please explain how the proposal meets the criteria of an Innovation Accelerator Fund project (max 100 words).

Please provide a high-level executive summary of the background to your idea (max 250 words).

Please describe how this application fits the Agile Award criteria (max 150 words).

The IAF supports initiatives that drive laboratory service innovation. The objective is to accelerate innovative laboratory capability leading the way in the clinical development and adoption of new assays, applications, and capabilities for the benefit of patients, of the planet (through the reduction, reuse and/or recycling of resources, and a reduction in CO2 emissions), all for benefit of the service. The IAF will fund activities that lead the way in considering environmental and social sustainability, to bring benefit to the organisation through investment and early adoption.

With the above statement in mind, what are the possible benefits you see for the company because of this idea? Include any potentials for market opportunities, customer base, and annual activity (max 250 words).

Please describe the impact your proposal could have in terms of the potential number of patients that this project could affect. Does this project provide an unmet need for many patients or adds to an existing repertoire of tests?

Please confirm you are aware of any implications of the pathology transformation and new Target Operating Model on the operational areas involved in this work and detail how this has been considered in this proposal. Please include any risks to delivery and any mitigating factors.

Please provide any further relevant details/justification supporting your idea below (max 1000 words).

Have you made your Service Delivery Manager aware of this application?

1. Financial Assessment

It is recommended that investigators seek guidance from Synnovis’ Finance department to ensure accurate costings are established.

Please describe your spending plan for the award detailing what resources this funding will provide for.

Please provide details of the staffing resource required for the project. Include the job title and band of the staff members required, the amount of time anticipated to be required, and details of how staff would carry out the work without routine service delivery being affected.

Please provide the total for staff, equipment, reagent, consumable and any other costs below.

Staff costs: **£**

Equipment costs: **£**

Reagents costs: **£**

Consumable costs: **£**

Other costs: **£**

Contingency amount: **£**

**Total: £****0.00**

Has advice from Synnovis’ Finance Business Partners been sought in preparation of this spending plan?

1. Responsibilities

It is the responsibility of the Principal Investigator to ensure that all required ethical, regulatory, and governance mechanisms have been approved and documented for each IAF project. It is not within the remit of the awarding panel to determine the specific requirements needed for each project. Failure to complete the required documentation will result in delays or failure to approve projects. Please indicate below any ethical, regulatory, and governance permissions required and the estimated timelines to obtain approval. If this is not applicable to your project, please enter N/A.

Corporate social responsibility (CR) is at the heart of how Synnovis and the wider SYNLAB group does business. CR and Environmental Social Governance (ESG) are essential components guiding practices within the pathology partnership and increasingly have a bearing on decision making. Please describe any corporate responsibility and ESG factors that are built into your project and how these will reduce environmental impacts and/or similarly how social benefits will be increased. If this is not applicable to your project, please enter N/A.

1. Declarations

As part of Synnovis’s commitment to ethical practice across all sectors of the business, an obligation is placed on the recipients of Innovation Accelerator Fund awards to declare any interest that would interfere with or compromise the performance of projects supported by the IAF.

Declarations of interest of all participants or proposed participants in a project must be disclosed at the time of award application. Declaration of interest extends to the project participants, his/her partner, members of his/her family, or other group(s) with whom the participant has a relationship that has an interest. An apparent conflict of interest exists when an interest would not necessarily influence the researcher but could result in the researcher’s objectivity being questioned by others. Intentionally failing to reveal a known interest will be regarded as misconduct and may be subject to further action.

Please note that declarations of interest may be accessed under the Freedom of Information Act. Where a conflict of interest appears to have been revealed, Synnovis may need to consult with the Principal Investigator to ensure that the conflict of interest does not compromise the project. It should be stressed that the existence of a conflict of interest does not automatically disqualify a researcher from participating in an IAF award.

There are different types of conflict of interest. For example, the following list, which is not exhaustive, gives some of the more common conflicts of interest areas.

1. A current proprietary interest in a substance, technology, or process (e.g., ownership of a patent), considered in or otherwise related to the subject matter of the project.
2. A current financial interest, e.g., shares or bonds, in a commercial entity with an interest in the subject of the project (shares > £10,000 except share holdings through general mutual funds or similar arrangements where the expert has no control over the selection of shares)
3. Positions such as employment, consultancy, and directorship with current or expected financial remuneration with any commercial entity which has an interest in the subject matter related to the project. Consultancy is defined as professional activity related to the person’s field or discipline, where a fee-for-service or equivalent relationship with a third party exists.
4. Performance of any paid work or research during the past four years commissioned by an organisation with interests in the subject-matter of the proposed project endeavour. Also included is any other non-funded interest in such an organisation with interests in the subject-matter of the proposed project during the past four years.
5. With respect to the above, an interest in a competing substance, technology or process, or an interest in or association with, work for or support by a commercial entity or organisation having a direct competitive interest should similarly be disclosed.

It is the responsibility of the Principal Investigator to ensure that any conflicts of interests are disclosed on behalf of all project investigators. Intentionally failing to reveal a known interest will be regarded as misconduct and may be subject to further action.

Have you or your partner/family and/or research group any financial or other interest in the subject matter of the research in which you will be involved, which may be considered as constituting a real, potential, or apparent conflict of interest?

If yes, please provide details.

Please confirm that you understand and agree with the following statement:

I agree to participate in ways to share findings from IAF funded projects which could include (but not limited to) Synnovis and/or SYNLAB Group in service meetings, poster/conference presentations, and manuscript submissions.

Please provide your full name, insert a picture of your electronic or written signature into the image box and select the date of signing to confirm that you understand and agree with the following statement:

The information in this application form is true and complete. I agree that any deliberate omission, falsification or misrepresentation in the application form will be grounds for rejecting this application and subsequent action.

Principal Investigator full name:

Principal Investigator signature:

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Date: Click or tap to enter a date.