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| Fibre in Water -  Application Form |

1. How to Submit

This application form should be completed in accordance with the guidance provided in the Fibre in Water Competition Guidance document and supporting material.

Once completed, this document should be submitted in Microsoft Word format (contact 5genquiries@dcms.gov.uk if this format will cause difficulties, please include ‘Fibre in Water’ at the beginning of the subject line).

**Project leads should submit the following documents:**

1. This Project Application form (plus any allowed appendices)
2. Project Finance Form (one per project partner), signed
3. Copies of 2 years of the latest accounts for each partner
4. Summary Information

**Application Information (not scored)**

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| **Project Name** |  |
| **Project Lead Organisation** |  |
| **Project Lead Contact Name** |  |
| **Project Lead Contact Email** |  |

**Public description (not scored)**

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| **Describe your project in a way that will be understandable to the general public, and in a way that you are happy to see published.**  Please do not include any commercially sensitive information, e.g. intellectual property or patent details. We will publish this description. This could happen before you start your project.  We would also like to publish the partners involved in your proposal and the public description of the project, but this is not mandatory. Please also check the box below to confirm DCMS may publish a list of your proposed project partners with the description.  **400 words limit** | |
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| **DCMS may publish project partner list (organisation names only)** | ☐ |

1. Evaluated Questions

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| **Section** | **Weighting** | **Ideal response** |
| **A. Project description, objectives and outcomes** | 25% | A clear description of the project, stating its aims, its objectives and expected outcomes. The description should describe which elements of Fibre in Water technologies will be adopted and why, detail the project’s innovative elements and summarise the expected key impacts of the trials. The description should also outline the consortia and their roles, along with key members and who’s doing what. |
| **B. Outcome sustainability** | 30% | Provide a clear description of project outcomes and a reasoned and credible comparison of the benefits and costs of the project. Outlining how your successful trial will lead towards deployment of commercially-viable products and services sustained without further government grant funding as well as the additional Social Value your project will create. |
| **C. Delivery** | 25% | Evidence that the project plan and work package tasks have been thought through and that there is a robust approach to controlling the project in flight that is proportionate to the funding levels sought. |
| **D. Financial** | 20% | A clear overview and explanation of the costs of the programme and confidence that financial management and control of the project will deliver good value for money. |

In evaluating your responses we value brevity and the maximum word limit is fixed, but please give sufficient evidence to support your bid. Tables will not be included in this word limit but should be only used where necessary. Additional diagrams should not be provided unless requested. Content beyond the word limits will not be provided to assessors.

Your response should provide sufficient evidence to support any assertions made and state any underlying principles or assumptions.

You should not include commercial sales messages about products or services being proposed.

**A Project description, objectives and outcomes (25%)**

Please provide a clear description of the project, stating its aims, its objectives and expected outcomes. The description should describe which elements of FiW and other technologies have been adopted and why, detail the project’s innovative elements and summarise the expected benefits of the project’s outcomes. The description should also outline the consortia and their roles, along with key members and who’s doing what.

An ideal response to this section will provide a clear and compelling description of the nature, scale and value of the proposed project, and why the proposed consortia is best placed to deliver it. It should address the following **three** questions.

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| **Question 1: Describe the project's strategic aims highlighting which project challenges you plan to address? Include reference to the competition objectives - 10% - 750 words (Triage Question)**   * Describe the main motivation for the project and which project challenges you will address. Your description must identify operational and commercial drivers for success and the particular challenges that could be met using FiW capabilities, highlighting innovative aspects. * How will your solution impact the UK and global markets for FiW? How will it be differentiated from competing FiW products or other solutions that could achieve the same objectives? * State, in simple terms, what you will deliver in your project. |
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| **Question 2: Describe, in technical terms, the system architecture and major technological components and innovations of the project including a diagram(s). - 10% - 750 words (Triage Question)** |
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| **Question 3: Describe how your solution will consider secure-by-design principles, including from a physical, personnel, and cyber security perspective. - 5% - 400 words**   * Describe how you will ensure your implemented solutions are safe and secure conforming to best practice in both Water and Telecoms industries. * What technical functionality is built into your system to appropriately manage and monitor telecoms, water and cyber security? |
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**B Outcome sustainability, benefits and route to market (30%)**

Please provide a reasoned and credible picture of how the project’s expected outcomes might lead towards deployment of financially viable products including wider benefits of the telecoms and water networks.

An ideal response to this section will provide a reasoned and credible business case for the development of the project’s products. It should address the following **four questions.**

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| **Question 1: Describe the project’s measurable outcomes - 5% - 400 words**   * Describe the measurable impacts of your project by the end of the funding period and how you will evidence the impact of your project. * Describe your approach to the identification and dissemination of lessons learned and project outcomes and explain how it benefits the water and telecoms industries as well as adding Social Value**.** |
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| **Question 2: How will your project bring the product(s) or capability(s) closer to deployment and support the development of a FiW ecosystem? If helpful, you may wish to use Technology Readiness Levels (TRLs) to support this - 10% - 750 word limit**   * Describe how the project will contribute to developing the UK’s infrastructure capabilities in creating a FiW ecosystem. * Describe how your proposal will help drive adoption of live FiW services in the absence of further government funding. * Highlight the key outputs your project will deliver in each project year and how these will deliver against the challenges and competition objectives, as well as any others you have identified. |
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| **Question 3: Building on your response to question 1, compare and contrast the project’s benefits to its costs. Please specify the project‘s measurable monetisable and non-monetisable benefits or explain how you will determine these as part of your project - 10% - 750 word limit.**   * How the project will deliver and measure benefits, such as:   + Reduction in Water leakage.   + The proportion of FiW that can be laid compared to other conventional deployments.   + Reduction in cost of deploying fibre.   + Reduction in time taken to deploy fibre.   + Reduction of Greenhouse Gases incurred in deploying fibre.   + Increased broadband and mobile coverage.   + Reduced operating costs for Water and Telecoms companies.   + Reducing the cost barrier for development and deployment of FiW technologies, products and services.   + Developing and testing new business models and applications for FiW solutions, and consequential benefits to businesses, including productivity improvements.   + Supporting the development of the local economy, including the growth of local businesses, particularly SMEs.   + Additional Social Value your project will create. * You should clearly identify what will be delivered before the Project Development Review. * Note: It is strongly recommended that you begin to quantify some of the above benefits as this will greatly support your benefits realisation efforts |
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| **Question 4: Describe your vision for the development and funding of the product(s) once the project is completed - 5% - 400 word limit**   * Describe how the project outputs and outcomes will deliver value beyond the funding period, including how they could be further developed, scaled or improved beyond the timeframe or outside of the scope of this project. * Briefly detail how your vision for FiW solutions supports other government or private sector schemes for rolling out gigabit-capable broadband and mobile services. * Describe how this project will affect your longer term roadmap(s) for new products and services. * Briefly describe how your project will help to foster a vibrant and open market for FiW solutions across the UK and beyond. |
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**C Project Delivery (25%)**

Please provide a detailed plan for the delivery of the project. A good response will provide evidence that the project proposal is credible and that there is a robust approach to controlling the project that is proportionate to the funding levels sought.

It should address the following **three questions.**

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| **Question 1: Provide a plan and supporting description that outlines the following: - 12.5% - 1000 word limit**   * Describe how the project will be delivered including:   + The areas of the country you plan to pilot this solution.   + The types of pipes you will be piloting the solution in.   + How will you maintain the pipes to the required standards for drinking water over multiple years?   + Arrangements and agreements which you will need to be made ahead of the pilot. * Outline key activities, including purpose and objectives of these activities. * Describe your mobilisation plan (from grant agreement to starting delivery) * Highlight key decision points. * Identify milestones, including grant payment milestones. * Gantt Chart (required) or other supporting materials should be provided as an annex. |
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| **Question 2: How will the project be governed and decisions made? - 5% - 600 word limit**   * Describe your proposed project management processes and governance structures. * Describe the roles and responsibilities, skills and experience of all partners that are relevant to the approach you will be taking. In particular, identify the participant(s) who will be responsible for the management and operation of the testbed, and why they have the right skills and capabilities to deliver this. * Describe how your consortium will deliver this project. How will the organisations achieve more working together than if they were working individually? * Explain why the project lead is best placed to undertake this role. Business led projects are preferred unless there is a strong justification otherwise. * Describe which legal entities will own any assets which are paid for by grant funding. * Describe the details of any vital external parties, including sub-contractors, who you will need to work with to successfully carry out the project. |
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| **Question 3: Describe the most significant risks to the successful delivery of the project and how they will be managed (7.5%) - 600 word limit**   * Identify the main risks and uncertainties of the project and provide a risk analysis for the project content and approach, with a ranking of the risks and mitigations. Include any cost, timing, technical, commercial, managerial and environmental risks as well as other uncertainties (for example ethical issues, device/service availability issues) associated with the project. * Identify any internal and external dependencies, support or engagement required to complete your project. Indicate what is agreed at the time of submission and what is still to be agreed, for example any legal agreements or consents that need to be put in place to enable the works to be undertaken. |
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**D Financial (20%)**

Please explain the financial approach of the project and how it will achieve value for money.

A good response to this section will provide a clear overview and explanation of the costs of the programme and confidence in financial management and control of the project.

It should address the following **three questions.**

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| **Question 1: Identify the major cost components and explain how these represent value for money - 10% - 600 word limit**   * Provide a narrative description summarising what each project participant will be delivering and the costs associated and how this will be managed.. * Describe the contributions in kind from each project participant. * Provide a cost breakdown of forecast expenditure on the project. Identify costs for the feasibility study and pilot separately. Explain how the costs have been calculated. * Describe what water and telecoms network and any other infrastructure will be used in the project (if any) and how it will be sourced. * Describe any subcontractor costs and why they are critical to the project and are not grant receiving consortium members. * Identify the amount of DCMS grant and other funding you will set aside for collaboration with the FiW ecosystem. A minimum of 3% of grant funding is required. * Confirm that no grant funding claims extend beyond 31 March 2024. * Provide an appendix separately identifying the following:   + The estimated project cost for each work package. Make clear the level of contribution from each project participant and the level of grant funding requested from DCMS.   + The spend profile by month, linking it to milestones and deliverables as needed. This should be fully consistent with the dates you have specified in the project plan. |
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| **Question 2: Explain how you will ensure value for money through your sourcing approach and supply chain - 5% - 400 word limit**   * Explain your sourcing approach. * Confirm that the grant amount requested includes any irrecoverable VAT, all fees and charges as well as appropriate allowance has been made for any price inflation during the project period. |
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| **Question 3: Explain to what extent this project would go ahead without public funding and the difference public funding would make. Why would you not be able to wholly fund the project from your own or other private-sector funding? 5% - 400 word limit**   * Detail how the funding you require will allow you to undertake the project in terms of time to market and any other relevant factors, where you would otherwise be unable to. * Tell us to what extent the project could go ahead in any form without government funding, and if so, what difference would government funding make? Explain why this contribution would be beneficial to the project partners involved in the project, as well as the UK taxpayer (in terms of economic, social, environmental and other impacts). * Describe any direct follow-on funding from project partners. This should include any post-project research and development, further trialling and capital spending commitments by the project partners. * Describe any additional areas of added value not set out elsewhere in your proposal. |
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Note: As part of assessment of Section D, Assessors need to be confident the project is good value and can be delivered to the stated cost. They will consider:

* The response to these questions and the supporting financial information provided.
* The suitability of the proposed costs - costs considered excessive will be a cause for serious concern.
* The total amount of grant funding requested from DCMS. Whether there is an appropriate level of contributions from public sector organisations who are project partners.

1. Supplementary Information

Information provided here will be used to aid understanding of the assessed responses to the questions above.

**1 Finance Summary**

Please complete the following finance summary.

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|  | 1. Organisation name (as officially listed e.g. on Companies House) | 2. Organisation registered postcode | 3. Entity registration number (e.g. Companies House) | 4. Enterprise category | 5. Postcode where majority of work will be done | 6. Costs to be funded by each organisation  (£) | 7. Funding sought from DCMS  (£) | 8. Other funding from public sector bodies  (£) | 9. Total  (£) |
| Lead org. |  |  |  |  |  |  |  |  |  |
| Partner 1 |  |  |  |  |  |  |  |  |  |
| Partner 2 |  |  |  |  |  |  |  |  |  |
| Partner 3 |  |  |  |  |  |  |  |  |  |
| Partner 4 |  |  |  |  |  |  |  |  |  |
| Partner 5 |  |  |  |  |  |  |  |  |  |
| Partner 6 |  |  |  |  |  |  |  |  |  |
| Partner 7 |  |  |  |  |  |  |  |  |  |
| Partner 8 |  |  |  |  |  |  |  |  |  |
| Partner 9 |  |  |  |  |  |  |  |  |  |
| Partner 10 |  |  |  |  |  |  |  |  |  |
| Partner 11 |  |  |  |  |  |  |  |  |  |
| Partner 12 |  |  |  |  |  |  |  |  |  |
| Partner 13 |  |  |  |  |  |  |  |  |  |
| Partner 14 |  |  |  |  |  |  |  |  |  |
| Partner 15 |  |  |  |  |  |  |  |  |  |
| Partner 16 |  |  |  |  |  |  |  |  |  |
| [non-partner contributions 1] |  |  |  |  |  |  |  |  |  |
| [non-partner contributions 2] |  |  |  |  |  |  |  |  |  |
| [non-partner contributions 3] |  |  |  |  |  |  |  |  |  |
| [non-partner contributions 4] |  |  |  |  |  |  |  |  |  |
| **Total (£)** | | | | | |  |  |  |  |

Where organisations not requesting DCMS grant funding are contributing to the project, please enter their contributions in the *non-partner contributions* rows and populate.

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|  | **Information Request** | **For Completion**(guidance in italics) |
| **2** | Please confirm that your consortium has reviewed and understands the Subsidy Control regime under which you intend to receive grant funding, and that your application complies with said rules? | *[Please state: ‘Yes’ or ‘No’ and which regime you intend to use]* |
| **3** | I confirm that the project has obtained a legal opinion and this bid would constitute allowable subsidy under the regime you intend to use. | *[Please state: ‘Yes’ or ‘No’, If No, when would this be expected to occur?]* |
| **4** | Has the financial contribution of each partner to the project been signed-off at an appropriate level within their organisation? | *[For each organisation please state: ‘Yes’ or ‘No’.*  *If ‘No’, when would this be expected to occur?]* |
| **5** | Can you confirm that your bid conforms to the DCMS High Risk Vendor (HRV) policy outlined in guidance. | *[Please state: ‘Yes’ or ‘No’]* |
| **6** | Please state the regulatory clearances or licenses you require to carry out your project. To what extent have these been secured? | *[Please provide details of regulatory clearances and licenses]* |
| **7** | Please provide the addresses of the key locations in the project, including where the feasibility study and pilot will take place? | |  | | --- | | **Location & address** | | *[Insert location name and address including postcode]* | |  | |
| **8** | Please confirm that the grant amount requested from DCMS includes any irrecoverable VAT, all fees and charges, and appropriate allowance has been made for any price inflation during the project period. | *[Enter ‘Confirmed’]* |
| **9** | Please confirm that if you are successful in this competition, the Project Lead will accept the terms and conditions in the draft grant funding agreement provided? We expect projects to sign within 6 weeks of notification of successful bid. | *[Enter ‘Confirmed’]* |
| **10** | Confirm your project has reviewed and understand the 3% collaboration requirements outlined in the guidance. | *[Enter ‘Confirmed’]* |
| **11** | Please confirm whether partners have provided a letter of support or commitment to the project?  Please submit a copy of letter(s) as a PDF(s). | *[Enter ‘Confirmed’ and partner name]* |

**12 Other required attachments**

1. Project Finance Form (one per project partner), signed
2. Copies (.pdf) of 2 years of latest accounts for each partner