



Department for
Science, Innovation
& Technology

Smart Infrastructure Pilots Programme (SIPP)

Competition application guidance

June 2023



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Overview

Summary

The Department for Science, Innovation and Technology (DSIT) is offering a total of up to £1.5 million for six local authority-led pilots, to be matched by smart service providers working with the participating local authorities.

Through this funding, we will enable successful pilots to procure and test “smart” multi-purpose columns for mobile and wireless connectivity services, and other relevant uses, which will help them make efficiency savings and increase connectivity for their local communities.

The “Smart Infrastructure Pilots Programme” (SIPP) supports the government’s vision set out in our [Digital Strategy](#) for a competitive and innovative digital economy, and delivers on our [Science and Technology Framework](#) and our commitment to grow the economy.

The programme supports the implementation of our [UK Wireless Infrastructure Strategy](#), which sets out a clear vision for how advanced wireless infrastructure can become an integral part of the fabric of the UK's economy and society by 2030, and how we want people, business and public services across the UK to realise the full benefits of 5G and other advanced wireless connectivity.

Dates & Deadlines

The competition process will follow these steps:

- Applications will be assessed against this Competition Application Guidance.
- Applications will be ranked for shortlisting.
- The highest scoring shortlisted applications will be selected as preferred applicants.
- The applicants will be notified of the funding decision.
- All applications will receive assessor feedback upon request.

The indicative timeline is below:

Milestone	Date/Deadline
Competition Opens	12 June 2023
Launch/Briefing Event	15 June 2023
Deadline for receipt of application (competition closes)	23:59, 7 July 2023
Assessment of bids	July 2023
Successful Applicants Notified	Late July 2023
Project Mobilisation	August 2023

Grant Funding Period	September 2023 - 31 March 2025
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Who can apply

This competition is open to applications from UK-based local authorities. Applicants should also meet the other eligibility criteria set out in Section 4.

How to Apply

What to Complete

The following document needs to be completed as part of your application:

1. **Application Form** (plus any allowed appendices) - see Application and Assessment section below for further details of the application

How to Submit your Application

You must submit your application via the Find A Grant portal, details of which are on the competition's gov.uk page. You will receive an email acknowledgement of your submission.

Applications must be submitted by **23:59, 7 July 2023**.

We strongly advise submitting well in advance of the deadline (i.e. days before) as there is always a risk that IT issues prevent you submitting promptly (e.g. issues sending large files).

Application Format

You can only use the application form and templates provided. They contain specific guidance on information you must provide.

The application form and templates contain specific fields. It is important that you complete each field and submit a fully completed form. Incomplete forms may be considered ineligible and not sent for assessment.

DSIT reserves the right to ask for additional clarifications and correction following the submission deadline.

The application form and templates must not be altered, converted or submitted as a different file type.

Additional information submitted at the request of DSIT must meet any timing, format and length requirements we may specify at the time.

The submission must conform to the maximum length specifications stated in the “Evaluated questions” section below. Information in excess of this will be disregarded.

Tables will not be included in this word limit but should only be used where necessary.

Hyperlinks referencing further information may be included to inform more detailed understanding post-selection, but will be disregarded during the assessment of applications.

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.

Funding

Funding Source & Amount

There is up to **£1.5 million of capital funding** available from the Department of Science, Innovation & Technology (DSIT) - via a continuation of the government's [Shared Outcomes Fund](#).

DSIT will make available grant funding of up to **£250,000** to each individual project. The DSIT grant is for the procurement of smart multi-purpose columns. Local authorities will be expected to secure equivalent (or higher) funding from suppliers for the cost of the use case infrastructure and the associated costs of trialling the use case on the columns.¹ Grant awards are contingent upon demonstration that this funding is secured.

All grant funded activities must be completed by **31 March 2025**. Non-grant funded activities can continue beyond this date.

Subsidy Control

¹ On the nature of the match funding, DSIT is receptive to a range of arrangements depending on local circumstances, including existing and complementary investment from local authorities in infrastructure. Both new and ongoing procurements or rollouts of relevant use case infrastructure from suppliers are considered eligible as match funding. Possible examples include: bringing fibre backhaul connectivity to newly purchased multi-function columns; adapting or upgrading existing connectivity because of the requirements of the new multi-function columns; including the new columns in ongoing or planned rollouts of changes or improvements to existing infrastructure, e.g. LED upgrades or electric vehicle charging points for street lamps; installing IoT sensors on columns or other street furniture for environmental monitoring or traffic management; or as part of existing small cell deployments on local assets from MNOs or other network providers.

DSIT seeks to deliver SIPP through a “no subsidy” route to local authorities, i.e as an intra-governmental funding transfer, from DSIT to the local authority, under the UK Subsidy Control Act 2022. This means that Public Authorities will need to ensure they are working and complying with the Act. Authorities receiving funding as part of this programme of work are responsible for all spend incurred which may have subsidy implications depending on their onward relationships with parties receiving funding. This approach may require the use of the Research and Development Streamlined Route by the local authority², or another compliant route. The approach proposed by local authorities should be made clear within applications for funding.

Applicants should obtain their own independent subsidy control legal advice during delivery and, if requested to do so, commit to sharing that advice with DSIT and its professional advisers.

If an applicant receives a subsidy in breach of the domestic subsidy control arrangements that applicant may be required to repay any subsidy received to the value of the gross grant equivalent of the subsidy, plus interest.

Further information on Subsidy Control

The Subsidy Control team at the Department of Business and Trade (DBT) has lead responsibility within the UK for coordination and development of policy on subsidy control. DBT has published guidance which can be found on the government website: <https://www.gov.uk/government/collections/subsidy-control-regime>

Grant funding agreements

For local authorities in England and Wales, funding will be paid by DSIT via a non-ring fenced capital grant under Section 31 of the Local Government Act 2003; for local authorities in Scotland and Northern Ireland, funding will be paid by DSIT via a capital grant under Section 8 of the Industrial Development Act 1982.

Grants awarded under the Local Government Act will be paid to the successful local authority via a grant determination, and may be used only for the purposes that a capital receipt may be used for in accordance with regulations made under section 11 of the Local Government Act.

Successful bidders will also be expected to sign with DSIT a Memorandum of Understanding (MOU), which is non-legally binding, but sets out expectations for grant expenditure, i.e. the plans, activities and outcomes the successful bidder sets out in their application. Other conditions are as set out in the relevant legislation³.

²https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1128060/research-development-innovation-streamlined-route-guidance.pdf

³ <https://www.legislation.gov.uk/ukpga/2003/26/contents>

For grants awarded under the Industrial Development Act, projects will be expected to sign a Grant Funding Agreement with DSIT. While those terms will of course be legally binding (as set out in the relevant legislation⁴), we will aim to ensure those authorities do not incur a higher burden than those funded under the Local Government Act, in line with the New Burdens Doctrine⁴.

Section 1: Policy & Programme Context

1.1 Policy Context

The Prime Minister has set out five priorities for this government - including to build a better, more secure, more prosperous future for the UK, by growing the economy, and creating better-paid jobs and opportunity right across the UK. We can only deliver on that priority with world-class digital infrastructure.

The UK's telecoms networks provide the infrastructure that underpins our economy, from the way we do business and access public services, to enjoying entertainment and staying in touch. By building world-class, secure digital infrastructure, we can realise the vision we set out in our [Digital Strategy](#) for a competitive and innovative digital economy, deliver on our [Science and Technology Framework](#) and our commitment to grow the economy.

Improving digital connectivity is one of the government's [Levelling Up priorities](#). We want places and communities across the UK to share in the benefits of good connectivity, enriching lives and driving local growth. Advanced wireless technologies have the potential to unlock significant economic and social benefits for all of the UK. Their adoption will help develop and drive innovation across the wider digital ecosystem. 5G in particular is a foundational technology for other technologies, including augmented and virtual reality, AI and machine learning, and will be key to helping sectors across the economy maintain their international competitiveness.

DSIT published the [UK Wireless Infrastructure Strategy](#) in April 2023, which sets out the strategic framework for the development, deployment and adoption of 5G and future networks. It articulates a clear vision for how advanced wireless infrastructure can become an integral part of the fabric of the UK's economy and society by 2030, and how we want people, business and public services across the UK to realise the full benefits of 5G and other advanced wireless connectivity. As part of the Wireless Infrastructure Strategy, we committed to support regional and local authorities to identify and break down barriers to deployment at a local level, and bring together stakeholders across the public sector to build strong relationships with industry. The Wireless Infrastructure Strategy also set out the framework by which we will drive 5G adoption across the UK, and includes our upcoming [5G Innovation Regions](#) programme, which will empower regions across the UK to unlock

⁴ <https://www.legislation.gov.uk/ukpga/1982/52/contents>

⁴ <https://www.gov.uk/government/publications/new-burdens-doctrine-guidance-for-government-departments/new-burdens-doctrine-guidance-for-government-departments#background>

opportunities using advanced wireless connectivity, tailored to their specific needs and strengths, generating value and growth at the local level.

Also relevant is DSIT's work leading the Government's approach to driving telecoms innovation, ensuring more secure and resilient networks and a more diverse and competitive supply chain. The recent [Open Networks Ecosystem \(ONE\) Competition](#) will provide funding to support the development of a range of software and hardware products that will enable enhanced development and adoption of open and interoperable technology; as well as for demonstrations of Open RAN technologies in high demand density environments. While not a requirement of this competition, local authorities may wish to consider the benefits of open and interoperable technologies within their network solutions.

1.2 Programme Context

The Smart Infrastructure Pilots Programme seeks to build upon the learnings of the Digital Connectivity Infrastructure Accelerator programme ("DCIA Phase One"), which invested £7 million up to the end of 2022/23 to accelerate the deployment of 5G infrastructure in local communities, creating efficiencies and improved ways of working for Mobile Network Operators (MNOs), other network providers and local authorities (LAs).

DCIA Phase One focused on the challenges around use of street furniture for hosting new technologies, including contract restrictions with existing PFI (private finance initiative) partners, silo procurement processes, legal uncertainties, exclusive usages, pricing questions, inadequate asset registers and more.

The demand for greater capacity and coverage, particularly for 5G services, will require increased network densification. To support this, operators are increasingly looking to deploy 5G small cells on infrastructure owned (or overseen by) local authorities. These include assets such as lamp posts, traffic lights, signposts, CCTV columns, benches, bins and bus stops, as well as on buildings. These assets can also be used to help local authorities meet other local needs, for example around electric vehicle charging points, CCTV cameras and Internet of Things (IoT) sensors.

Technology and components for "smart" street infrastructure are quickly evolving through advancements in technology and market demands, meaning greater flexibility in swapping out and upgrading individual components such as small cells, charging points, CCTV cameras or IoT sensors. Early research that informed DCIA Phase One suggested that existing standards and specifications, in relation to smart infrastructure, did not specifically consider smart street infrastructure.

To address these issues, in DCIA Phase One, the British Standards Institution (BSI) developed two new Publicly Available Standards to help local authorities assess what type of smart multi-purpose columns could support their current and future connectivity plans. [PAS 190](#) helps assess existing lighting and CCTV columns for multi-functional use; and [PAS 191](#) helps with the design and procurement of new smart multi-purpose columns.

This competition is focused on applying the PAS 191 standard to the design and procurement of new smart infrastructure for local authorities.

Section 2: Competition Outline

2.1 Competition Context

DSIT will make funding available through the [Shared Outcomes Fund](#) for up to six local authorities across the UK to become 'Smart Infrastructure Pilots'. These pilots will test the procurement, installation and added use cases (Small Cell, EV charging, IoT, Wifi, CCTV FWA, etc) of smart multi-purpose columns, to PAS 191 specifications.

This will help prove the benefits and feasibility of smart multi-purpose columns, to roll out advanced digital connectivity infrastructure at pace and cost effectively.

2.2 Scope

DSIT will provide six local authorities £250,000 each to become a 'Smart Infrastructure' Pilot, which will test and pilot procurement, based on PAS 191, and rollout of smart multi-purpose columns in each area.

Funding is to be used by the local authority to procure new smart multi-purpose columns or lampposts (instead of single-use street furniture) and combined infrastructure adopting the PAS 191 standard. It will involve the development of a preferred supplier network for multi-purpose infrastructure, thereby creating a local supply chain for this type of infrastructure.

DSIT expects that local authorities will deploy a mixture of small and large multi-purpose columns or lampposts, depending on their needs. This split should be achieved in varying situations, possibly across multiple geographical areas or all in one locality. There should be one small cell deployment along with at least one use case deployment (EV charging, IoT, Wifi, CCTV FWA, etc) per column. In all cases, multiple use cases should be tested across an area.

Applicants must confirm and demonstrate their compliance with 1:1 match funding when submitting their bid. Grant awards are contingent upon this. The match funding should cover the cost of the use case infrastructure and the associated costs of trialling the use case on the multi-purpose columns.

Local authorities will be the sole grant recipients for this competition. However, DSIT expects them to procure services and instruct suppliers in order to deliver the required outputs and outcomes of SIPP. Relevant suppliers include: street furniture manufacturers, Mobile Network Operators, Neutral Host providers, EV charging suppliers, IoT suppliers, CCTV providers etc.

Once the multi purpose street furniture is procured and installed, it will become part of the mapped local authority assets. Local authorities should keep a register of fixed assets acquired or improved with the grant.

Knowledge and benefits are to be widely shared across the UK for the benefit of other LAs.

2.3 Competition Objectives

SIPP supports delivery of the government's [UK Wireless Infrastructure Strategy](#), which sets out a clear vision for how advanced wireless infrastructure can become an integral part of the fabric of the UK's economy and society by 2030, and how we want people, business and public services across the UK to realise the full benefits of 5G and other advanced wireless connectivity.

Projects applying to this competition are expected to address and meet the primary competition objective of **improving the understanding and realisation of the benefits of utilising street furniture and other assets for network deployment.**

The programme is designed to help promote greater knowledge of future demand and requirements for infrastructure and services, as well create efficiencies in network rollout; new opportunities across the supply chain; and innovative commercial models for deploying infrastructure. Through promoting the use of publicly owned assets for new advanced digital networks, projects will help improve wireless connectivity services for local communities.

DSIT expects this to be met by each of the six pilots doing the following:

- Procuring multi-purpose columns, as defined by the PAS 191 specification, and deploying them in their area to meet local mobile coverage / capacity requirements and other use case needs (e.g. EV charging, IoT, CCTV etc) - and, by doing so, unlocking efficiencies in their network deployments, as well as new opportunities across the supply chain and innovative commercial models.
- As a result of this activity, gaining greater knowledge of future demand and requirements for their infrastructure and services, which in turn leads to improvements in local mobile coverage and contributes to the wider economic benefits that wireless connectivity provides.

Likely benefits to be realised as a result of SIPP include: accelerating the design and deployment of smart multi purpose columns; improving partnership working between local authorities and a range of businesses; creating, aggregating and demonstrating demand for increased connectivity; testing, proving and/or creating evidence for refining PAS 191, e.g. understanding the complexities and limitations of the new standard and in relation to market demand and requirements; as well as improving wireless network connectivity services for communities through promoting the use of public sector assets.

For local authorities, this means an improved understanding of maximising the use of their assets; for MNOs and Neutral Host providers it means more opportunities to deploy infrastructure; for communities, it means accelerated and improved access to connectivity and the benefits that brings and for government, it means increased potential to accelerate the benefits from innovative new technologies across a range of areas, e.g. electric vehicles, 5G deployment, IoT systems etc.

2.4 Security Requirements

DSIT expects that each pilot will adhere to the following security principles in the implementation of SIPP:

2.4.1 Vendor security assessment

Pilots should adhere as closely as possible to the principles and requirements set out in the [NSCS guidance for Vendor Security Assessment](#), which provides guidance on how to assess a vendor's security processes and their supplied network equipment. When procuring and installing new smart infrastructure, local authorities should assess any inherent cyber security risks by gathering objective, repeatable evidence on the security of the vendor's processes and network equipment.

2.4.2 Physical Security over the Smart Furniture access

Section nine of PAS 191 establishes the requirements for an adequate physical security design. Projects will review the security requirements and create (or co-create) the physical specifications of the smart column. By physically securing the infrastructure, the access to backhauling networks (e.g. Fibre Optic Termination Boxes Connections) would be prevented and therefore mitigate the potential threat to the installed services.

2.4.3 Cyber security of connected places assets

Smart furniture integrated into the public realm forms part of a connected place (sometimes known as 'smart cities'), especially where these are supporting other connected places use cases such as IoT air quality sensors or smart CCTV. Because of the interconnectedness of different systems and the large amount of data collected, stored and aggregated in connected places, it is important that local authorities consider the cyber security requirements of the assets that are being deployed. Applicants are encouraged to read and implement the DSIT [Secure Connected Places Playbook](#) (alpha version) which provides advice to set a strong cyber security foundation in connected places projects.

2.4.4 Safety and security events

PAS 191 also gives guidance on the event of a column being knocked down, having the potential to cause harm to the general public or first responders. This particular guidance should be applied to the specification writing, column design and procurement and installation processes within this pilot project

2.4.5 Electromagnetic Fields guidance assessment

Before Small Cell/Macro Cell on the smart column installation becomes operational, network operators are required to adhere to [Ofcom guidance](#); meet the necessary requirements, and generate the relevant documents through the wireless network supplier (for 5G and 4G).

Section 3: Further General Guidelines

3.1 Benefits Monitoring

DSIT is constructing a set of benefit metrics that we expect applicants to report against. Projects will be provided with a template and structure for reporting, and will be allocated a dedicated DSIT benefits realisation (BR) lead who will provide support.

The local authority should allocate resources to capture the benefits and lessons learnt within the project lifecycle. A condition of the grant award is that the local authority must prepare a progress report at three monthly intervals, to be submitted to DSIT. The report will include the benefits realisation return and lessons learnt.

In addition, we would expect lead authorities and other project partners to participate in evaluation activities, e.g. surveys and interviews of grant recipients, which will be conducted by DSIT or a third party acting on its behalf to assess the outcomes of the programme and its constituent projects. Evaluation activities are expected to be undertaken both during and after the lifetime of the project.

3.2 Collaboration and dissemination

Collaboration is the inter-working with other pilots, relevant government projects, participation through other channels and the wider ecosystem, on topics of shared interest. The aim is that by combining the efforts and knowledge base, producing tangible and useful outputs that can be shared and demonstrated, the collaboration activities will help to foster the ecosystem. DSIT will assist in supporting this collaboration.

Pilots are encouraged to look for opportunities to collaborate with other ecosystem participants, on topics of shared interest. Pilots should consider plans for delivery of collaboration scope, timeline, representation, funding, reporting and expected outputs of the collaboration activities.

Working with DSIT and ecosystem partners, pilots will be encouraged to plan, support and deliver communications activities to ensure the benefits of their work are demonstrated and shared as widely as possible with the ecosystem. Such activities could lead to the production of tangible outputs such as published reports, events and workshops.

Section 4: Eligibility criteria

Applicants should demonstrate the following. Failure to meet any of these criteria immediately makes a bid ineligible:

1. Applicants must be a UK-based local authority⁵.
2. Applicants must confirm and demonstrate their compliance with 1:1 match funding when submitting their bid (in question D2 below), i.e. the DSIT grant is for the procurement of multi-purpose columns. Local authorities will be expected to secure equivalent (or higher) funding from suppliers for the cost of the use case infrastructure and the associated costs of trialling the use case on the multi purpose columns.⁶ Grant awards are contingent upon demonstration that this funding is secured.
3. High risk vendors (HRVs) are not permitted to participate in projects: please refer to the [NCSC advice on the use of equipment from high risk vendors in UK telecoms networks](#). Public funds must not be used to pay for any HRV products or services through the competition. We understand that, in the case of MNOs with pre-existing HRV equipment in their networks, these networks may reasonably be used to build testbeds. However, funding must not be used to buy additional equipment or services from HRVs.
4. This competition will not fund any procurement, commercial, business development or supply chain activity with any Russian and Belarusian entity as lead, partner or subcontractor. This includes any goods or services originating from a Russian and Belarusian source.

⁵ Bodies that are defined as local authorities **for the purposes of section 31** are as defined in [section 33\(1\) of the Local Government Act 2003](#). The 32 local authorities of Scotland as defined by [Local Government etc.\(Scotland\) Act 1994](#) are eligible for funding in this competition. The [11 local councils of Northern Ireland](#) are eligible for funding in this competition.

⁶ On the nature of the match funding, DSIT is receptive to a range of arrangements depending on local circumstances, including existing and complementary investment from local authorities in infrastructure. Both new and ongoing procurements or rollouts of relevant use case infrastructure from suppliers are considered eligible as match funding. Possible examples include: bringing fibre backhaul connectivity to newly purchased multi-function columns; adapting or upgrading existing connectivity because of the requirements of the new multi-function columns; including the new columns in ongoing or planned rollouts of changes or improvements to existing infrastructure, e.g. LED upgrades or electric vehicle charging points for street lamps; installing IoT sensors on columns or other street furniture for environmental monitoring or traffic management; or as part of existing small cell deployments on local assets from MNOs or other network providers.

Section 5: Application and Assessment

5.1 Application Structure

The structure for applications is as follows:

5.1.1 Applicant Information (not assessed)

- Applying local authority
- Lead contact name and email

5.1.2 Other information (not assessed)

Public Description (200 word limit) (not assessed)

To comply with government practice on openness and transparency of public funded activities, DSIT has to publish information relating to funded projects. Applicants will need to provide a short description of their proposal in a way that will be understood by the general public. Do not include any commercially confidential information, e.g. intellectual property or patent details.

We would also like to publish the details of any relevant suppliers involved in proposals and the public description of the project, but this is not mandatory. Applicants should confirm in the application form to indicate if they are happy for these to be published as well.

How applicants heard about the competition (not assessed)

Applicants are asked to describe how they heard about this competition, e.g. through targeted DSIT engagement, UKTIN, the Gov.uk website or other channels.

5.1.3 Evaluated Questions

Responses will be evaluated using the general weighting scheme set out against each question. Supporting questions, detailed marking and associated reasoning are also set out.

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.

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.

Section A. Relevant experience, local partnerships and involvement in other initiatives relating to smart infrastructure deployment (17.5%)

A1: Describe your experience in the deployment of smart infrastructure in your area (**Triage Question**, 17.5%, 500 words).

- Describe your experience in procuring and installing smart infrastructure in your area, including any existing partnerships you have which you will use to deliver the pilot, e.g. with Neutral Host providers, Mobile Network Operators and/or other industry partners.
- Describe how this pilot may sit alongside other initiatives and programmes of relevance, such as a digital asset mapping platforms, local electric vehicle infrastructure schemes, 5G and advanced wireless connectivity projects, and other barrier busting activities.

Section B: Capacity to work with partners in installing equipment on new multi-purpose columns (17.5%)

B1: Describe how you will manage the installation of equipment on newly procured and deployed multi-purpose columns (**Triage Question**, 17.5%, 500 words).

- Describe the partnership agreements you will establish with those deploying equipment on the multi-purpose columns, including:
 - Connectivity and digital services providers, e.g. Mobile Network Operators and/or Neutral Host providers
 - Use case providers, e.g. organisations responsible for Internet of Things (IoT) devices and applications, CCTV, electric vehicle charging etc.
- Describe how you will manage the deployment of the equipment across multiple columns, and set out the range of new services that will be deployed as a result.
- Describe what spectrum and network capabilities you have to deliver the project⁷, and the experience and expertise to know which spectrum is most appropriate. If you do not have access, describe how you will acquire it in a timely manner.

(DSIT would expect to see one small cell deployment alongside at least one other use case per column. You may find it helpful to provide expressions of interest and/or letters of support to strengthen your application.)

Section C. Identifying, measuring and disseminating benefits and outcomes (15%)

C1: Describe the project's measurable outcomes (15%, 400 words)

⁷ This may be in the form of an agreement with an existing network provider, or through the deployment of new network infrastructure, in addition to any required connections to existing or third-party infrastructure. Spectrum may be commercially licensed, by using an [Ofcom Innovation and Trial Licence](#) or by making use of Ofcom's [new licensing approach](#) to provide localised access to spectrum bands that can support mobile technology.

- Outline in simple terms the key benefits you expect your project will deliver and how you will measure them.
- Describe your approach to the identification, measurement and dissemination of lessons learned and project outcomes.

Section D. Deliverability, funding and ensuring value for money (50%)

D1: Describe how the project will be governed, decisions made and risks managed (25%, 750 words)

- Describe how the project will be delivered, including your mobilisation plan (from grant receipt to delivery); project management and governance processes; and risk management. A Gantt chart and other supporting materials may be annexed.
- Identify any internal and external dependencies, support or engagement that is required. Indicate what is agreed at the time of submission, and what is still to be agreed.
- At a high level, set out your ability to deliver against the principles of the security requirements as set out in section 2.4.

D2: Set out your outline proposal for financial and non-financial contributions to the project and explain how these represent value for money (25%, 750 words).

- Provide a high-level cost breakdown of forecast expenditure on the project. Explain how the costs have been calculated. Set out how you will meet the 1:1 match funding requirement.
- Explain how you will ensure value for money through your sourcing approach and supply chain through the life of the project - and confirm that the grant amount requested includes any irrecoverable VAT, all fees and charges, and appropriate allowance has been made for any price inflation during the project period.

5.2 Supplementary Information

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

Ref	Question/Request	Bidder Response
1	Can you confirm that your bid conforms to the DSIT High Risk Vendor (HRV) policy outlined in the guidance?	Please state: 'Yes' or 'No'
2	Please provide the addresses of the key locations in which activities will take place.	Location & address [Insert location name and address]

3	Please confirm that the grant amount requested from DSIT includes any irrecoverable VAT, all fees and charges, and appropriate allowance has been made for any price inflation during the grant claim period.	[Enter 'Confirmed']
4	Please identify: (i) the Senior Responsible Owner (SRO), (ii) Project Manager and (iii) Benefits Realisation Lead for the pilot.	

5.3 Assessment

1 - Sift

Initial eligibility checks will be undertaken on all applications against the scope, funding and eligibility requirements in the application guidance. If an application passes the sift it will progress to evaluation. If an application does not pass the sift, we will notify the applicant with an explanation as to why.

2 - Triage

All applications passing the sift will be evaluated and moderated beginning with a triaging process in which they will be assessed based on questions A1 and B1 before a full assessment on the application will be conducted. Applicants must meet the minimum threshold for evaluation to proceed.

3 - Application Assessment

The assessment panel will review, score and moderate all applications that passed the triage stage. They will then decide which projects to recommend for grant funding award. DSIT will take a portfolio approach in determining which projects to fund ensuring that we have a variety of successful applications within the funding envelope.

5 - Outcome of the competition

The outcome of the competition will then be shared with all applicants.

6. Feedback for applicants

Feedback will be provided - upon request - to all applications that have been fully evaluated once the competition has closed. No additional feedback can be provided.

5.4 Scoring

1-7 Scoring Range:

Individual responses to each question will be scored in line with the following scheme. The assessors will score your answers to the evaluated questions. Each question will be given a score 1-7:

- **1** - Serious concerns: for example, does not meet requirements, and/or raises serious concerns.
- **2** - Some concerns: for example, meets some requirements but with gaps and/or some concerns
- **3** - Moderate confidence: for example, meets most/all requirements, but lacks sufficient detail in some areas.
- **4** - Adequate confidence: for example, meets most/all requirements and provides a response that demonstrates a good understanding of the requirements.
- **5** - Good confidence: for example, meets most/all requirements and provides a response that demonstrates a good understanding of the requirements.
- **6** - Very good confidence: for example, meets all requirements and provides a detailed response that also exceeds expectations in some areas and/or demonstrates a strong understanding of the requirements.
- **7** - Outstandingly good confidence: for example, meets all requirements and exceptional detail that exceeds expectations in many areas and demonstrates excellent understanding of the requirements.

Scores for each question will be weighted by the amount indicated against each question. Your application's total score will be the sum of the weighted scores.

5.5 Quality Threshold

All applications passing the sift will be evaluated and moderated beginning with a triaging process in which they will be assessed based on questions A1 and B1, before the full assessment on the application. Applicants scoring an average score below 4 will be deemed ineligible for funding. Successful applications will then be scored against the scoring scale and then ranked based on total score.

Following evaluation of the applications and moderation of scores, any application with an unweighted average score of 1 (serious concerns) against any individual competition question, including where an error has been made by the applicant, will not be considered for grant funding..

All remaining applications with an average evaluation score against all competition questions (i.e. the weighted score across all competition questions) of 4 and above will be considered for shortlisting.

DSIT also reserves the right to consider applications for shortlisting that do not meet the threshold above in the following cases:

- If an application fails to meet the threshold by a narrow margin as a result of the range of scoring by individual assessors being of significant variance from the

average score for one or more competition questions for that application (“an outlier”), the application may be considered for shortlisting following a review of the outlier assessor's comments and approach if the outlier score may reasonably be eliminated and the average assessment score that is recalculated falls within the threshold above.

- DSIT reserves the right to adjust the threshold in line with the volume of applications received.

Section 6: Additional Documents & Information

6.1 Additional Documents

The following additional documents are available on GOV.UK.

- Application form

6.2 Notices

This document is issued in text format to organisations wishing to make an application to the competition. Should you require access to this document in another format (e.g. Braille, large font or audio) please contact us at dcia-info@dcms.gov.uk .

We reserve the right to undertake a detailed financial and technical appraisal of each applicant and their proposal and for this process to continue up to the award of any grant funding. Any such appraisal will be conducted in line with government policy at the time of assessment. Further appraisal may continue if required through the duration of the grant funding period.

No representation, warranty or undertaking, express or implied, is or will be given by DSIT or any of its agents or advisers with respect to the information contained in the competition material, including with respect to its accuracy or completeness.

Information provided in response to this document, including personal information, may be published or disclosed in accordance with access to information regimes, primarily the Freedom of Information Act 2000 (FOIA), the Data Protection Act 2018 and UK GDPR.

If you want the information that you provide to be treated confidentially, please be aware that, in accordance with FOIA, public sector organisations are required to comply with a statutory code of practice which deals, among other things, with obligations of confidence. In view of this, it would be helpful if you could explain to us why you wish that information to be treated confidentially. If we receive a request for disclosure of that information, we will take full account of your explanation, but we cannot give an assurance that confidentiality can be maintained in all circumstances.

DSIT will process your personal data in accordance with DPA and GDPR and, in the majority of circumstances, this will mean that your personal data will not be disclosed to third parties.

All applicants are solely responsible for all their costs and expenses incurred in connection with this selection process at all stages. Under no circumstances will DSIT be liable for any costs or expenses borne by or on behalf of the applicant or any party associated with this selection process.

We reserve the right to cancel the competition at any point. We will accept no liability for any losses caused by any cancellation of this competition nor any decision not to award grant funding as a result of the competition.

At any time prior to the deadline for receipt of proposals, we reserve the right to amend, add to or withdraw all or any part of the competition material at any time during the competition. Any such amendments, additions, or removals will be notified identified in the documentation on the competition webpage.

Answers must be in English. Bidders should note that where any supplementary documents are not published in English, certified translations into English must be provided with the proposal (if applicable).

Proposals should remain valid for a period of 120 days from the competition closing date. A proposal valid for a shorter period may be rejected.

Applicants must not inform anyone outside of their proposed organisation, even approximately, what their total proposal costs are, or will be. Furthermore, bidders must not try to obtain any information about anyone else's proposal or potential proposal.

We reserve the right to discuss, for the purpose of clarification, any aspect of a proposal with the relevant bidder prior to the award of grant funding.