

CREATIVE INFORMATICS

Creative Informatics Resident Entrepreneurs Host Application - Round 1

Page 1: Resident Entrepreneurs Host Application

The Resident Entrepreneurs Programme is part of Creative Informatics, an initiative to bring the city's world-class creative industries and tech sector together, utilising innovative data-driven technologies to develop ground-breaking new products, businesses and experiences.

Creative Informatics is funded by the Arts and Humanities Research Council (AHRC), Industrial Strategy Creative Clusters programme, the Scottish Funding Council and the City Region Deal Data Driven Innovation Programme. Creative Informatics is delivered by the University of Edinburgh working in partnership with Edinburgh Napier University, CodeBase and Creative Edinburgh.

This application form is for "**Host Organisations**", which are organisations wishing to host a Resident Entrepreneur. If you wish to apply to become a Resident Entrepreneur please complete the separate application form via the [Creative Informatics website](#).

Please complete all the questions in the application form, you can save the form and return at anytime. The closing date is **Monday 3rd June, 2019**.

Guidance notes are provided within the application form. Further information on the application process, selection criteria and IP arrangements is available on the [Creative Informatics website](#). You can also download a PDF version of the application form here to review the questions before completing the form.

If you have any questions about this form, the application process, or anything to do with hosting Resident Entrepreneurs we will be very happy to help. Email: creativeinformatics@ed.ac.uk

Resident Entrepreneurs Host Application

Data Protection

In providing your completed application you are giving explicit consent for us to use this data in our programme application, monitoring and reporting processes. The data is managed confidentially. Your data will be held by the Creative Informatics delivery team based at the University of Edinburgh, with some data shared with our funders the Arts and Humanities Research Council, evaluation partners, and the Policy and Evidence Centre based at Nesta. Your data will only be reported in anonymous aggregated forms and will always be processed in accordance with the Data Protection Act 2018 and therefore also in accordance with the General Data Protection Act 2018 and therefore also in accordance with the General Data Protection Regulation (GDPR).

Applicants can withdraw or modify their consent to collection and processing of personal information at any time by writing to creativeinformatics@ed.ac.uk.

Page 3: Resident Entrepreneurs Host Details

1. Organisation Name: * Required

2. Registered Address: * Required

2.a. Trading address (if different):

2.b. Which address would you like us to contact you on. * Required

Registered address
 Trading address

2.c. Website:

3. When was the business founded? * Required

4. What is your Standard Occupational Classification (SOC) code? *Optional*

[+ More info](#)

5. What is your Standard Industrial Classification (SIC) code? *Optional*

[+ More info](#)

Page 4: Lead Contact Details

6. Firstname and Surname: * *Required*

7. Job Title/Role: * *Required*

8. Telephone No: * *Required*

8.a. Is this telephone number....

9. Email: * *Required*

Please enter a valid email address.

Page 5: About Your Organisation

Please tell us about the current status of your organisation and business objectives for future activities. This information will enable us to better understand the business and economic context of the creative industries and the impact of the Creative Informatics Programme.

10. Company registration no: * *Required*

+ More info

11. Which of the following Creative Industries sector(s) best describe the work as defined by Department for Media Culture and Sport classifications (DCMS): * *Required*

- Advertising/Marketing
- Architecture
- Crafts
- Design (Product, Graphic, Fashion etc.)
- Film, TV, Video, Radio & Photography
- Tech - IT, Software, Hardware and Computer Services
- Museums, Galleries and Libraries
- Music, Performing & Visual Arts
- Publishing
- Other (please state)

11.a. If "Other" please tell us which sector you work in.

12. What is the main focus area of your organisation? * *Required*

Your answer should be no more than 1000 characters long.

Page 6: Organisation Profile

In this section, please provide as much information as possible about the profile and structure of your organisation.

13. What was the business turnover for the Last Financial Year (LFY)? * *Required*

+ More info

13.a. What proportion of the business turnover for the Last Financial Year was for exports? * *Required*

+ More info

13.b. What was the net profit of the business for the Last Financial Year? * *Required*

+ More info

Research and Development

14. What was the expenditure of your business on research and development (R&D) for the Last Financial Year? * *Required*

+ More info

15. What is the average R&D expenditure over a 3 year period: * Required

16. What was the estimated revenue from new products/services introduced by your organisation in the last 3 years (this should be a percentage of annual turnover)? * Required

17. Number of active R&D projects: * Required

Staff Information

18. Total number of staff in your organisation: * Required

+ More info

Please enter a number.

19. What is the Full Time Equivalent (FTE) of employees in your organisation? * Required

+ More info

20. What is the FTE of employees dedicated to Research & Development (R&D)? *

Required

Business Objectives

21. Which of the following describes your current business objectives? Please provide a brief explanation to any objectives which apply:

	Yes/No * Required		Brief explanation	Please rank top 3 business objectives: * Required		
	Yes	No		1	2	3
Development of new products	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Development of new services	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Development of new processes	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Increased revenue from sales	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Increased revenue from licensing	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Increased revenue from exports	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reduced costs/increased production efficiency	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Improved quality of products or services	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Increased employment of R&D staff	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Increased employment of other staff	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reduced employment (e.g. due to efficiencies)	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Increased use of research infrastructure	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
New business models	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

22. Have you worked with any of the following organisations on R&D projects, either currently or previously?: * *Required*

- Universities or Independent Research Organisations
- Local Authorities
- Devolved Administrations (NI, Scotland, Wales)
- Department for International Trade
- Department for Business, Energy and Industrial Strategy
- Other Govt Department
- Competitor Businesses
- Investors
- Supply Chain Partners
- Freelancers
- Other businesses - complementary, consultants, etc
- Design Council

- Other trade organisations/bodies
- Cultural funding bodies (arts, council, Creative Scotland)
- Knowledge Transfer Network (KTN)
- Enterprise Europe Network (EEN)
- Catapults
- Innovation and Knowledge Centres (IKCs)
- Research and Technology Organisations (RTOs)
- Other Regional Enterprise Orgs
- Growth Hubs or LEPs
- None of these

23. Has the business previously received funding from any funding body within UK Research and Innovation (UKRI) or Scottish Funding Council (SFC): * *Required*

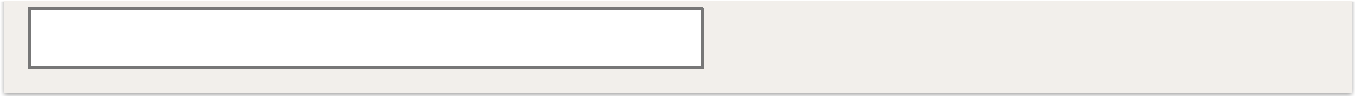
+ [More info](#)

Publicity Statement

Creative Informatics may share information about projects with the Arts and Humanities Research Council (AHRC) and the Policy and Evidence Centre based at Nesta and any other appropriate organisation in the interests of developing and promoting the Resident Entrepreneurs Programme.

The University of Edinburgh is subject to the Freedom of Information (Scotland) Act 2002 and as such may be requested to disclose information regarding the Resident Entrepreneurs Programme. Awarded applicants will be consulted before any decision to disclose information is taken. However, any refusal to disclose may be appealed to the Scottish Information Commissioner.

24. I agree to assist with a case study using non-confidential information to promote this project. Please select one of the options: * *Required*



Page 7: Organisation Details

In this section we request information about the organisation which, should the application be successful, will enable a resident entrepreneur to be matched appropriately with your organisation:

25. Please describe your organisation in a way that is easily understood by others and provide a summary of the key products/processes/services. *(Please restrict your company profile to under 200 words): * Required*

26. Please outline your organisation's key areas of interest in terms of the type of Resident Entrepreneur you would like to host (up to 350 words). ** Required*

+ More info

27. Please outline why you would like to host a resident entrepreneur: ** Required*

28. Please provide information on the prospective benefits to the organisation hosting a resident entrepreneur (e.g. skills development, knowledge transfer, innovation insights) (up to 350 words) * Required

28.a. Please highlight any economic, social and cultural benefits: * Required

29. Where would the entrepreneur be located (if different to the organisation's business address)? * Required

30. What facilities will you be able to provide as a host organisation to enable the resident entrepreneur to successfully complete their project: * Required

- Desk space
- Meeting space
- Wifi
- Printing/photocopying
- Lockable/secure space
- Other (please specify)

30.a. If other, please specify here:

31. What additional resources do you have available to support the resident entrepreneur? This might include staff expertise, mentorship, resources and/or contribution to their project budget (cash or in-kind). * *Required*

+ More info

32. Are there any restrictions/limitations in timing/availability to host a resident entrepreneur to project completion within your organisation. This will normally be for a period of 3 - 9 months and no longer than 12 months. * *Required*

Page 8: Equality and Diversity Information

What data are we collecting?

The Equalities Monitoring Information will be used by Creative Informatics, a collaboration across the University of Edinburgh, Edinburgh Napier University, Codebase and Creative Edinburgh. Your data will be held and used by the Creative Informatics delivery team based at the University of Edinburgh with some data shared with our funders the Arts and Humanities Research Council, evaluation partners, and the Policy and Evidence Centre based at Nesta.

We are requesting aggregated organisational data which should present minimal privacy implications.

How will the data be used?

As part of the Creative Informatics programme we are monitoring the diversity of the applications we receive to ensure we are reaching and serving appropriate diverse audiences. This information also enables us to provide anonymised demographic reporting to funders, partners and stakeholders to ensure the programme is open and accountable in our commitment to diversity and equality.

The information we collect will not relate to our assessment of your application for the programme, but is captured separately and for monitoring only. We include questions on age, gender, ethnicity, disability, and sexual orientation - all defined 'protected characteristics' in [The Equality Act 2010](#). As this information is sensitive and personal these questions are optional, but (where provided) this data does contribute to our ongoing review and improvement of our programme. We will always ensure that equality and diversity monitoring data is reported anonymously and with respect for your privacy.

Consent

In providing your completed response to these equality and diversity questions, you are giving explicit consent for us to use this data in our programme monitoring and reporting processes. The data is managed confidentially and will not have any bearing on your application to the Programme. Your data will only be reported in anonymous aggregated forms and will always be processed in accordance with the Data Protection Act 2018 and therefore also in accordance with the General Data Protection Regulation (GDPR).

Applicants can withdraw or modify their consent to collection and processing of personal information at any time by writing to creativeinformatics@ed.ac.uk.

Please provide an indicative overview (if known) of the following. This information might be available from your organisation's HR department:

33. Gender:

	% Percentage * Required
Female	<input type="text"/>
Male	<input type="text"/>
Other	<input type="text"/>
Not Known	<input type="text"/>

34. Age range:

	% Percentage * Required
Up to 18	<input type="text"/>
18 - 24	<input type="text"/>
25 - 34	<input type="text"/>
35 - 44	<input type="text"/>
45 - 54	<input type="text"/>
55 - 64	<input type="text"/>
65 +	<input type="text"/>
Not Known	<input type="text"/>

35. Nationality/Ethnicity:

	% Percentage: * Required
White	<input type="text"/>
Mixed/Multiple Ethnic Group	<input type="text"/>
Asian or Asian British	<input type="text"/>

Black/African/Caribbean/Black British	<input type="text"/>
Other Ethnic Groups	<input type="text"/>
Not Known	<input type="text"/>

36. Sexual Orientation:

	% Percentage: * <i>Required</i>
Heterosexual	<input type="text"/>
Bisexual	<input type="text"/>
Gay	<input type="text"/>
Lesbian	<input type="text"/>
Other	<input type="text"/>
Not Known	<input type="text"/>

37. Please provide an indicative % (percentage) of employees within the Organisation who identify as having a disability. (Please indicate 'Not Known' if information not available). * *Required*

[+ More info](#)

Page 9: Declaration and Signature

I certify that the information given on this form regarding my company is accurate to the best of my knowledge.

38. Please type name here. A signature is not required.

[+ More info](#)

	<i>* Required</i>
Name of authorised signatory:	<input type="text"/>
Role of authorised signatory:	<input type="text"/>
Contact email address for authorised signatory:	<input type="text"/>
Date:	<input type="text"/>

Page 10: Final page

Thank you for completing the application for Challenge Holders. Your application has been submitted. You will be contacted by a member of the Creative Informatics team following the selection process.

Key for selection options

8.a - Is this telephone number....

Business

Mobile

24 - I agree to assist with a case study using non-confidential information to promote this project. Please select one of the options:

Agree

Opt out
