FIP ADOPT

Funding opportunity information webinar

30th April 2025



The UK's innovation agency

Agenda

1 Welcome

10:00 – 10:05 Lucy Mather, Innovate UK Business Connect

2 Introduction from DEFRA

10:05 – 10:10 Andy Powley, DEFRA

3 Competition overview

10:10 – 10:30 Chris Lyons, Innovate UK

4 ADOPT Support Hub

10:30 – 10:45 Sarah Clarke, ADAS

Break

5 Project Facilitator role

10:55 – 11:05 Simon Baty, Innovate UK Business Connect

6 Tips from a Project Monitoring Officer

11:05 - 11:15 Rob Merrall, Merralls Consulting Ltd

7 Q&A Session

11:15 – 11:40 Chaired by Lucy Mather, Innovate UK Business Connect

8 Conclusions

11:40 – 11:45 Lucy Mather, Innovate UK Business Connect



Housekeeping

- You will be on mute throughout the webinar
- Please put any questions in the Q&A box any questions in the chat function will not be answered
- Please use the chat function to network this will not be monitored for the duration of the webinar
- Slides will be shared with all registrants by email incl. recording of presentations
- An FAQ document will be shared following the event





About Us

Innovate UK Business Connect exists to connect innovators with new partners and new opportunities beyond their existing thinking – accelerating ambitious ideas into real-world solutions.

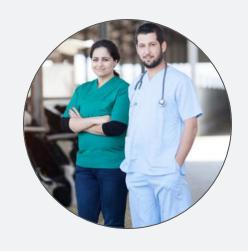




The AgriFood Team

at Innovate UK Business Connect

Deep expertise in AgriFood



Livestock & Aquaculture



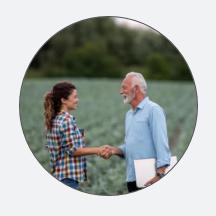
Crops



Food



How we can help



Make powerful connections



Secure funding



Get expert insight



Keep up to date





Thank you

chris.till@iukbc.org.uk lucy.mather@iukbc.org.uk simon.baty@iukbc.org.uk

iuk.ktn-uk.org/agrifood



Farming Innovation Programme Fund 3: ADOPT

Andrew PowleyAgri-Innovation Team Lead - Defra







Why are we supporting innovation?

Productivity: The UK has seen lower productivity growth than our neighbours over the last 30 years

Environment: Agriculture accounted for 10% of UK greenhouse gas emissions in 2018

Fragmentation: many fantastic researchers, innovative businesses and promising ideas, but players don't necessarily collaborate effectively

Coordination: failures in the current innovation system result in poor translation of public spending into real life impacts on productivity/sustainability

Adoption: Low levels of uptake of innovation by farmers, growers, businesses in large part due to capital risk & ineffective knowledge sharing

Previous Programmes

2013 - Agri-Tech Strategy £70m Agri-tech Catalyst £90m for 4 Agri-tech Centres

2018 - Industrial Strategy Challenge Fund (ISCF) £90m Transforming
Food Production Challenge.

2021 - £14.5m Farming Innovation Pathways fund.





The Farming Innovation Programme

Part of Defra's Agricultural Transition
 Plan

 To enhance productivity, environmental sustainability and resilience in England's farming sectors

 Funding is awarded on a competitive basis to high quality, innovative projects

 Collaborative projects must benefit farmers and growers in England



Department for Environment



The Farming Innovation Programme offers a range of opportunities for farmers, growers, businesses and researchers to collaborate on industry-led research and development:



Small Research Starter
Projects where farmers,
growers & foresters can explore
a new idea



Feasibility projects where businesses can check if a research idea works in practice.



small/Large Partnership Projects, where businesses can further develop a new farming product or service towards commercialisation.



Themed competitions (Farming Futures R&D Fund), where businesses and researchers can work on longer-term innovation focussing on issues like: Climate-Smart Farming, Sustainable farm-based Proteins, Robotics and Automation, Environmental resilience or Nutrient Management



ADOPT Fund where farmers can trial on-farm new innovations, practices or technologies







ADOPT

Accelerating Development of Practices and Technologies Fund

- ✓ NEW type of funding Focussed at on-farm trials and demonstration.
- ✓ Farmer focused First time it has been made mandatory for farmers to both Lead and Partner on funded projects.
- ✓ **Significant support** ADOPT Support Grant, ADOPT Support Hub & IUK Business Connect Project Facilitator database to provide **FREE** practical and expert advice to participants, plus Innovate UK Customers Services.
- ✓ Multiple competition rounds Current plan to run competitions consecutively for two years.
- ✓ Simplified systems

COLLABORATION - COLLABORATION - COLLABORATION







ADOPT

Accelerating Development of Practices and Technologies Fund

- Two grants the **Facilitator Support Grant** and the **ADOPT Full Grant**, these are designed to make ADOPT funding accessible to a wider range of applicants.
- ADOPT Support Hub and IUK Business Connect Project Facilitator database to provide practical and expert advice to participants.
- ADOPT is focussed on collaborative, smaller-scale, farmer-led projects to address immediate on-farm productivity and sustainability challenges.
- Projects will trial, test and demonstrate the on-farm viability of new and existing technologies, processes and practices for the benefit of the sector.
- Successful projects will last up to 2 years and have total project costs between £50K-£100K.







Key Dates: ADOPT

Timeline	Facilitator Support Grant	Full ADOPT Grant
Competition Opens	28th April 2025	28th April 2025
Submission Deadline	11 June 2025 at 11am	25 June 2025 at 11am
Applicants informed	10 July 2025 by 5pm	30 July 2025 by 5pm
Round 2 opens	12 June 2025	26 June 2025







Adoption of on-farm technologies ADOPT Grants Summary

Lead must be a farming, growing or forestry business of any size **based in England**

	Purpose	Total Project Costs	Duration
Facilitator Support Grant	To support the development of an ADOPT Full Grant application	Support Grant £2,500	Up to 6 months
Full Grant	For on-farm trials and demonstrations of existing solutions	Project trials £50K-£100K	Between 6–24 months





A Support Grant is not mandatory before applying into the Full Grant.



ADOPT Facilitator Support Grant

Explain your idea for a farm trial

No detailed plan or budget required

£2,500 grant



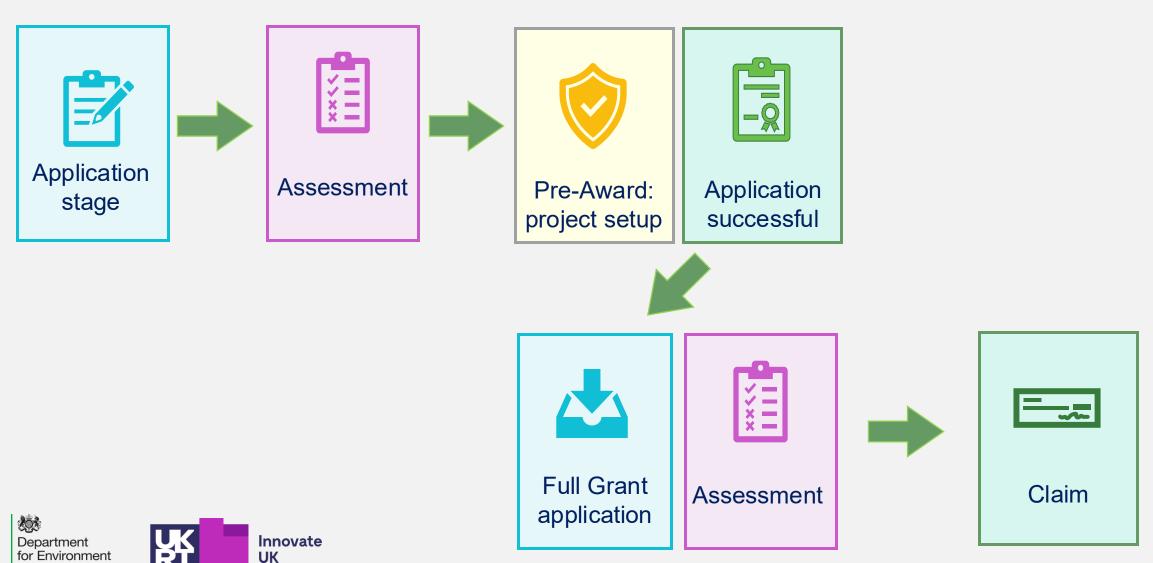






Food & Rural Affairs

ADOPT: Facilitator support grant application process





Who is in the Collaborative Team

Same on farm trial idea

Project plan now required What? Why? How? When?

Detailed budget required

Funding £50K - £100K costs

You

English farming / growing / forestry business

Other

farming / growing / forestry businesses

Project Facilitator

Mandatory

Research or
Technical Partners
University / Research
Organisation / Business

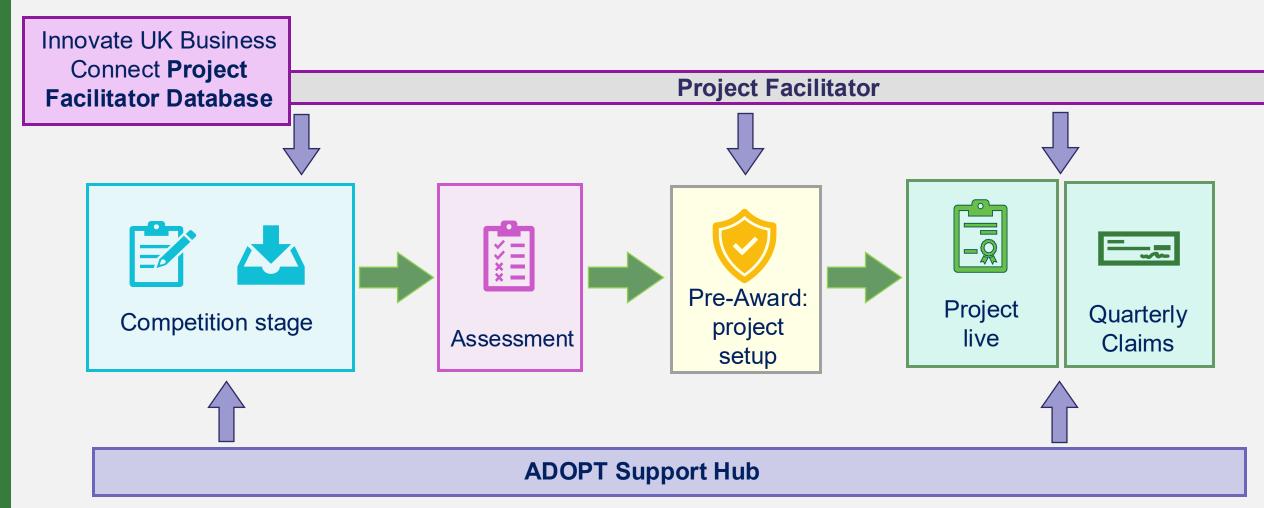
Optional







ADOPT: Full Grant application process









In Scope

Address major on-farm or immediate post farmgate challenges or opportunities. Solutions being trialled **must** significantly **improve**:

- ✓ productivity
- ✓ resilience
- ✓ sustainability and progression towards net zero emissions









Exclusions, we are not funding projects that:

- × do not benefit farmers, growers or foresters in England
- × are based on equine systems
- × involve wild caught fisheries
- × are for the production of crops or plants for medicinal or pharmaceutical use
- × are based on funded crop variety plot trials
- × are based on existing demonstration trials or projects
- × include aquaculture, such as algae and seaweed, for human consumption
- × fermentation systems for bacteria, yeast or fungi or cultivated meat







Specific Themes



Address a significant **industry challenge or opportunity** in at least one of the below:

- ✓ Agriculture
- √ Horticulture
- ✓ Agro-forestry







Pre-application:

ADOPT Support Hub

Innovate UK Business
Connect Project
Facilitator database

Project Facilitator

Grant opportunities

Facilitator Support Grant

> ADOPT Full Grant

Live ADOPT Farm Trial projects

Project Facilitator*

IUK Monitoring Officer

ADOPT Support Hub

*Project Facilitator is funded as part of claimable project costs





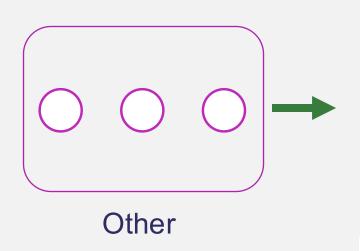
Your Project Cost Categories

View our Application Finances Instructional Video



Facilitator Support Grant: Finances





You must **only** submit in the other costs section the name of the Project Facilitator you intend to work with to submit your Full ADOPT Grant application.

You must enter the total costs of £2,500 as part of this section.

Other costs	£2,500 —	
Description and justification of the cost	Estimated cost (£)	
My Facilitator	2,500	
Total other costs	£2,500	



Full Grant: Finances

All other organisations, inc standard businesess:

- Use standard general guidance and fill in costs as they normally would for any other IUK project
- Academics and other Je-S registered partners should use the Je-S system as normal.

https://www.ukri.org/councils/innovateuk/guidance-for-applicants/costs-we-fund/



Farmers only:

- Farmers are able to calculate their trial expenses based upon labour day/ hourly rate or rate x Hectare
- All applicable costs can be rolled in to one single cost and entered in "Other Costs" category which is validated during the set-up stage and will be accepted at claims stage.
- i.e. use of tractor to cultivate a field, time for a farmer to operate the tractor, operating costs such as fuel and maintenance, cost of using other machinery, fertilisers, seed etc
- It's possible to claim professional memberships relevant to the project.

https://www.ukri.org/councils/innovate-uk/guidance-for-applicants/guidance-for-specific-funds/adopt-funding-guidance/



Useful Information

- Innovate UK's <u>General Guidance</u> and Specific <u>ADOPT guidance</u>
- Innovate UK Business Connect's <u>Good Application Guide</u>
- Who we fund
- Collaboration Agreement Guidance: <u>Lambert Toolkit</u>
- Innovate UK: Shaping the Future
- Farming Innovation Programme Website

Funding opportunities

To find out more about the competitions currently available you can visit either the <u>Innovation Funding Service (IFS)</u> or the <u>funding finder</u> on the UKRI website. Through these links, you can review the competitions available and decide which ones may be right for you.

You can <u>sign up to our newsletter</u> to receive all the latest information on our competitions straight to your inbox or <u>register for email alerts</u> to get page updates from Innovate UK.

The government also offers other opportunities for businesses to get finance and support.

Innovate UK reserves the rights to host competitions on a needs basis and will adjust each competition criteria and scope accordingly. We may occasionally run closed competitions that are for invited applicants only. These are run based on the challenge requirement or need.



Where to go for help

ADOPT SUPPORT HUB

Delivered by **ADAS**, **UK Agri-Tech Centre** and **The Soil Association**, aim to help farmers, growers and foresters to understand more about the programme, connect with experts, access funding and make on-farm trials a success.

0800 9878006 (Monday-Friday 9am-5pm)

ADOPT Support | FarmPEP | adoptsupport@adas.co.uk



Innovate UK Business Connect Project Facilitator database

https://iuk-business-connect.org.uk/adopt-project-facilitators/



Innovate UK Customer Support Services

0300 321 4357 (Monday - Friday 9am-12pm and 2pm-5pm)

support@iuk.ukri.org













ADOPT is part of Defra's Farming Innovation Programme, delivered by Innovate UK

ADOPT Support Hub

Here to Help





ADOPT Support Hub

A fully-funded, free service for ADOPT participants

- Here to help:
 - Encourage collaboration
 - Provide guidance
 - Support applications and projects

 Delivered by ADAS, UK Agritech Centre & Innovative Farmers, part of the Soil Association



ADOPT SUPPORT HUB

Facilitate Sharing
Project Findings
with events & case
studies

Run **Training & Q&A Sessions**for projects

Provide
Inspiration for projects

How We Can Help

Offer

Guidance Materials to achieve successful projects

Connect
applicants &
potential partners

Signpost to alternative funding sources

Give **Expert Help** for applications

Where should you start?



Back to FarmPEP mainsite

Signup

ADOPT SUPPORT

Connections Hub

Guidance materials

Search



Supporting farmer-led ideas and on-farm trials

ADOPT (Accelerating Development of Practices and Technologies), funded by the Department for Environment, Food and Rural Affairs and delivered by Innovate UK, supports farmer-led, on-farm trials and experiments to generate, test, and demonstrate innovative solutions to agricultural, horticultural and forestry challenges.

The ADOPT Support Hub, delivered by ADAS, UK Agri-Tech Centre and The Soil Association helps farmers, growers and foresters to understand more about the programme, connect with experts, access funding, share findings and make on-farm trials a success.

We are here to help - whether you're exploring an idea, preparing to apply, or running a funded project.

For information about ADOPT and eligibility criteria, visit the Farming Innovation Programme site.

For information about project facilitation, visit the Innovate UK Business Connect site.

Enquire now

Read FAQs

Adopt is part of Defra's Farming Innovation Programme, delivered by Innovate UK



Privacy



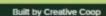












Overall messages

The ADOPT Support hub is free and here to help:

- All involved in applications (lead applicants, partners, facilitators)
- All those collaborating in projects
- At all stages (application, project inception, delivery, knowledge sharing)

Please visit our website to start your journey

www.farmpep.net/adoptsupport

adoptsupport@adas.co.uk; 0800 9878006













ADOPT is part of Defra's Farming Innovation Programme, delivered by Innovate UK

ADOPT Support Hub

Here to Help





Simon Baty
Innovate UK Business Connect

Project Facilitator role

Why, where and how much?



Why?

The role that the Project Facilitator is expected to play in the projects that secure funding will vary depending on the individual project, the input required and project budget available for renumeration. The role may include, but is not limited to:

- Acting as a project manager for the duration of the project
- Providing experienced help to prepare administrative documents (i.e. reporting documents)
- Ensuring that the project remains on track and that communication is maintained
- Providing expertise in order to help ensure the project is a success and disseminated well

A good facilitator allows farmers to focus on the project rather than the admin side of it



Where?

All the approved Project Facilitators are listed on our website: https://iuk-business-connect.org.uk/adopt-project-facilitators/





How to search the database

3 ways to search

- 1. Search by Sector Click on any section of the contents page to be taken to the Project Facilitators for that Sector (Broadacre, Horticulture, Forestry and Bioeconomy, Livestock and New Systems)
- 2. Search by keyword If you'd like to search for a key word you have in mind, use the shortcut "Command (cmd) + F" (Mac) / "Control (ctrl) + F" (Windows) on your keyboard and enter your keyword in the search box that will appear.
- 3. Summary table The summary table is organised by Sector. Individuals are displayed in alphabetical order.

If any of these 3 ways does not work for you contact us at <u>ADOPTfacilitator@iukbc.org.uk</u> or 0330 106 6400

If you have someone in mind and they are not on the approved list, they can apply at https://iuk-business-connect.org.uk/news/support-the-future-of-on-farm-innovation/

Deadline to apply as a facilitator (R1) is:

Support grant 28th May 2025

Full grant 11th June 2025



Connecting to a Project Facilitator

Go to the connect me button and complete the form at https://info.iukbc.org.uk/p/2VFU-KPP/request-to-connect-to-a-project-facilitator



Request to connect to a Project Facilitator

If you would like to be connected to any of the FIP ADOPT Project Facilitators listed in the database please fill out the following details and someone from the Innovate UK Business Connect team will put you in touch shortly.

First name*	Last name *	Email address*
Simon	Baty	simonrbaty
Who would you like to be connect to? (up to 3 connections)		
First connection	Second connection	Third connection



Please tick to confirm Innovate UK Business Connect has your permission to process your data. You can view Innovate UK Business Connect's Privacy Policy here.*

How much?

The rate of pay for the project facilitator is a commercial agreement between the lead applicant and project facilitator and can be vary dependant on the level of support required. **There is no specific guidance** on this but key things to consider are:

ADOPT Facilitator Support Grant

1. The ADOPT Facilitator Support Grant is £2,500

Full ADOPT Grant

- 1. The facilitator is an individual and encouraged to be a subcontractor
- Typically, an application demonstrating value for money would have project management costs around 5-10% of the total project costs







CONTENTS



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 - The MO fulfils two roles
 - MO's tasks during set-up
 - Key monitoring deliverables
 - Quarterly review scoring criteria
- Expectations for the Kick Off Meeting
- Project monitoring, expectations and responsibilities
 - Project monitoring timeline
 - Expectations of the Kick Off Meeting
 - Periodic reviews
 - Your responsibilities

General Guidance

- Project Change Requests (PCRs)
- Claims
- The importance of forecasting
- The final review
- The final claim
- Publicising your project

Your Monitoring Officer (MO)

Rob Merrall, BEng, EngD, MIAgrE

Rob is the founder and MD of Merralls Consulting Limited. He's an Agri-Tech Consultant with a background in agricultural engineering research and has been monitoring projects on behalf of Innovate UK since 2011.

His academic qualifications include an Engineering Doctorate incorporating MBA Management modules and a Degree in Agriculture Engineering, whilst his previous experience was in senior commercial roles, principally in the agricultural sector.

What do Merralls Consulting Ltd do?















The Role of the Monitoring Officer (MO)

The MO Fulfils Two Roles

Assurance

The primary means (post application assessment) by which it is demonstrated that public money is being spent appropriately

Conduit for information

Enabling Innovate UK "lead technologists" to understand the work projects are undertaking, which also supports programme level reviews



MO tasks during set-up



Project Familiarisation

Study project abstract and application



Spend Profile

Sense check and examine forecasting



Exploitation Plan

Validate routes to market, check project has maximised opportunities for positive impact.

Maximise return on investment, environmental and social benefits



Introduction and Kick-Off Meeting

Say "hi" and schedule initial meeting

Key Monitoring Deliverables



Online Monitoring Report on IFS Online Grant Claim Approval via IFS Guidance on Submitting a Project Change Request (PCR) on IFS

Online Project Change Request (PCR) Approval on IFS

Project monitoring, expectations and responsibilities

Project monitoring timeline

Project goes "live"

 Confirmation email sent to project by Innovate with details and guidance on various matters such as financial claims, project change requests (PCRs) and close out procedures.

Kick-off Meeting

- Chance to meet your
 MO and if available, your
 IL
- Arrange dates for periodic meetings

Periodic Meetings (usually quarterly)

- Review and update project progress, risk register, financial forecasts and exploitation plan.
- Submit claims with relevant evidence on IFS.
- MO completes and submits report to Innovate scoring project progress during period.

Project close

- Submit final claims
- Complete survey

Expectations of the Kick Off Meeting

Project Introduction

The project's mission statement.

A high-level understanding of the project together with the aims and objectives (an expansion of the application).

Meet the Team

A short introduction from each attendee (attending the meeting should be representatives from each project partner plus the financial contact submitting financial claims on IFS).

Project Goals

A brief explanation from each partner as to what they want to achieve during the project.

Work Packages

WP Leaders to take the attendees through their tasks/activities, explaining work packages, activities, timelines and ownership (Gantt Chart or similar).

Risk Register Review

Highlighting the mitigations in place for risks as they are seen at the start.

Setting Boundaries

What an MO may and may not do!

Future Meetings

Diary dates are agreed and communicated back to the Monitoring Team at Innovate UK. This is important as it provides an opportunity for Innovation Leads, Innovate UK Management and occasionally representatives from Government Department (DEFRA, BEIS) to attend.

Questions

No questions are silly questions – please ask!

Periodic reviews

- Ideally, all meeting dates arranged at **start** of project preferably during the kick-off meeting.
- All parties including the Innovation Lead and MO must be invited.
- Meetings maybe virtual or in person depending on the individual competition rules.
- Claims and relevant evidence should be submitted in draft on IFS at least 2 working days prior to the meeting.
- A copy of the quarterly presentation (including an updated risk register, forecasts and exploitation plan) should be uploaded on IFS and/or circulated to all parties prior to the meeting.

What's the purpose of a review meeting?

To update your MO and IL on your project's progress, both good and bad; everything is a learning opportunity. They are also a chance for you to ask your monitoring officer questions – nothing is too silly!

What happens after the meeting?

Following the meeting, your MO must complete and submit a report to Innovate scoring your project, on a scale of 1-5 (5 being the best), on the following criteria:

- Scope
- Time
- Cost
- Exploitation (note freedom to operate)
- Risk Management
- Planning

You should also finalise your draft claims and submit them on IFS.

REMEMBER

The MO is not responsible for anything other than monitoring the project.

MO's are **NOT**Project

Managers.

Your Responsibilities

In Accordance with the Terms and Conditions of the Grant Offer Letter, it is the Responsibility of the Project Team:

- To submit all claims for all project partners in a timely manner.
 If project partners are behind, it is the responsibility of the Project Manager to encourage/support the partner to bring claims up to date
- To ensure all costs claimed are eligible
- To submit sufficient claim evidence
- To upload all Quarterly Review Meeting documents to the "documents" area on IFS
- To submit all end of project requirements (IAR/SoE, end of project survey) in a timely manner
- To ensure the project runs as smoothly as is possible and to time!

It is **NOT** the responsibility of the MO to chase the Project Team.

General Guidance

Project Change Request (PCR)

What is a PCR?

A PCR is used to request adjustments to a funded project. It allows for changes like reallocating budget, adding or removing partners, extending project timelines, and approving new subcontractors, all within the framework of the original grant agreement.

When is a PCR needed?

It is common for project teams to reallocate budgets either:

- From one category to another within a partner's budget, or
- From one partner to another

Only one PCR may be submitted at a time. However, one PCR can address more than one issue. It is helpful to capture **all** changes required in one request as there is potential for a PCR in progress to hold-up the next required PCR. Before submitting, please check with all participants that the draft PCR contains everything that is necessary for all participants at that current time (and thinking 3 months ahead).

Who submits a PCR?

The PCR is submitted on IFS by the **Project Manager.**

What happens next?

The PCR goes through 6 stages (see diagram), this takes time (**potentially 6-8 weeks**) so please submit as soon as required.

If your PCR moves costs from one category to another and the claim you wish to submit is greater than the GOL approved category costs (for one or more of the categories), you will need to wait until the PCR is approved before submitting the claim.

Stages of PCR approval

Submitted to MO for approval

Submitted to Innovate UK for review

Submitted to Innovate Lead for approval

In review with Innovate UK

In review with Project Finance

Ready for approval

Claims

Claim (with appropriate evidence) submitted by project on IFS

Claim is checked against checked against the MO's understanding of the project progress and effort

If satisfied, the claim is approved by the MO. If not then the MO may query all or some of the claim.

Claim is then checked and verified by Innovate's Finance Team. Again, Innovate may query some or all of the claim.

If approved by Innovate then claim will be paid, usually in their next appropriate payment run.

How do I submit a claim?

Claims are submitted on IFS by the project's finance contact.

What supporting evidence is required?

Supporting evidence depends on what category you are claiming under but typically those categories include:

- Capital usage detailed invoices, no VAT
- Labour signed timesheets detailing the person's full name, dates and hours claimed, work done and signed off by an authorised person
- Materials detailed invoices, no VAT
- Travel & subsistence details of dates, person travelling, reason for travel, start and end postcodes, number of miles, cost per mile, etc.

All evidence should be accurately named for ease of reference and each claim category should include a summary spreadsheet.

What happens if a claim is queried?

If, for any reason, the MO queries a claim then it will be bounced back to the project partner for amendment, clarification or additional/better documentation and details of the query will be added to the status and comments log within the claim on IFS. The relevant project partner should then review and amend the claim as necessary and resubmit it (with comments added on IFS) for further review by the MO.

Again, once approved by the MO, Innovate's Finance Team may query any or all of a claim in a similar fashion.

The Importance of Forecasting by Projects

- Realistic forecasting is fundamental Innovate UK are tasked by HM
 Treasury to forward book sufficient funds for all projects, for the duration of the project
- Flatlining or poor-quality forecasting is <u>not</u> acceptable (including each quarter being £0!)
- MOs are asked to reject claims if forecasting is poor
- Quality forecasting begins with the first financial plan
- Reforecasting a period can <u>only</u> be achieved **before** that period commences, retrospective forecasting is <u>not</u> possible. This can create problems when projects don't keep up with their claims and forecasting obligations.

The final review



- The Innovation Lead from Innovate UK is likely to attend
- The project should be looking to demonstrate completion of all planned work
- Review of the exploitation plan should be on the agenda for all quarterly meetings and not suddenly appear on the agenda for the penultimate review!
- The project should be preparing all final claims and arranging for the necessary Independent Accountant's Report (IAR) to be completed (or Statement of Expenditure (SoE) depending on grant value)
- Depending on the competition, and wider Innovate UK practices at the time, there may be a final report template to also be completed

Final Claims

- Final claims, including Independent Accountant's Reports (IARs) or Statements of Expenditure (SoEs) (depending on your contracted Terms and Conditions) and End of Project Surveys <u>must</u> be submitted within 90 days of the project end date.
- Projects who do not complete all requirements within this timeframe are in breach of their Terms and Conditions. This can potentially result in Innovate UK invoking their "No Obligation to Pay" clause for any outstanding claims and a possible restriction on access to future funding opportunities.

REMEMBER

The final 10% of the total grant is withheld by Innovate until these have been submitted and approved.

Publicising Your Project, Innovate UK Logos & Branding



- Competition Winner's Communications and Media Toolkit
- Announcement checklist
- Your story: in-house PR
- Social media and Innovate UK
- Appendices
 - PR agencies
 - Innovate UK descriptors
 - Disclaimer
- Competition Winner's Communications and Media Toolkit
- Our logos Brand basics UK Research and Innovation logo library (frontify.com)

Thank you

Rob MerrallProject Monitoring Officer