

Transport-Technology Research Innovation for International Development (T-TRIID) July 2018

GUIDANCE DOCUMENT



**Transport-Technology Research Innovation for International Development
(T-TRIID) Guidance Document July 2018**

IMC Worldwide has actively considered the needs of blind and partially sighted people in accessing this document. The text will be made available in full on IMC Worldwide's website. The text may be freely downloaded and translated by individuals or organisations for conversion into other accessible formats. If you have other needs in this regard, please contact IMC Worldwide at HVTprocurement@imcworldwide.com.

Contents

1. Introduction	3
2. Application process	5
3. Project reporting	11
4. Technology Readiness Level	13
5. Intellectual Property Rights and Copyright	14
6. Finance summary	15
7. Dates and deadlines	17
8. Assessment scoring criteria	19

1. Introduction

- 1.1 Transport Technology Research Innovation for International Development (T-TRIID) is an initiative being implemented under the Applied Research Programme in High Volume Transport (HVT). The HVT programme is funded by the UK Department for International Development (DFID) and is implemented by IMC Worldwide Ltd (IMC). This initiative will fund a mixture of short and long projects in innovative ideas/ concepts that facilitate safer and more efficient transport in Low Income Countries in Africa and South Asia.
- 1.2 The DFID Low Income Countries includes the following: Afghanistan, Bangladesh, Myanmar (Burma), China, Democratic Republic of Congo, Ethiopia, Ghana, India, Indonesia, Iraq, Jordan, Kenya, Kyrgyzstan, Lebanon, Liberia, Malawi, Mozambique, Nepal, Nigeria, Occupied Palestinian Territories, Pakistan, Rwanda, Sierra Leone, Somalia, South Africa, South Sudan, Sudan, Syria, Tajikistan, Tanzania, Uganda, Yemen and Zambia.
- 1.3 The purpose of the T-TRIID initiative is to:
- Reduce barriers to innovation and advance technology in transport.
 - Enable a better transport system in the DFID Low Income Countries in Africa and South Asia.
 - Develop smart ideas that have the potential to advance further.
 - Fund early-stage innovations to take to the next stage of development.
- 1.4 Projects should aim to address transport challenges (could be technical, operational or policy) across the following themes:
- Long distance strategic road and rail transport
 - Urban transport
 - Low carbon transport
 - Gender, vulnerable groups and inclusion in High Volume Transport
- 1.5 This T-TRIID also includes a special interest for projects addressing issues around Transport and Energy.
- 1.6 The initiative funds research into a wide-range of novel and innovative solutions that use science, engineering and technology to advance the transport system in Low Income Countries. The purpose of T-TRIID is to stimulate ideas in transport technology and systems, encourage innovations, and support the advancement of technology-based transport products, processes and services. Funded projects may also have wider benefits for DFID, such as developing the evidence base for policies or informing decision-making in the low-income DFID Low Income Country(ies).

**Transport-Technology Research Innovation for International Development
(T-TRIID) Guidance Document July 2018**

- 1.7 T-TRIID provides 100% funding of up to GBP30,000 per project. This can be paid in two instalments of 25% at approval of first progress report and the remaining 75% at the delivery of an approved final report or alternately 100% at the end of the project, when the final report is approved by IMC. All payments are conditional upon receipt by IMC of a satisfactory Statement of Grant Usage.

- 1.8 The competition is open to companies of all sizes, businesses including micro, small and medium-sized enterprises, academia and other organisations, to support research projects which could lead to enabling a safe and efficient transport system.

- 1.9 The competition welcomes Applications from companies based in any part of the world. The only limitation is that the project solutions are focused in the Low-Income Countries.

- 1.10 Collaborations are especially encouraged between established companies and those within the DFID Low Income Countries for skills and knowledge transfer purposes.

2. Application process

- 2.1 In order to apply to the T-TRIID initiative you must be: -
- a business of any size;
 - a business based anywhere in the world
- 2.2 In addition to meet the criteria above, your project must be innovative, transport-related and focussed on science, engineering or technology.
- 2.3 Your Application must be within the scope of the competition you are applying to. If your innovation applies to two or more of the described themes, please choose the one that is most relevant. The Application will be assessed on the innovation ideas rather than the chosen theme.
- 2.4 IMC especially welcomes Applications from consortia, especially if organisations are based in the DFID Low Income Country(ies). However, a lead applicant, who will be the Grant Recipient should be identified. Up to 20% more points are on offer to these applicants. Clarify which DFID Low Income Country(ies) the Collaboration/ Lead company is based in. Describe the roles played by all especially the company in the DFID Low Income Country(ies). Highlight the activities (for example trials, lab testing etc. if applicable) that will happen in the DFID Low Income Country(ies).
- 2.5 Previous applicants of HVT funding and other IMC and DFID projects are welcome to apply.

How to apply

- 2.6 Carefully read this Guidance document, the Grant Specification document and the T-TRIID FAQs. There are four themes to choose from. Decide which competition you are applying to and complete your Grant Application form. Some project ideas may overlap between two or more themes. Please choose the one that best fits your idea. You will be marked on the idea against the criteria and not on the selected theme.
- 2.7 Your Application must be completed in the Grant Application Form and submitted in a Word document to HVTprocurement@imcworldwide.com.
- 2.8 The Due Diligence Questionnaire (DDQ) applicable to your application must be completed honestly and in full and submitted at the same time as your application form.

Transport-Technology Research Innovation for International Development (T-TRIID) Guidance Document July 2018

- 2.9 Only information in your Grant Application Form will be assessed. No other documentation, besides the DDQ, should be attached to your submission. Any other document attached in addition to these two documents will not be considered.
- 2.10 Only use the latest T-TRIID documents which are available here for download. If you apply using an Application Form from previous HVT competitions, your Application will be deemed as out of scope.
- 2.11 Applications must be submitted by **23:59** hours on the day of the submission deadline, **16th August 2018**. Late submissions will not be considered.
- 2.12 Keep within the maximum word counts noted in each of the sections of the Grant Application Form.

Application questions

- 2.13 In addition to the information included in the Grant Application form, further guidance on what should be included in your response to the Grant Application form questions are given below. The Application should also highlight when and what input you will expect from IMC and when active contributions will be required. You should also refer to the assessment scoring criteria section to help prepare good quality Applications and to maximise your score.
- 2.14 **Question 1 The Challenge** This question seeks to understand the main motivation for your project. You should clearly describe the problem or challenge you are seeking to address. You must clearly articulate why you consider this to be a transport challenge and the wider benefits your idea could potentially have on the economy, society and environment. Please refer to the DFID country(ies) this challenge applies to. Similarly, if relevant, any Applications to targeted calls should clearly articulate what challenge you are addressing within the defined scope of the targeted topic area. You should not give full details of your innovation here, however, you should focus on why it is needed. Discuss what the possible unmet need or shortcoming is in the current practise.
- 2.15 **Question 2 Innovation** You should clearly describe your innovative solution that will address the challenge you have set out in question 1. Please include relevant diagrams or figures to clearly explain your concept (remember that the text in your diagrams and figures are not included in the word count). You should note what solutions currently exist and how your proposed innovation is different. Explain how your solution will improve the current state of the art. Provide evidence of how or why your innovation solution is likely to work. Supporting evidence will be helpful, however, avoid listing a series of publications.
- 2.16 **Question 3 Collaboration/ Lead company based in DFID Low Income Country(ies)** Clearly identify the relationship between the collaborating companies. Which company

Transport-Technology Research Innovation for International Development (T-TRIID) Guidance Document July 2018

is based in the DFID country(ies) and what is their contribution to the project. (Whilst this Grant is open to organisations across the world, preference will be given to those based in, or collaborating with organisations based in DFID Low Income Countries where this project could be implemented.

- 2.17 **Question 4 Project Management** Clearly set out your project plan in a Gantt chart. Please detail the aims and objectives of your research, how you plan to accomplish this and who will deliver this project effectively. Please note what deliverables you expect to produce at what stage in the project. There is an expectation to see clear work packages, milestones and deliverables. Clearly describe relevant risks to this project and how you plan to mitigate them. Describe the roles, skills and relevant experience of the project team, including any sub-contractors.
- 2.18 **Question 5 Impact and Further Development** Clearly describe how the results of your research will benefit transport in the DFID Low Income Country(ies) identified. You should demonstrate how your project aligns to the thematic areas of HVT and how your project can deliver against those. Please give details on how you plan to maximise your results. The deliverables you produce will allow you to disseminate your research as widely as possible. Please list here what deliverables you expect to produce (these should also be included as milestones in Question 4 above). A report is required as a minimum. Projects should ideally be taken forward beyond the funding offered here. Outline your plan for obtaining funding for the next stage of development of this project, should you succeed in receiving T-TRIID funding. There is potential for further funding from the HVT programme for next stage of successful delivery of T-TRIID funded projects however, this is not guaranteed. Therefore, IMC encourages applicants to consider actions and activities for gaining further funding to develop the next stages of this project.
- 2.19 **Question 6 Project Finances** Projects should demonstrate value for money. All cost information provided should be clearly explained and all rates must reflect fair market value. Sub-contractor and material costs should be justified. Your answer should clearly describe what you will spend the funding on and justify why (especially if you intend to claim back any VAT on delivery of research). If you expect to pay VAT during the delivery of the research, (e.g. for consultancy/ sub-contracting charges, material costs and other expenses), and are unable to recover this from HMRC, you must ensure that the cost of these VAT payments is included in question 6 of your grant application form. It is important to note that Grant funding is not payable to you for any costs during the delivery of the research which may incur VAT which you are able to recover back from HMRC (see section on VAT in 6.9-6.11 for further details). The eligible costs are those directly related to the project such as Labour costs (reasonable rates), materials, sub-contractor invoices and expenses such as travel costs for meetings (must be reasonable) etc. Please also refer to 7.3 of the Grant Offer Letter and supporting Funding Agreement to see the other NOT Eligible Expenditures. Any claims made for items listed in the NOT Eligible Expenditures will not be paid. Only eligible costs directly associated with the T-TRIID projects will be reimbursed such as material costs, labour costs etc.

Due diligence

- 2.20 IMC Worldwide is fully committed to promoting the highest standards of ethical behaviour throughout our business and have a 'zero tolerance' approach to all forms of corruption. Our robust Business Ethics policy means that we condemn corrupt and fraudulent practices and require transparency, integrity and honesty in all aspects of our work and from our partners.
- 2.21 Two Due Diligence Questionnaires are included in the application pack. Please complete the DDQ relevant to your situation.
- 2.22 Independent consultants should complete that DDQ and submit it with their application form.
- 2.23 Companies bidding on their own with no partners should complete the DDQ for Partner Organisations and submit it with their application form.
- 2.24 Where companies are bidding with one or more partners, the **lead** company only should complete the DDQ for Partner Organisations and submit it with their application form.
- 2.25 It is expected that companies leading a partnership or consortium will carry out due diligence on their supply chain.

How your Application is assessed

- 2.26 After the deadline, only applications that meet the eligibility criteria and scope of the competition will be assessed. You will be notified if your Application is out of scope with full reasons as to why. IMC reserves the right to declare Applications as out of scope.
- 2.27 This initiative will operate on an open and transparent basis; Applications will be assessed against the assessment scoring criteria, detailed in this Guidance document.
- 2.28 For T-TRIID July 2018, an initial Triage assessment will be carried out where only questions 1, 2 and 3 (The Challenge, Innovation and Collaboration) will be assessed by at least two evaluators at IMC.
- 2.29 Only those Applications receiving an aggregated score of 50% or greater for questions 1, 2 and 3 (30 or more out of 60) will progress to the full assessment.
- 2.30 All those Applications that progress to the full assessment will undergo Due Diligence (DD) checks on their lead organisation or, lead consultant in the case of Application by individual consultants.
- 2.31 Even if the project ideas score highly, passing this DD check is a pre-requisite for working with IMC.

- 2.32 During the full assessment, all six questions will be reviewed by a minimum of two further expert evaluators from IMC and partner organisations.
- 2.33 The final decision on whether an Application progresses to the full assessment rests with the expert evaluators at IMC.
- 2.34 Brief feedback will be provided on Applications marked during the full assessment. This will consist of a total score and a brief sentence outlining the areas for improvement.
- 2.35 Evaluators with knowledge in a cross-cutting range of areas will assess and mark your Application. You should therefore write clearly in plain English, avoiding acronyms and jargon.
- 2.36 Successful Applications are all required to meet a quality threshold which is relative to other Applications received.

Notification of assessment outcome

- 2.37 Once all Applications have been assessed, you will be informed of the final decision by email from IMC. If you are the lead applicant, you will be responsible for informing the other collaborators and partners about the decision.
- 2.38 A breakdown of the overall scores achieved for the Grant Application form will be provided. High-level feedback will be provided to applicants who progress to the full Application process. Those who do not achieve the minimum score at the Triage stage, will just be given their score for the Triage stage.

Successful Applications

- 2.39 A project initiation meeting will be held within two weeks of awarding the Grant to discuss the details of the project. You will be asked to discuss your Application and how you will deliver the project effectively. You must be able to satisfy IMC that your methodology is likely to deliver the results sought. IMC shall have the right to request any reasonable changes to the project. Only at the initiation stage will IMC confirm your success at the Application.
- 2.40 You will be sent a conditional Grant Offer Letter complete with a funding agreement that you must sign and return.

**Transport-Technology Research Innovation for International Development
(T-TRIID) Guidance Document July 2018**

- 2.41 Any additional finance documentation that you are asked for will need to be completed and returned within stated timelines.
- 2.42 We will review your project costs to check that they meet our funding rules. You will need to complete a Statement of Grant Usage Form. This will reconcile your projected costs in your Application against actual costs. There should be electronic copies of original invoices, staff time etc provided as evidence for an audit trail. These expenses will need to be verified by a Senior Financial officer in the company such as a Financial Director. You may be asked to provide further information on the detail in your finance forms.
- 2.43 The meeting can take place either at the IMC office in Surrey or via telephone or web-conference.
- 2.44 You will be assigned a Knowledge Transfer Manager (KTM), from the Knowledge Transfer Network (KTN) who will mentor you throughout your T-TRIID project. They will provide guidance on how to make the project results more useful. They will be able to guide you on the next steps or how to gain the next funding. The KTM will also be available to you if you have challenges with suppliers and require alternative contacts.
- 2.45 If you have any questions on the mechanics of the T-TRIID programme, finance issues etc. please address these to the T-TRIID/ HVT email provided: <mailto:HVTprocurement@imcworldwide.com>.

3. Project reporting

- 3.1 You will provide regular updates to demonstrate that progress is in line with the expected milestones and that the research will deliver or disprove the expected solution. If at any point you discover that the solution is no longer viable and/ or if external factors make it unviable, you must inform IMC in writing as soon as possible.
- 3.2 There are two options for payment and both are payments on milestones (see section 8.2 of the Grant Offer Letter). The Applicant can opt to receive 25% at an approved first progress report and 75% at approved final report and Statement of Grant Usage. Alternately, the Applicant can opt to receive the 100% funding at the end of their project when the final report and Statement of Grant Usage are approved. Key findings/ a first draft of the final report will be delivered one month in advance of the final project end date. You will be given feedback on the draft report and may be asked to make changes before the final report is due.
- 3.3 The final report upon completion of the project should be no more than 20 pages long, excluding references or data tabulation annexes. It will be in plain English, comprehensive and succinct. Payment of the Grant will be on condition of a high quality final report which clearly sets out:
- The problem, issue or challenge;
 - The solution proposed;
 - The work conducted and how this advances the solution;
 - The project findings;
 - Next steps to deploy the solution, if proven.
- 3.4 The final project report should be set up to include the following sections:
- Executive summary, including project outcome;
 - Aim of the project;
 - Objectives of the project;
 - Outline of the concept (including scientific basis) on how the technology is going to help to solve a transport problem;
 - How the idea was generated (e.g. is it an Application from another industry?) and any intellectual property rights;
 - Assumptions made;
 - Technologies/equipment used;
 - Limitations;
 - Practical applications of the concept to the National transport system (including costs);

**Transport-Technology Research Innovation for International Development
(T-TRIID) Guidance Document July 2018**

- Next steps for testing and implementation;
- Conclusions.

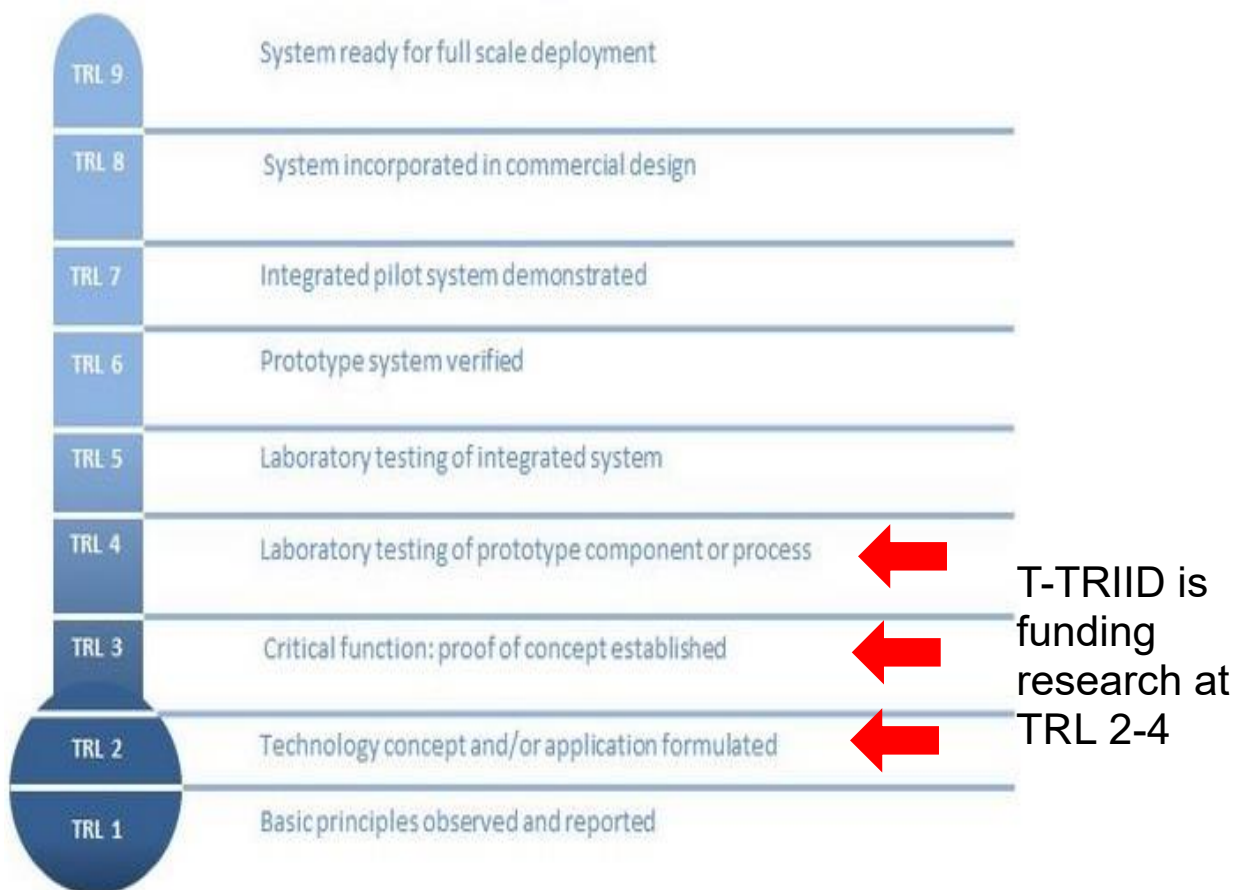
3.5 The final report will be disseminated across IMC, key stakeholders and made publicly available. Please note if a confidential report is produced, a public version is also required.

3.6 All reports should follow the principles of the HVT style guide and be written and presented to a professional standard and suitable for non-specialists, with all acronyms and unavoidable technical language clearly explained.

4. Technology Readiness Level

- 4.1 T-TRIID is designed to support the development of initial prototypes, proof of concept or feasibility studies that demonstrate an innovative solution to transport challenges in Low Income Countries across Africa or South Asia.
- 4.2 In terms of Technology Readiness Levels (TRL), this funding route will indicatively support projects between 2 and 4 on the TRL scale (see Figure 1). Funding at this early stage enables researchers to carry out basic exploratory studies which could lead to pioneering ideas being developed into new products, processes, models or services for transport applications.

Figure 1: Technology Readiness Level (TRL) Scale



5. Intellectual Property Rights and Copyright

- 5.1 You and your licensors will retain ownership of the intellectual property rights that you already own and you will also own all the intellectual property rights in the materials that you create for the project (Project Specific IPRs).
- 5.2 You will grant IMC and DFID a royalty-free perpetual licence to use the intellectual property rights in the project deliverables and you will ensure that if third party rights are embedded in those deliverables, the relevant third parties provide royalty free perpetual licences to IMC and DFID as well.
- 5.3 You will obtain waivers of all moral rights in the project's deliverables to which any individual is now or may be at any future time entitled in any jurisdiction and shall, upon IMC's written request, provide IMC with copies of such waivers.
- 5.4 More detail on how intellectual property rights are to be treated is contained in clause 10 of the grant agreement.

6. Finance summary

- 6.1 Two options will be available for Grant payment: -
- An early payment of 25% once the Grant Recipient has delivered a satisfactory first progress report. The remaining 75% will be paid at the end of the project provided that financial documentation such as receipts, the Statement of Grant Usage and the final project report is approved by IMC;
 - 100% of the Grant to be paid at the end of the project provided that financial documentation such as receipts, Statement of Grant Usage and the final project report is approved by IMC.
- 6.2 When claiming payment, you will be expected to complete a Statement of Grant Usage Form to explain the costs incurred. This should detail staff time utilised, cost of materials, sub-contracting charges, travel expenses and other costs. You must provide receipts for all claims.
- 6.3 Rates for staff time should already include some overhead costs and therefore no further overhead charges should be made. However, the salary rates must be appropriately justified, reflecting market or existing DFID benchmark values. Higher scores will be given to those providing rates below market value and deliver value for money.
- 6.4 All invoices should be based on costs only. There should be no profit margins added to the costs. The Grant is paid to research a concept or technology, not provide profit. Therefore, the only claim that can be made is for costs incurred in the research of this concept.
- 6.5 Only costs incurred for the project duration (the period from the initiation meeting up to the delivery of the final approved report and Statement of Grant Usage) will be paid. All claims made in the Statement of Grant Usage Form will be closely scrutinised.

VAT

- 6.6 Grant payments fall outside the scope of VAT as this is deemed as income from non-business activities and you do not return anything for this funding therefore, VAT should not be added to any invoices for Grant payments.
- 6.7 If you expect to pay VAT during the delivery of the research, (e.g. for consultancy/ sub-contracting charges, material costs and other expenses), and you are unable to recover VAT from HMRC, you must ensure that the cost of these VAT payments is included in question 6 of your grant application form.

**Transport-Technology Research Innovation for International Development
(T-TRIID) Guidance Document July 2018**

- 6.8 Any VAT payment during delivery of research that is recoverable from HMRC and not identified in question 6 of the grant application form will not be paid by IMC.

7. Dates and deadlines

Competition Deadlines

- 7.1 Please note the dates and deadlines for the competition below. These are indicative timings. We will adhere to this schedule as best as possible. The closing date for Applications is fixed and will be **23:59 hours 16th August 2018**.
- 7.2 Applications submitted after the deadline will not be considered. Extensions will not be granted under any circumstances.

Competition Deadlines	
Competition opens	5th July 2018
Briefing webinars for all 5 calls	10th July between 08:00-09:00 hours and 12th July 2018 between 14:00-15:00 hours.
Availability of webinar recording	14th July 2018
Competition closes, application deadline	23:59 16th August 2018
Decision to successful applicants	17 th - 21st September 2018
Notification to unsuccessful applicants	1st – 5th October 2018
Projects start	17th September 2018
Final report deadline	15th March 2019
Project End - Final Grant funding	18th - 25th March 2019

Project Deadlines

Project Reporting Deadlines	
Initiation meeting	17 th to 21 st September 2018
Progress report 1	17 th October 2018
Progress report 2	7 th December 2018
Draft Report	15 th February 2019
Final report deadline	15 th March 2019
Deadline to submit the finance documents	25 th March 2019

8. Assessment scoring criteria

- 8.1 This section contains the assessment scoring criteria for Applications. You should refer to this section to help write good quality Applications and to maximise your score.
- 8.2 Applications will be assessed to ensure you have all the appropriate skills and expertise to successfully carry out the project. Applications should:
- demonstrate an understanding of the challenges faced by Low Income Country(ies) where the Application is targeted;
 - demonstrate an understanding of the science/ technology behind the proposed solution;
 - demonstrate consideration of the practicality of implementation (including limitations e.g. legislative) to the transport system where this innovation is to be implemented;
 - name the key members of the proposed team for delivering the programme of work; and
 - outline the respective roles of all key members of the team and their relevant experience.
- 8.3 The scoring guide below and the assessment criteria give indicative marks. Evaluators are free to use the full range up to the maximum score per question.
- 8.4 Should there be several projects with the same scores, preference will be given to those projects receiving the higher scores for question 2, demonstrating a high level of innovation.
- 8.5 At the Triage stage, the Applications evaluated to score less than 50% on the first three questions will not be processed to the next stage. At the next stage there will be full evaluation of all six questions. The Applications will be marked on their responses to six questions (as in the Grant Application form) in accordance with clauses 2.22 and 2.23 of this Guidance document.
- 8.6 All questions have a weighting factor of 1, except questions 2, 3 and 5 which have a weighting factor of 3, 2 and 2 respectively.

**Transport-Technology Research Innovation for International Development
(T-TRIID) Guidance Document July 2018**

Questions	Weighting factor	Maximum score
1. The Challenge What is the challenge being addressed by the proposed project?	1	10
2. Innovation How is your Application innovative?	3	30
3. Collaboration/ Lead company based in DFID Low Income Countries Which country(ies) is the company based in?	2	20
4. Project Management What is your project plan to deliver the project? What are the relevant skills and expertise of the team?	1	10
5. Impact and Maximise Outcome How will the outcome from this research have a beneficial impact on National transport?	2	20
6. Project Finances How much will the project cost to deliver and how will this be spent to ensure value for money?	1	10
TOTAL	10	100

Transport-Technology Research Innovation for International Development
(T-TRIID) Guidance Document July 2018

1. The Challenge

Give a Score of 0	Give a Score of 2	Give a Score of 4	Give a Score of 6	Give a Score of 8	Give a Score of 10
<p><i>Limited detail is provided on the challenge and there is limited or no evidence for the proposed solution. There are no links to the HVT themes or DFID's priorities.</i></p>	<p><i>The challenge is poorly described with the evidence provided lacking in detail or of poor quality. The challenge has weak links to the HVT themes or DFID's priorities.</i></p>	<p><i>The challenge is well described but is supported with limited evidence. The challenge links to the HVT themes or DFID's priorities.</i></p>	<p><i>The challenge is described with satisfactory evidence provided. The challenge has good links to the HVT themes or DFID's priorities.</i></p>	<p><i>The challenge is clearly described with a quality body of evidence provided. The challenge has good links to the HVT themes or DFID's priorities.</i></p>	<p><i>The challenge is described in substantive detail with significant and quality evidence provided. The challenge is a high priority for the HVT themes or DFID. There are wider economic, social, environmental or cultural benefits expected/potential) of this project. The DFID Low Income Country(ies) it affects is likely to benefit and have significant impact.</i></p>

Transport-Technology Research Innovation for International Development
(T-TRIID) Guidance Document July 2018

2. Innovation

<i>Give a Score of 0</i>	<i>Give a Score of 2</i>	<i>Give a Score of 4</i>	<i>Give a Score of 6</i>	<i>Give a Score of 8</i>	<i>Give a Score of 10</i>
<p><i>Limited detail is provided on the technical solution. It does not meet the needs of the challenge and the solution does not provide any new innovation in that space.</i></p>	<p><i>The technical approach is poorly described. It is unlikely to meet the needs of the challenge and there is limited innovation on previous work.</i></p>	<p><i>The technical approach is described well with limited evidence. It may not be sufficient to meet needs of the challenge. There is incremental innovation on previous work in the Application.</i></p>	<p><i>The technical approach described is credible with satisfactory evidence. It is likely to meet the needs of the challenge. There is a step change in innovation on previous work.</i></p>	<p><i>The technical approach described is very credible with good evidence. It is likely to meet the needs of the technical challenge. The innovation is significantly different from previous work and the solution has potential to have practical Applications.</i></p>	<p><i>The technical approach described is highly credible and innovative, strong evidence is provided. It shows a strong likelihood of meeting the challenge. The innovation is significantly different from previous work and is credible. The technical solution has practical Applications.</i></p>

Transport-Technology Research Innovation for International Development
(T-TRIID) Guidance Document July 2018

3. Collaboration

<i>Give a Score of 0</i>	<i>Give a Score of 2</i>	<i>Give a Score of 4</i>	<i>Give a Score of 6</i>	<i>Give a Score of 8</i>	<i>Give a Score of 10</i>
<p>No companies in the application (lead or partner) are based in a DFID LIC. There is no collaboration with any organisation in the DFID Low Income Country(ies).</p>	<p>The lead company is not based in the LIC. There is no collaboration with any company for this project based in the DFID Low Income Country(ies), but the organisation is coordinating this with local authorities in the DFID Low Income Country(ies).</p>	<p>Whilst the lead company is not based in a DFID LIC, there are small amounts of work being sub-contracted to a company for this project based in the DFID Low Income Country(ies).</p>	<p>Either the lead company is based in LIC or there is collaboration between an established organisation in developing nation and an organisation in a DFID Low Income Country(ies). In addition, this is being coordinated with the local authorities based in the DFID Low Income Country(ies). The project is NOT trialling, testing etc (conducting most of the study) in the DFID Low Income Country(ies). There is NO plan in place for skills transfer to the company based in the DFID Low Income Country(ies).</p>	<p>Either the lead company is based in LIC or there is collaboration between an established organisation in developing nation and an organisation in a DFID Low Income Country(ies). In addition, this is being coordinated with the local authorities based in the DFID Low Income Country(ies). The project is trialling, testing etc (conducting much of the study) in the DFID Low Income Country(ies). There is NO plan in place for skills transfer to the company based in the DFID Low Income Country(ies).</p>	<p>Either the lead company is based in LIC or there is collaboration between an established organisation in developing nation and an organisation in a DFID Low Income Country(ies). In addition, this is being coordinated with the local authorities based in the DFID Low Income Country(ies). The project is trialling, testing etc (conducting much of the study) in the DFID Low Income Country(ies). There is a proper plan in place for skills transfer to the company based in the DFID Low Income Country(ies).</p>

4. Project Management

Give a Score of 0	Give a Score of 2	Give a Score of 4	Give a Score of 6	Give a Score of 8	Give a Score of 10
<p>There is a poor project plan. Little or no details are given of the aims and objectives; deliverables; milestones, the team, or risks. No Gantt Chart is provided.</p>	<p>The project plan has limited detail. It has weak evidence to suggest the project can be delivered effectively. It has weak or no details of milestones, the project team, deliverables and risks. A poor Gantt Chart is provided, e.g. it lacks a detailed breakdown of the project and timings are not convincing.</p>	<p>The project plan provides some detail on the project timelines, including evidence to suggest the project can be delivered effectively. A Gantt Chart is provided with limited details on work packages, deliverables, project team and milestones identified. Limited or insufficient information on risks.</p>	<p>The project plan has good detail and provides good evidence to suggest the project can be delivered effectively. A Gantt Chart is provided with detailed work packages, deliverables, project team and milestones are clearly shown. An assessment of risks and a cursory consideration of mitigating measures.</p>	<p>The project plan has good detail of how the project will be delivered effectively with good evidence. It gives comprehensive details of milestones, the project team and an assessment of risks. Suitable risk mitigation measures are given. The project team's skills and expertise are noted in sufficient detail. A comprehensive and detailed Gantt Chart is provided.</p>	<p>The project plan is highly credible and likely to deliver the project effectively. The plan clearly conveys the aims and objectives, deliverables, timescales, milestones and skill of the project team. Comprehensive risks are identified, and suitable mitigation measures are given. A comprehensive and detailed Gantt Chart is provided.</p>

5. Impact and Maximise Outcome

Give a Score of 0	Give a Score of 2	Give a Score of 4	Give a Score of 6	Give a Score of 8	Give a Score of 10
<p>There is minimal impact of this project on the DFID Low Income Country(ies) transport and limited potential for future development. Little or no mention of the next steps.</p>	<p>The impact of this project on the DFID Low Income Country(ies) transport is poor and there is insufficient evidence provided to validate its impact. There are poor links to the DFID's priorities. There is limited potential for further development. No mention of dissemination. Vague and limited information on next steps.</p>	<p>The impact of this project on the DFID Low Income Country(ies) transport is marginal and there is poor evidence of this provided. There are weak links to the DFID's priorities. There is some potential for future development of the project. Some mention of dissemination and next steps but is vague. Future funding is not considered.</p>	<p>The impact of this project may benefit the DFID Low Income Country(ies) transport and there is significant evidence of this provided. There are links to the DFID's priorities. There is reasonable potential for further development of the project. Satisfactorily defined a dissemination plan and the next steps for the project. Future funding is considered.</p>	<p>The impact of this project on the DFID Low Income Country(ies) transport is highly likely and there is good evidence of this provided. There are good links to the DFID's priorities. There is potential for further development and a route to maximise impact has been identified with one or two dissemination activities planned such as presentations, journals etc. A plan is identified for the next steps of this project. Future funding is considered, and potential investors identified.</p>	<p>The impact of this project on the DFID Low Income Country(ies) transport is highly credible and strong evidence of this is provided. There are strong links to the DFID's priorities and grand challenges of the industrial strategy. There is clear potential for further development and a route for development has been identified with multiple dissemination activities planned such as presentations, journals etc. A clear plan is identified for the next steps of this project. Future funding is being discussed with potential investors for the next stage of research.</p>

Transport-Technology Research Innovation for International Development
(T-TRIID) Guidance Document July 2018

6. Project Finances

Give a Score of 0	Give a Score of 2	Give a Score of 4	Give a Score of 6	Give a Score of 8	Give a Score of 10
<p>The cost information provided is limited or the project would not provide value for money. For instance, very, high day rates that are unsuitable.</p>	<p>The cost information provided is limited or lacking in detail. The information does not represent value for money. Day rates are higher than market rates</p>	<p>The cost information provided is limited. A breakdown of costs is provided with some justification given. Staff costs are given but the day rates are higher than market rates. Limited or no information is given on material and sub-contract costs. The project provides limited value for money.</p>	<p>The cost information is given. It demonstrates value for money and there is good breakdown of the information. Staff costs are given and are appropriate. Some costings for materials and sub-contracting work is given but not explained in sufficient detail.</p>	<p>The cost information given is good. It demonstrates value for money and there is sufficient breakdown of the information. Staff costs are given and reflect market value. A clear explanation of other costs including materials and sub-contracting work is given.</p>	<p>The cost information given is excellent and fully justified. It demonstrates value for money and there is clear breakdown of the information. Staff costs are given and demonstrate value for money i.e. staff rate is lower than market value or the company is offering some 'free time' which is credible. A clear explanation of other costs including materials and sub-contracting work is given. In kind contribution is given.</p>