



CHERISH-DE Strategic Secondment Fund - Guidance for Applicants

What is the CHERISH-DE Centre?

The CHERISH DE Centre is one of six national Digital Economy Centres funded by EPSRC and a range of research users for a five-year period. Each Centre is focused on a specific area of digital innovation and all are charged with developing the impact of their work and researchers on society and the economy. Swansea's Centre targets challenging human environments ranging from health care, deprived regions to security contexts.

All of the Centre's work will be interdisciplinary in recognition that difficult social and economic challenges can be best tackled through the combined insights from arts and humanities, STEM, medical and social sciences.

The Centre has three objectives:

- Maximise impact of the unique Challenging Human Environment DE work grown within Swansea;
- Act as a beacon for an innovative impact-led way of working; and,
- Develop a generation of ambassadors who will be the sustaining dynamic of DE working.

One of the key ways we will achieve these aims is by facilitating a large number of projects, research-impact visits and secondments.

At this time, we are seeking Strategic Secondment Proposals that will enable applicants to build up an understanding of a research user's needs within three broad areas of the Digital Economy:

- [Health and Social Care](#);
- [Resource Constrained Communities](#); and,
- [Safety and Security](#).

What is a CHERISH Strategic Secondment?

CHERISH-DE Strategic Secondments provide successful applicants with up to £2K to enable them to build up an understanding of a research user's needs via a funded placement into a public, private or third sector organisations.

CHERISH-DE secondments allow staff to develop skills and knowledge, foster new links with external organisations for knowledge exchange on a mutually beneficial basis and help to bridge the gap between theory and practice.



The programme supports well defined projects with clear outcomes that build strategic links with partner organisations for mutually beneficial transfer of knowledge, understanding of organisational culture and future collaboration.

Am I eligible?

Applications are invited from academic and research staff at Swansea University who are within contract for the duration of the secondment. In keeping with the centre's commitment to developing the careers of Early Career Researchers, PhD students and those in post-doctoral training at Swansea University are also eligible to apply.

How do I apply?

You can apply via the CHERISH-DE [website](#).

How is the funding allocated?

A secondment involves an eligible member of Swansea University staff going into a UK based external organisation for a minimum of 20 and a maximum of 40 hours, for which your faculty may receive up to £2000 (including expenses) of VAT exempt funding.

When can I apply?

Strategic Secondment applications are processed on a monthly basis, with applications being considered on the last working day of each month. Decisions will be emailed to applicants within five days of a decision being made.

What are the placements designed to do?

We will fund the release of staff to spend quality time with the external organisation to develop:

- A relationship (or a new part to an existing one)
- New understanding of each other's organisation
- Real opportunities for future collaborative activity (*this is the key point*)

Placements must have clear strategic benefits that are aligned to the CHERISH-DE Centre's objectives.

What outputs are expected?

Outputs of the placement are expected to be agreement on a list of future possible collaborative activities and timescales to take these forward. These are evidenced via a summary report of the opportunities. Placements are intended to deliver follow-on collaboration/ activities, some of which will bring in new external income into the University.

Six months and 18 months after your placement you will be asked to identify any funded activity that has followed on from the placement to help evidence the success of the programme.



A final report is also due without fail two weeks after the end of the placement, accompanied by a signed time sheet.

Can I return to the organisation for a second placement?

Each applicant can complete one secondment. Repeat visits to host institutions are not encouraged as the secondment scheme is intended to foster an initial relationship with an organisation.

Applications for second placements will only be considered if the activity with an existing partner company is new activity, e.g. if a different faculty begins to engage with the company in a different area to the previously existing relationship.

Do I need to consider conflicts of interest?

For guidance on conflicts of interest, please refer to the Swansea University policy and procedures.

<https://www.swan.ac.uk/media/Conflicts%20Policy.docx>

<https://www.swan.ac.uk/media/Conflicts%20Procedures.docx>

When will my department receive payment?

Payment will be made at the end of the placement following approval of satisfactory outcomes and submission of a final report.

Monies will be released once the documentation has been checked, verified by the CHERISH-De Administrator and approved by the CHERISH-De Project Manager.

In order for any expenses to be claimed, original receipts must be retained and submitted using the University's expenses process.

Promotion and Publicity

On completing a placement, it is a condition of the award that participants will share any outcomes of placement for use in CHERISH-DE promotional activities.

The Project Office also uses information provided in the application and completion documentation to publicise the programme. This includes on the website, in newsletters, events publicity and amongst partners. Please indicate on the application if you would prefer this did not happen e.g. for confidentiality reasons etc.

Requests for permission to publish articles by either party shall be made to the other party and a decision to authorise or not will be made within 30 days of the request. If the content of a publication is such that either party considers it confidential in nature, permission may be withheld until the article is amended to exclude the confidential information.

What are the application timescales?



Activity	Deadline
Deadline to submit applications	20 th of each month
Panel Decision	Last working day of each month
Notification	Within five working days of panel decision, by email.

What other funding does the CHERISH-DE Centre offer?

The centre offers funding that can support ideas that are generated during a secondment:

- the **Escalator Fund** (seedcorn funding of up to 15K per proposal to create and develop impact ideas), and
- the **International Mobility Fellowship** scheme (up to 2K to support travel to, or to provide funding for a visit from , an international research collaborator that will build alliances for impact)



CHERISH-DE Project Partners

Our partners all contribute to the development of the centre's research themes and have established collaborations with Swansea University. They are committing significant resource to support the development and implementation of the centre, offering researchers:

- Training and development
- Access to facilities
- Hosting secondments
- Staff time
- Co-funding research
- Proof –of-concept activity

The founder partners of the CHERISH-DE Centre are:

Abertawe Bro Morgannwg University Health Board
Accelero
BBC Research & Development
Blurrt
City and County of Swansea
DVLA
FRAM3
GPC
Grŵp Gwalia
IBM Research (India)
Leadin
Microsoft (India)
Microsoft Research Ltd (UK)
Protect 2020
South Wales Police Cyber Crime Unit
Symlconnect
TechHub
WePredict