

Programme Call - Safeguarded AI TA1.4 - Proposal Guidelines

How to format your proposal

- Page count: 4 pages of A4 (including diagrams), single line spacing, standard character spacing (neither expanded nor condensed)
- Font: Garamond, Computer Modern, or Arial. Colour: black. Size: 11-point font or larger
- Margins: At least 0.5" margins all around
- File Type: PDF

Applicants are required to provide a proposal no longer than 4 pages in length, outlining the following three sections:

1. Project and Technical Information
2. The Team
3. Administrative Questions

Below, we provide further detail on each of these sections.

Section 1: Project & Technical Information

The aim of this section is to gain in-depth, technical information about the project being proposed. Creators in TA1.4 should, in their proposal:

- **Define the socio-technical challenge** their project aims to address, and how it is plausibly critical to the success of Safeguarded AI
- **Describe how you propose to tackle the problem**, including your intended deliverables, their timeline and success criteria
- **Describe how they expect to interact with Creators from other Technical Areas** in order to ensure the successful implementation of their work
- **Motivate and differentiate their proposed approach** from other potential approaches to the problem, including related past work
- **Differentiate the proposal from the normal course** of their research were it not for ARIA, and explain why

Section 2: The Team

This section includes information about the proposed individual or team that will conduct the research and management structures. This must include:

- Details of the project team – we want to know who will be doing the work (not just the principal investigator or project lead) and what portion of their time will be dedicated to this project. You could include short bios about each team member (we discourage you from submitting CVs).
- If you intend to collaborate with or rely on any third parties, sub contractors/grantees, who they are and which elements of the project they will support/deliver.
- How you intend to coordinate and manage the teams including any collaborations with third parties.
- Any potential gaps in your core competency which would be required in order to achieve the overall goals.
- We also want to know what motivates you or the team to want to do this project and why you are the right person/team to work on this project.

Section 3: Administrative Questions

This section includes information about the budget, intellectual property that you intend to rely on, any perceived conflicts of interest and for non-UK applicants how the proposed project may benefit the UK.

In completing your application you must also provide answers to the following questions. Answers to these questions are not included in the 4 page cap. You should complete these questions in the application portal so there is no need to format these in a specific way.

Application	Guidance
How much funding do you need?	<i>(Please provide a cost breakdown by completing the spreadsheet here.</i>

	<p><i>Prior to completing this template you should review ARIA's Eligible cost guidance here.</i></p> <p><i>The completion of a more detailed costing template will be required prior to contract/grant signature)</i></p>
<p>Are you proposing to contribute funding?</p>	<p><i>(Where you or your organisation are proposing to contribute funding to the project please let us know how much funding you plan to contribute, who is contributing the funding, is the funding already secured and any other relevant details.</i></p> <p><i>ARIA will fund 100% of project costs and contribution of funding is not essential however, we welcome proposals that contribute funding in cases when such funding will strengthen the potential success. In these cases, this funding contribution will be considered as part of the overall strength of the project proposal)</i></p>
<p>Does your proposal depend on background IP (pre existing)?</p>	<p><i>(If Yes, give us an Indication of: What background IP is required, Whether you currently have rights to that IP)</i></p>
<p>Have you already secured funding for a similar project or are you currently in the process of seeking support from other funding sources for the same project?</p>	<p><i>(If yes, tell us more about the funding you already have or are applying for)</i></p>

<p>Any other factors or restrictions that might impact your freedom to operate and deliver the project?</p>	<p><i>(Please provide a detailed description of any perceived conflicts of interest with the programme director, import/export or security restrictions that you are aware of)</i></p>
<p>Are you proposing to perform substantial parts of the proposed project outside of the UK?</p>	<p><i>(Please provide a brief summary of your proposed plans or commitments)</i></p> <p><i>Our primary focus is on funding those who are based in the UK. For the vast majority of applicants, we therefore require the majority of the project work to be conducted in the UK (i.e. >50% of project costs and personnel time).</i></p> <p><i>However, we can award funding to applicants whose projects will primarily take place outside of the UK, if we believe it can boost the net impact of a programme.</i></p> <p><i>In these instances, you must outline any proposed plans or commitments in the UK that will contribute to the programme within the project's duration (note the maximum project duration for this solicitation is 18 months).</i></p>
<p>Has a suitably authorised member of your organisation approved the submission of this proposal?</p>	<p><i>(In the application portal, please select the option that best describes your situation and provide details where required).</i></p>
<p>Additional questions about you/your organisation that can be found in the application portal.</p>	