

POLICE STAR FUND 2024/2025 CALL BIDDERS PROSPECTUS



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OPPORTUNITY OVERVIEW

The success of Science, Technology, Analysis, and Research (STAR) within policing requires supporting local innovation that has the potential to improve our service locally and nationally. This prospectus outlines your opportunity to secure investment in local and regional projects that will enhance the contribution of STAR to any area of policing. Due to the earlier call timeframes, our budget for 24/25 has yet to be confirmed (we will update as soon as we can), but the last Police STAR Fund pot was up to £3m and we do not currently expect that to reduce.

Individuals and teams from NPCC Forces, Offices of Police and Crime Commissioners (OPCC), the Home Office, the College of Policing (CoP), and the National Crime Agency (NCA) are eligible to bid. At this stage we are seeking short Expressions of Interest (EOI), to be submitted between **Monday 16 October and Friday 10 November 2023** using the online form which will be available at science.police.uk. An outline of the questions you will be asked can be found in Annex A

Following a review of EOIs, selected applicants will be asked to provide a detailed account of their project by **17:00 on Friday 19 January 2024**. Funding decisions will be shared by the **11 March 2024**. Where a project is not funded through the Police STAR Fund, the Office of the Police Chief Scientific Adviser (OPCSA) may use your EOI to support you accessing other routes of funding and increase awareness of your proposal.

***Please carefully review this Prospectus in full before drafting your bid. Please note some criteria and processes have changed from previous years. ***

ELIGIBILITY

Types of proposals

We are open to funding all types of projects across policing as long as the work develops science, technology, analysis and/or research within policing. Projects should align with the NPCC Science and Technology Strategy. We welcome bids that use knowledge and methods from engineering, social science, and other science disciplines; bids that seek to develop fundamental knowledge or a new technology; bids that seek to apply fundamental work to practice; and bids that seek to evaluate emerging science-based practice and/or innovation in policing; and bids that look to further grass roots innovation and/or research in policing. We are particularly interested in bids which seek to further science research and scientific methods within policing and encourage evaluation projects to consider the integration of economic evaluation within the research. An eligible bid will:

• **Be evidently innovative and future-focused**. It should clearly set out how you will address a current or future problem in policing. We accept that being innovative means a bid will not always deliver in line with initial expectations and that important lessons in science come from 'failure'.



- Align with the NPCC Science and Technology Strategy. It should clearly articulate how the project aligns with the S&T strategy, highlighting which service line it will contribute to and the horizon it is targeting
- Not be seeking to procure existing kit or technology, or to maintain existing assets or capabilities. As the Police STAR Funds are allocated for new S&T, such requests, however critical, would not meet the fund's purpose.
- Not implement or deliver something known to be effective. Again, while critical, this is not the fund's purpose.
- Anticipate benefits for the organisation running the work. A bid must clearly articulate the
 expected benefits that will be attained locally. This may be improved operational effectiveness,
 or a change in current approach or thinking. We understand innovation means success is not
 guaranteed; you should provide information on the assumption the work will deliver in line with
 your expectations.
- **Give a plan for improving current thinking or practice in policing more widely**. A bid should articulate how learning will be passed to others at regional, national, and international levels. This might involve sharing best practice via the NPCC, communicating to neighbouring Forces, and so on.

We may consider bids which continue existing projects including those previously funded by the Police STAR Fund. However, they must have a clear additional aspect above what has been previously funded e.g. the application may seek to develop an additional capability or an evaluation, to help advance towards scalable implementation of practise, technology or scientific methodology. Applications must be clear on what the impact and benefit of the additional funding will be.

Funding and Duration

Projects can vary in length but will need to be completed within the 24/25 FY. Therefore you should carefully consider all recruitment, vetting, contracting and internal agreement timeframes as part of your project planning and bid. In previous years, projects that have not planned sufficient time for these activities have failed to achieve their outcomes, with some returning funding to OPCSA. At full stage your bid will be rigorously evaluated to ensure confidence in your ability to complete by 31st March 2025.

We have an expectation that projects will cost no more than £300k, given the need to spend in FY and our desire to fund a variety of research, innovation and evaluation. In very exceptional cases we may consider larger projects, but the justification needs to be particularly strong and co-investment is anticipated.

If you are seeking to collaborate with a university or other higher education institution, they should provide their costs at 100% of the full economic cost (FEC). If you are seeking to collaborate with an industry partner, they should provide their full costs, inclusive of VAT and/or any other applicable tax.



All work which is funded through the Police STAR Fund should conclude by 31 March 2025 (i.e., spend must occur within FY24/25). We will not reimburse costs associated with the development or submission of a bid.

Successful projects will be able to claim funding in arears in October 24 and January 25 subject to meeting reporting requirements. By accepting the offer of funding, recipient teams and organisations are also agreeing to adhere to our funding conditions – Annex B.

Organisation Eligibility

Individuals and teams from <u>NPCC forces</u>, OPCCs, Regional Organised Crime Units (ROCUs), Counter Terrorism Policing (CTP), the NCA, the College of Policing, and the Home Office are eligible to submit applications to the Police STAR Fund. A full list of eligible organisations can be found in Annex C.

We encourage bidders to collaborate with outside partners, including Higher Education Institutions, research organisations, charities, and commercial companies. However, bids must be led and submitted by eligible organisations.

Please ensure you have checked your organisations eligibility before submitting an application. Applications from ineligible organisations will not be accepted.

If you are uncertain about your eligibility, please contact <u>PoliceSTARFundEnquires@npcc.police.uk</u> for advice.

APPLICATION PROCESS

The Police STAR Fund operates a 2-stage application process. Applicants will first be asked to submit a short (~750 word) EOI using an online form accessed at science.police.uk, with those successful applicants being invited to submit a more detailed full stage application. A breakdown of the application process timeline can be found in Annex D.

Please note that the process for submitting an EOI has changed from previous years

Expressions of Interest (Stage 1)

You must provide an initial Expression of Interest (EOI) proposal using the <u>online form</u> available at science.police.uk. A document version of the form can be found in Annex A to help with the development of your bid. This EOI is your opportunity to outline the nature of your project and how it will provide an innovative solution, advances knowledge, or evaluate existing practice, for the benefit of policing. The form contains sections to help you outline the rationale for your proposal. It gives word counts as an indication of how much detail to provide (you do not have to reach these indicative maximum counts).

Ideally you should be able to provide a breakdown of costs at EOI stage. This does not have to be in significant levels of detail but we do expect you to indicate where you expect costs to occur. Where firm costings are unavailable, you should provide indicative costs and a firm upper cost, with an explanation for why uncertainty is necessary at this stage.



The online form will be open for submissions between **9am 16th October 2023 and 5pm 10th November 2023.** Applications cannot be submitted outside of these times. Only applications submitted through the online form will be considered for funding. Please note: you will not be able to edit your application once submitted, so please do utilise the EOI questionnaire provided in Annex A to support the drafting of your bid.

No other materials can be submitted as part of the bidding process. By submitting an EOI, you are confirming that all relevant parts of your organisation has agreed to support your delivery of the bid.

EOIs will be assessed at least twice by members of the OPCSA team against the assessment criteria outlined in Annex E.

Applicants will be notified of EOI outcomes on or before 27 November 2023. Successful applicants will then be invited to submit a full stage application. Please note, due to the high volume of EOIs received, we will be unable to provide comprehensive feedback at EOI stage.

Full Stage Applications (Stage 2)

If successful at EOI, you will be invited via email to Full Stage. When invited to full stage, you will be sent the full stage application form and accompanying guidance and assessment criteria. The form consists of 6 questions and will require more information about your proposal, workplan and deliverables. An overview of what will be asked at Full stage is below.

Q1 - The Challenge

 This section will require you to clearly and comprehensively articulate the challenge/problem you are looking to address with your project with evidence

Q2 - The Proposal

• You will be asked to provide a detailed explanation of your proposed innovation, research or evaluation and how it will meet the needs of the challenge you have outlined

Q3 - The Delivery

• This section should include detailed information on the work you plan to do and how your project will be delivered and by whom. A clear project plan must be provided

Q4 - The Value for Money

This section will ask you to provide a detailed breakdown and justification of costs and evidence how your project
provides value for money for policing

Q5 - The Impact and Benefits

• You will be asked to provide clear information on the route to impact for your project and specific benefits to be achieved. You will also be asked how you plan to disseminate your findings and their impact on wider policing.

Q6 -The Risks

• You will be asked to provide a comprehensive consideration of risks and mitigations for your project

Full Stage applications will be assessed against a criteria provided with the bid form by reviewers following a transparent competitive evaluation process. Each bid will be assessed at least three



times from a reviewer pool drawn from the NPCC, Home Office science and policy teams, OPCSA, representatives of the policing community, and academics.

As part of the evaluation process, applicants may be contacted during the assessment stage to allow reviewers to gain further insight into your proposal. Therefore, please ensure the contact details you provide will allow you to be reached during that time.

Reviewer assessment will feed into subsequent evaluation of applications by the moderation panel and the National S&T board. Results of the Full Stage will be shared with applicants on or before the 11th March. Limited feedback will be provided to those who have been unsuccessful

Post Award and Project Initiation

Upon notification of funding, project teams will need to accept and confirm their agreement to the funding terms outlined in Annex B. Successful projects will be able to claim funding in arears in October 24 and January 25 subject to meeting reporting requirements. More information on claiming funding will be provided to successful projects prior to the funding claim window. By accepting the offer of funding, recipient teams and organisations are also agreeing to adhere to our funding conditions – Annex B.

Projects should then start in line with the project plans submitted as part of their full stage bid, completing by 31st March 2025.



Annex A – EOI Questionnaire

The following outlines the questions you will be asked during EOI submission. This is provided to help you draft your bid. Please note, only applications submitted through the online form will be considered for funding.

Organisation Eligibility

Which type of eligible organisation are you applying from? (Please see annex C if you are unsure which category your organisation fits into)

- □ NPCC Member Forces
- PCC Office
- Regional Unit
- National Entity

Please choose the correct organisation from the drop down list

Project Details

Project name

Project Summary (50 words)

Please provide a 50 word summary of your project - this will be used to publicise your project, should you be successful. Therefore please provide a summary that is shareable

Project Lead

Please provide the name of your lead project contact. This person will receive all correspondence in relation to your application and should be from the eligible organisation you are applying from. Submissions with lead contacts which do not match the eligible organisation indicated in the EOI may have their application withdrawn.

Project lead email address

Please provide a work contact email for the project lead. Project's with lead contact information which does not match the eligible organisation indicated may have their application withdrawn.

Please list any policing, academic and/or industry partners you are working with on this project.

Funding request

Please indicate the total funding amount you are requesting from the Police STAR Fund 24/25 for this project. We have an expectation that projects will cost no more than £300k, given the need to spend in FY and our desire to fund a variety of innovation and research. In very exceptional cases we may consider larger projects, but the justification needs to be particularly strong and co-investment is anticipated.

Funding request breakdown

Please provide a high level breakdown of how this funding will be spent e.g. X amount on staffing costs, Y amount on hardware. If you are unable to provide a breakdown, please explain why and outline how you plan to ensure this information is available for full stage.



Has this project received funding before, including from the Police STAR Fund? *Please provide details*

Have you secured any co-funding for this bid? Please provide details.

NPCC S&T Service line alignment – please indicate which of the S&T strategy service lines your innovation aligns with

- Analytics
- Identification and Tracing
- Surveillance and Sensing
- □ Interconnectivity
- Crime Prevention
- Personal and Public Safety
- □ Mobility

Is there a key NPCC/Policing portfolio that this project may sit under e.g. Digital Forensics, VAWG etc. if yes, please provide details:

Please indicate whether the portfolio is aware of this project proposal:

- No I have not yet engaged with the NPCC portfolio
- □ Yes, an NPCC portfolio is supporting the bid
- □ Yes, NPCC portfolio is aware and considering supporting the bid
- □ Yes, but NPCC portfolio is not supportive of the bid

If you have indicated more than one portfolio, please provide a breakdown of their awareness/support in the open text box below

Project Proposal

What challenge does your project seek to address (100 words)

Outline the problem you are trying to address with supporting evidence where appropriate

What innovation or research do you plan to undertake (450 words)

Briefly outline your innovation, research or evaluation, showing evidence of how it is innovative compared to the current landscape, and explain how you plan to deliver it and over what timeframe

What measurable difference will your innovation or research make? (100 words)

Outline the benefits and impact of your innovation, research or evaluation both locally and to wider policing

What are the risks and challenges to your success? (100 words)

Please briefly outline the key risks and challenges to your project and how you plan to mitigate them

Does your project require a DPIA? Has this already been agreed?

If your project requires a data sharing agreement you should indicate below how far along the process of agreeing and implementing you are. At EOI stage we do not expect all projects to have an agreed DPIA in place, however we do expect you to be considering its development and implementation as part of your bid planning.



- No DPIA needed
- □ Yes, DPIA agreed
- □ Yes, DPIA in progress but yet to be agreed
- Yes, DPIA not yet initiated

Please confirm your project will be delivered within the 24/25 Financial year.

Due to funding rules, only projects that will be undertaken and completed within the 24/25 financial year will be eligible for funding

□ Yes my project will be delivered within the 24/25 FY

Please confirm that you have adhered to any sign off processes needed from your organisation to submit this bid.

By agreeing below, you are also confirming that you have spoken to all relevant parts of your organisation needed to deliver the project (e.g. IT) and are confident in its delivery, should you be successful with your application.

□ I confirm



Annex B – Draft Funding Conditions

Conditions of funding can be found outlined below. These may change slightly prior to projects being offered funding however we expect them to remain broadly the same. Project teams accepting the offer of funding will be committing to the Police STAR Fund funding conditions which will be confirmed with them at the point of offer.

Headline conditions

- Spend and delivery should be completed within the financial year (24/25);
- OPCSA should be notified at earliest convenience of possible underspend, with any being returned by the end of the project;
- Adherence to appropriate local controls re-Finance and Commercial decisions (e.g. using Force financial processes, commercial frameworks etc);
- Agreement to complete regular quarterly project updates and a final report.

Oversight

As part of the agreement to fund, projects are expected to provide 4 light-touch quarterly updates on progress and a final report presenting all the work undertaken. The draft schedule for those reports is below, and you will receive templates and request emails in the weeks prior to the due dates. Projects will be able to claim funding in arears in October 24 and January 25 subject to meeting reporting requirements.

| Reporting Requirement | Date Due |
|-----------------------|----------|
| Q1 Update | 06/24 |
| Q2 Update | 09/24 |
| Q3 Update | 12/25 |
| Q4 Update | 03/25 |
| Final Project Report | 06/25 |

Open science

The UK National Action Plan for <u>Open Government</u> commits us to Open Science, which is the umbrella term for making all aspects of science and knowledge generation freely and publicly available. Practically, this means that you should expect the final report of your project to be made publicly available at no cost to a reader, unless operational sensitivities prevent you from doing so. We further encourage you to work toward making available any data files and materials along with the report, which allows others to understand what you have done. Finally, for those running a study, qualitative or quantitative in nature, we strongly encourage you to pre-register your research design on an established platform (e.g. at https://science.police.uk/site/assets/files/3446/npcc_ocsa_research_concordat_22-23.pdf

Raising awareness

In due course we make media announcements about the funded projects. We would appreciate notice of any media announcement you intend to make. Please contact <u>PoliceStarFundEnguiries@npcc.police.uk</u>



Bidders Prospectus

Annex C – Eligible Organisations

| NPCC Member Forces | | PCCs | | Regional Units | National Entities | |
|--------------------------------|-----------------------------|---|--------------------|-------------------------|---------------------|--|
| Avon and Somerset Constabulary | Merseyside Police | Forces listed below are eligible to submit a bid, however as bids are evaluated for their | Avon and Somerset | Lincolnshire | EMSOU | NPCC |
| Bedfordshire Police | Metropolitan Police Service | impact on wider policing, we would encourage you to | Bedfordshire | London | WMROCU | NPAS |
| Cambridgeshire Constabulary | Norfolk Constabulary | consider partnering with | Cambridgeshire | Merseyside | ERSOU | National entities listed below are eligible to submit |
| Cheshire Constabulary | North Wales Police | another force/listed organisation to increase your | Cheshire | Norfolk | NERSOU | a bid, however as bids are evaluated for their impact |
| City of London Police | North Yorkshire Police | ability to meet that criteria | City of London | North Wales | NWROCU | on wider policing, we |
| Cleveland Police | Northamptonshire Police | | Cleveland | North Yorkshire | SEROCU | would encourage you to consider partnering with a |
| Cumbria Constabulary | Northumbria Police | British Transport Police | Cumbria | Northamptonshire | SWROCU | force/ other listed organisation to increase |
| Derbyshire Constabulary | Nottinghamshire Police | Civil Nuclear Constabulary | Derbyshire | Northumbria | TARIAN | your ability to meet that criteria Home Office College of Policing National Crime Agency |
| Devon & Cornwall Police | South Wales Police | Ministry of Defence Police | Devon & Cornwall | Nottinghamshire | YHROCU | |
| Dorset Police | South Yorkshire Police | Sovereign Base Area Police | Dorset | South Wales | CTP – North East | |
| Durham Constabulary | Staffordshire Police | The Isle of Man Constabulary | Durham | South Yorkshire | CTP – North West | |
| Dyfed-Powys Police | Suffolk Constabulary | Guernsey Police | Dyfed-Powys | Staffordshire | CTP – Wales | |
| Essex Police | Surrey Police | The State of Jersey Police | Essex | Suffolk | CTP – West Midlands | Forensic Capability Network |
| Gloucestershire Constabulary | Sussex Police | The Royal Military Police | Gloucestershire | Surrey | CTP – South West | |
| Greater Manchester Police | Thames Valley Police | The Royal Gibraltar Police | Greater Manchester | Sussex | CTP – East Midlands | |
| Gwent Police | Warwickshire Police | RAF Police | Gwent | Thames Valley | CTP – Eastern | |
| Hampshire Constabulary | West Mercia Police | The Royal Navy Police | Hampshire | Warwickshire | CTP – South East | |
| Hertfordshire Constabulary | West Midlands Police | Police Scotland | Hertfordshire | West Mercia | | |
| Humberside Police | West Yorkshire Police | PSNI | Humberside | West Midlands | | |
| Kent Police | Wiltshire Police | CTPHQ | Kent | West Yorkshire Combined | | |
| Lancashire Constabulary | | | Lancashire | Authority | | |
| Leicestershire Police | | | Leicestershire | Wiltshire | | |
| Lincolnshire Police | | | | | | |

*** We have tried our best to provide a full list of eligible organisations. However, if your organisation is not listed above but you believe you should be eligible, please contact PoliceSTARFundEnquires@npcc.police.uk for advice



Annex D – Application Process Timeline





Annex E – EOI Assessment Criteria

At EOI stage, your proposal with be evaluated as a whole against the 4 criteria detailed on the left hand side of the table:

| Criteria | Score | | | | |
|--|---|--|---|---|---|
| | 1 Not demonstrated – No positive evidence and/or substantial negative evidence demonstrated | 2 Minimal demonstration – Limited positive evidence and/or mainly negative evidence demonstrated | 3 Moderate demonstration - Some positive evidence but several gaps and/or negative evidence demonstrated. | 4 Good demonstration – Generally positive evidence, no gaps of concern. | 5 Strong demonstration - Substantial positive evidence, with no gaps |
| Quality of proposal Scientific excellence and contribution to existing knowledge; Articulation of the issue or challenge the project seeks to address and its alignment with NPCC S&T strategy. Explanation of how the project will address that challenge and the approach to be taken Clear work plan outline with realistic outcomes and deliverables; Addresses risks to - and management of - the bid over its lifespan; Where relevant, commits to research transparency and integrity, such as engagement with Open Science practices | The purpose of the project is unclear and does not clearly articulate the challenge and innovation aspects of the proposal, There is no alignment with the S&T strategy. The bid does not show how the project meets the assessment criteria | Quality of the proposal is limited, and is lacking clarity on the challenge and innovation aspects of the proposal. there is limited alignment with the S&T strategy. The bid may meet some of the assessment criteria but does not contain the information needed to make a full review. | Quality of the proposal is adequate and contains some detail on the challenge and innovative aspects of the proposal. There is some alignment with the S&T strategy. The level of detail in the bid is adequate however more information may be needed to show all aspects of the criteria have been fully considered. | The proposal is of good quality and contains sufficient detail on the challenge and innovative aspects of the solution. It aligns well with the S&T strategy. The bid is well drafted, acknowledges any gaps, and provides reasonable assurances about how they will be addressed in a Full Bid. | High quality bid with a high level of detail of the challenge an innovation aspects of the solution. Excellent alignment to the S&T strategy. Bid is well constructed and articulates how it meets the assessment criteria |
| Pathways to impact Likely importance and timeliness to wider policing; Confidence of ability to positively affect the police mission and share finding and benefits with wider policing Consideration of dissemination plans to maximise the wider impact of the work (e.g. for other Police Forces) | The project does not have a clear impact to wider policing or lacks the evidence to make an assessment. | impact of project is limited, there may be of some importance to policing but the evidence is not clear or the bid does not contain the information needed to make a full review. | The impact of the proposal on policing is adequately described. Some thought of how the benefits of the project may be shared with wider policing. The level of detail is adequate, but more information may be needed. | The impact on wider policing is well described. Sufficient thought of how the benefits may be shared with wider policing. | The impact on wider policing is strongly described. The bid shows clear consideration of how to maximise the benefits of the project and sharing with wider policing. |



| Criteria | Score | | | | |
|---|--|--|---|--|---|
| | 1 Not demonstrated – No positive evidence and/or substantial negative evidence demonstrated | 2 Minimal demonstration – Limited positive evidence and/or mainly negative evidence demonstrated | 3 Moderate demonstration - Some positive evidence but several gaps and negative evidence demonstrated. | 4 Good demonstration – Generally positive evidence, no gaps of concern. | 5 Strong demonstration - Substantial positive evidence, with no gaps |
| Capability of applicants Evidence of sufficient resourcing and expertise to deliver a successful bid; Innovative collaborations that would not occur otherwise; Where applicable, evidence of how this activity will serve as professional development for some (e.g., early career) team members. | The bid does not provide sufficient evidence that the project team are able to deliver the innovation. | The information provided does not lead to confidence the team would be able to deliver the innovation. The bid may not contain the information needed to make a full review. | The information provided leads to limited confidence the team would be able to deliver the innovation. The level of detail is adequate, but more information may be needed. | The information provided leads to confidence the team would be able to deliver the innovation. | The information provided leads to a strong confidence the team would be able to deliver the innovation. |
| Value for money Reasonable and justified costs for the specified work Synergies with other activities, and costs and impacts which when considered together bring effective additional value to policing. | The project does not provide value for money for wider policing, either when taken on its own, or in the context of the wider policing landscape. | The project does not provide value for money for wider policing either when taken on its own, or in the context of the wider policing innovation landscape. The bid may not contain the information needed to make a full review. | There is adequate evidence the proposal is value for money for wider policing, either taken on its own or in the context of wider policing innovation landscape. | The proposal shows good value for money for wider policing, when taken on its own and in the context of wider policing innovation. | The proposal shows excellent value for money for wider policing, when taken on its own and in the context of wider policing innovation. |



Annex F – Top tips for writing a good EOI

- Read through all of the documentation and guidance provided, including the assessment criteria before writing your bid. Make sure you are providing the information asked for under each section, not just what you believe is important.
- Use the outline EOI Questionnaire in Annex A to help draft your bid before submission. Word limits are hard, therefore take care not to draft over. Word limits are indicative and represent a maximum limit, therefore you may wish to submit a shorter answer, ensuring it still provides the necessary information.
- Although you do not need to provide extensive detail, a good EOI will provide an evidenced and logical justification for the project and should give confidence to assessors that it has been well considered before submission, and a comprehensive full stage bid can be provided should you be invited to submit.
- Bids should be clear and concise. EOI's will be assessed by a range of assessors with different backgrounds, therefore please ensure you EOI can be easily understood by a nonspecialist. You should provide evidence and detail to back up your claims within you bid, especially when outlining how your innovation or research differs from the current landscape and its impact.
- When outlining impact and benefits, try to use quantitative as well as qualitative examples where appropriate and able.
- Your EOI will be assessed as a whole against the 4 criteria outlined in Annex E, there is no individual criteria for each question. Therefore when drafting your bid, please consider how the information you have provided across the questions comes together to accurately reflect your project.