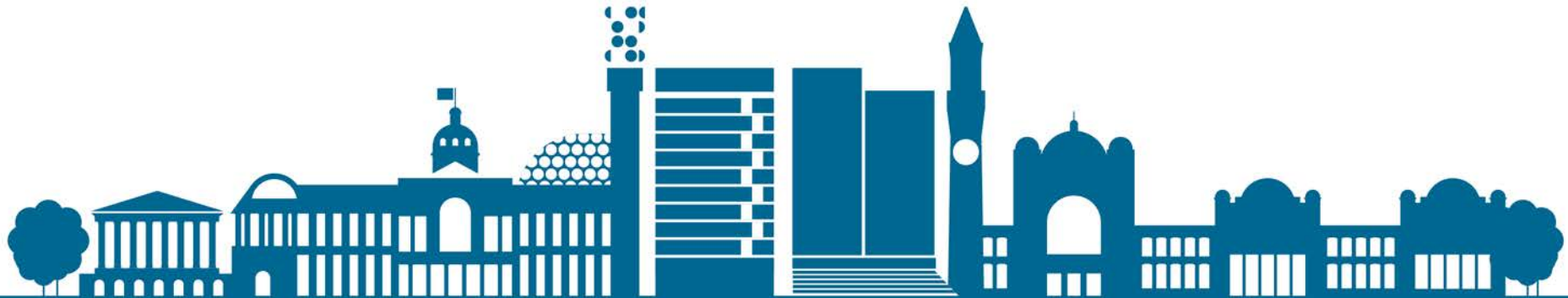


# Introduction to Research Finance



# Overview



- Team Structure
- Pre-Award Team
  - Costings
  - Applications
  - Transition of Awarded Grants
- Post-Award Team
  - On-going Support
  - Dedicated RFO Contact



# Team Structure



College Finance
↓
Lesley-Ann Ford GEES Ops Manager
↓
Gianjeet Hunjan LES Finance Manager
Expense Claims Monthly Reports

Research Finance CoSS CAL LES	
Pre – Award	Post - Award
Tammy Dufty	Jamaliah Dewi (Team Leader)
	Sophia Chiang
	Rushna Hasan
	Vacant



# Pre-Award - Costings



- Tammy Dufty [les.pre-award@contacts.bham.ac.uk](mailto:les.pre-award@contacts.bham.ac.uk)
- Costings
  - We provide the [fEC](#) (full economic costs) vs. 'price'
  - Information – the more the better
    - **Funder** – link to specific call
    - **Start Date** – affects costing and price of staff
    - **FTE** (full time equivalent)
    - **Duration** of posts
    - **Technicians** or **clerical** staff
  - 3 Working Day (minimum)





# Pre-Award - Applications

- Applications
  - Pre-Award Team will review budget & numbers only
  - Please liaise with RSP & Research Facilitator on content
    - RCUK – Equipment >£10k letter of approval from HoS
    - 'Non-standard' Funders – additional requirements
- Online Applications
  - 2 Working Days – Standard funder
  - Funder Portal
- Paper Applications
  - **Minimum** 3 Working Days
  - Electronic Version to RFO → *First* Check & approved → Print for HoS Signature → Hardcopy to RFO for *Final* Check & *Signature*.
  - Allot Extra Time – non-standard funders





# Pre-Award – Awarded Grants

- **Confirmation of Award**
  - Funder Dependent
  - RCUK – Je-S Award Letter
    - Terms & Conditions – specific to the grant – please review as final on acceptance
    - RFO – check numbers
- **Acceptance of Award**
- **SAF** ([Self-Assessment Form](#))
  - Requirement to be completed by all PI for *each* project
  - For more information: [Research Ethics Team](#)
- **Contracts Team**
  - New Contracts [ADM-NewContracts@adf.bham.ac.uk](mailto:ADM-NewContracts@adf.bham.ac.uk)
  - For more information: [Request a Contract](#)



# Post-Award



- **RA1** – Email Confirmation of Award from Pre-Award
  - UoB Project Code Reference
  - Named/Dedicated Post-Award **RFO Contact**
- On-going support throughout life of project
  - **Eligibility** of Costs
  - Changes to **staffing** – provide numbers for different lengths of post/grades and advice for potential wider consequences
  - **Invoicing** funders – milestones or deliverables based
  - **Financial Reporting** – quarterly, annual or end of project
  - Expenses



# Summary



- **Team Structure**
  - College vs Research Finance
- **Pre-Award Team**
  - Costings – fEC, >Information, 3 Working Days
  - Applications – RSP & RF; Online & Paper
  - Transition of Awarded Grants – SAF; Contracts
- **Post-Award Team**
  - On-going Support – costings; staffing; eligibility
  - Dedicated RFO Contact – named in RA1; reporting





# Introduction to Research Finance Questions?

