APPENDIX: University of Dundee: Research Funding Guidance

	University Endorsement	Process
Very Large Grants: Application Costs £3m +	VP Research (VPR) Director of Finance (DF) Dean Associate Dean for Research (ADR) Finance & Policy Committee (F&P)	 Where possible please provide a minimum of 6 months' notice to VPR and DF to allow communication and strategic discussion with the University Executive Group, Finance & Policy Committee and the University Court; Contact either Research Finance Services (RFS; non-commercial research funding) or Research and Innovation Services (RIS; commercial research funding) as soon as possible to discuss costing and submission support requirements; RFS/RIS will advise on terms and conditions of funding and will ensure budget is optimised; Prior to submission, approval required via PRF/ One University from F & P, VPR, DF and School Dean/ADR.
Medium to Large Grants: Application Costs £50k - £3m	Associate Dean for Research (ADR) Head of Discipline/Division (HoD)* Dean VPR for application costs above £1.25m	 Please discuss potential applications at the earliest opportunity with your ADR, Research Admin Lead and/or HoD* as a decision on School support may be possible prior to the process outlined below. Where possible please provide a minimum of 2 months' notice to HoD* and/or ADR to allow for assessment and peer review at School. In order to support the assessment: Contact either Research Finance Services (RFS; non-commercial research funding) or Research and Innovation Services (RIS; commercial research funding) as soon as possible to discuss costing and submission support requirements; RFS/RIS will advise on terms and conditions of funding and will ensure budget is optimised; Research abstract and summary of early stage costs (showing net impact to School) sent to HoD* and ADR; ADR to ensure proper consideration of strategic fit and quality as well as financial impact of application; ADR to confirm School support of application; School process for peer review initiated; At least 10 working days prior to submission deadline, costings request to RFS (non-commercial)/RIS (commercial); Prior to submission, approval required via PRF/ One University from HoD*, ADR and Dean; VPR support/input recommended for applications with significant involvement of more than one School.
Small Grants: Application Costs <£50k	Associate Dean for Research (ADR) Head of Discipline/Division (HoD)* Dean	 The University is unable to support high-cost research activities which rely solely on small charity awards, as this funding model does not allow the means to recover a significant fraction of FEC. Therefore, applications for small grants are supported when: PI is an Early Career Researcher (within 5 years of first independent position); or PI has a well-funded and sustainable research environment, and the application for a smaller award is strategic; or Research will take place in a low-cost research environment and is conducted by a PI with a track record of high quality research. Applications for small charity awards that fall outside of these three criteria will only be approved in exceptional circumstances.

		 Please discuss potential applications at the earliest opportunity with your ADR, Research Admin Lead and/or HoD* as a decision on School support may be possible prior to the process outlined below. Where possible please provide a minimum of 2 months' notice to HoD* and/or ADR to allow for assessment and peer review at School. In order to support the assessment: Contact either Research Finance Services (RFS; non-commercial research funding) or Research and Innovation Services (RIS; commercial research funding) as soon as possible to discuss costing and submission support requirements; RFS/RIS will advise on terms and conditions of funding and will ensure budget is optimised; Research abstract and summary of early stage costs (showing net impact to School) sent to HoD* and ADR; ADR to ensure proper consideration of strategic fit and quality as well as financial impact of application; ADR to confirm School support of application; School process for peer review initiated; At least 10 working days prior to submission deadline, costings request to RFS (non-commercial)/RIS (commercial); Prior to submission, approval required via PRF/ One University from HoD*, ADR and Dean.
Industrial Funding	Head of Discipline/Division (HoD)* Associate Dean for Research (ADR) Dean Director of Finance (DF)	 All discussions with the Industrial Partner re pricing of work should be through RIS Knowledge Exchange team. Academic staff should not get involved in discussions re pricing with Industrial partners, but should refer any questions to the appropriate RIS person. Any estimates that are given that are not appropriate or aligned to new pricing methods will not be adhered to. Any previous "local arrangements" for pricing will no longer apply and all future Industrial projects will be priced in accordance with the new standardised pricing methodology. RIS will liaise with the School Managers to ensure that all appropriate costs are being covered. Should the costs applied for fall below 100% full economic cost, further approval is required via PRF/ One University by School Dean and DF.
Match Funding / In- kind contributions	Dean Director of Finance (DF)	If any element of match funding or in-kind contribution is included in any grant funding application then, prior to submission, approval is required via PRF/One University from School Dean and DF.

^{*}Head of Discipline/Division delegation recommended only in the Schools of Life Sciences and Medicine due to their very large volume of grant applications