

**Proposal: Disbursement of Research Overheads**

**Executive Committee meeting: May 5<sup>th</sup> 2009**

**Rev1: Revised following meeting on April 27<sup>th</sup>**

**Background:**

The Executive Committee approved a Policy for Research Overheads (minutes: 23.03.09). There is a requirement to agree how these funds will be disbursed in accordance with sections 4 and 5 of this Policy.

**Proposal: disbursement of Research Overhead Costs**

75% : to central costs to include contribution to costs of

- Head of Research
- Financial management of research
- Related administration and support staff (i.e. admin, academic & Technical support)
- Consumables and other expenses related to management of research
- Costs related to promotion of research
- Space and servicing of research offices/labs
- Development of staff research capabilities

25%: to support

- Development of School research (at the discretion of the HoS)
- Research equipment
- School-based research initiatives – e.g. attendance at conferences, seed funding for new research

**Policy for the Management of Research Award Overheads – February 2009.**

**(Approved by EC 23.03.09)**

It is the policy of Institute of Technology Sligo that the overheads attached to research funding awards will be managed in accordance with:

- The context and guiding principles set out below
- The specific rules of particular funding agencies relating to specific awards (current examples appended)

**Context and Guiding Principles:**

1. All research funding submissions should include sufficient funding for all items required to run a project successfully. Funding applications should not be made where there are specific equipment or resource requirement gaps which will prevent the effective management and delivery of the project targets.
2. Some funding agencies provide an overhead payment in addition to specific project funding. This overhead is intended to fund the cost to the Institute of delivering the research. This includes, for example, research management infrastructure, physical infrastructure (laboratories and offices), research support staff including financial management, and facilities such as dedicated rooms and heat, light and power.
3. Overhead income is not allocated to specific project costs.
4. Overheads are allocated to the central administrative functions of the Institute to cover the costs as outlined in (2) above. There may be an allocation to a specific School or Department in order to support the development of research in an area.
5. The Institute has an agreed set of priority research areas as follows: Environment, Mechanical/Manufacturing Engineering, Socio-economic, Healthcare. These will act as a guide in the allocation of any overheads to support the development of research.
6. The Institute does not receive base funding from the HEA for research management. Equipment, capital and soft infrastructure gains to date have been achieved through a series of institutional funding submissions and direct investment by the Institute. It is recognised that the foreseeable economic future will make gains from these sources increasingly difficult.