

Research & Enterprise Services

Regulation Name		Research Proposal Authorisation and Research Contract Signatures
Date Regulation Created		6 th September 2011
Version		V2
References		Research Proposal Costing Form (rpc) Research Proposal Process Flow
<p>Objectives:- To ensure that all research proposals are authorised by RES and at the appropriate level. To ensure that all research contracts are signed by authorised signatories in RES.</p>		
<p>Scope:- All research proposals which, if successful, would count for research income in the University's Financial Reports.</p> <p>All research and related contracts whether or not including research income. This encompasses confidentiality agreements, subcontracts, collaboration agreements, etc related to research projects, but not the employment of researchers or teaching matters.</p>		
<p>Responsibility:- RES is solely responsible for the authorisation of all research proposals submitted by the University, and has sole responsibility for signing all research and related contracts.</p>		
Value	Research and KT Proposals	Research and KT Awards/Contracts
Unlimited	<ul style="list-style-type: none"> • Director of RES • Head of Research & Legal Services • Legal Services Manager • Information & Planning Manager 	<ul style="list-style-type: none"> • Director of RES • Head of Research & Legal Services • Legal Services Manager
EU	European Research Manager	European Research Manager
<£350K	Research Funding & Liaison Manager	<ul style="list-style-type: none"> • Intellectual Property & Contracts Officer • Enterprise Legal Advisor
<p>No research proposal will be validly authorised by the University unless an rpc has been completed and authorised by the School and has been approved at the appropriate level within RES.</p> <p>No research contract or other contract related to a research proposal or project will be validly executed on behalf of the University unless it has been signed at the appropriate level within RES.</p> <p>In exceptional circumstances an authorised signatory may authorise another member of RES to sign on his/her behalf.</p>		