Research (Pre-Award) Process

Key Starting Points

1. Get started at least 3/4 months prior to developing your Application, longer if it is a major bid.

2. Explore idea and discuss/consult with colleagues

3. Complete an **Intent to Apply Form** on Agresso (*in place AY 23 – 24*) to get the required authorisation from your School/Dept.

4. Start a dialogue with the University's Research and Innovation Facilitator and Research Support Librarian to access guidance and support, and ensure you are engaging with central university processes.

Get Started

Research Idea/Client requirement

Identify Funder/Funding

Define the project

Identify/recruit Partners/ Stakeholders

Embed opportunities for Impact measures/Knowledge Exchange

Does the project meet the brief?

No → Seek feedback/ Peer Review where relevant.

Yes

Develop the proposal/application

Check Legal and financial regulations

Obtain Ethics

Determine costings

Has everything been addressed?

No

Yes

To happen at least 3 - 4 weeks before deadline. Engage with the Research and Innovation Facilitator for costing no later than 1 week prior to submission.

Final checks of application

Final tweaks and needs e.g. Check costs, Sign off, Letter of support.

Submit application

Await outcome