ABERDEEN 2040

Research & Innovation
Aberdeen Grants Academy

ResearchBite:
Consultancy & Contract Research

February 2021
Research and Innovation

Who are we? Specialist teams that support researchers throughout the life cycle of all research projects

Grants Academy:

- Business Development Officers (BDO)
- Contracts Co-ordinators
- Impact and Knowledge Exchange Team (including PERU)
- Research Finance – Pre and Post Award team
- CPD Team
- Knowledge Transfer Partnership (KTP) Centre
- Policy and Governance team
- Postgraduate Research School
Partnership with Schools to provide support and guidance to researchers at all stages of the research grant life cycle - from the conception of ideas, through development and refinement of an application, to delivery of the project and realising the impact.

Range of activities and events to support research development, share best practice and foster interdisciplinary connections.

grantacademy@abdn.ac.uk
How does the Grants Academy Operate?

Series of interconnected elements

• **Ideas Preparation** – events led by Schools to encourage the development of ideas for future research applications

• **Identification of Funding** – subscribe to RESEARCHconnect – access to the database of funding calls

• **Sandpits/Grant Writing Workshops** – led by experienced grant holders to develop the content of grant applications

• **Library of Successful Applications** – that can be shared with prospective applicants
How does the Grants Academy Operate?

Series of interconnected elements

• **Interview Preparation/Mock Panels** – skills training and mentoring from experienced colleagues who sit on panels or host interviews for funders

• **Rebuttal Preparation** – to assist with review of responses to external reviewers’ comments particularly Research Councils

• **Impact/PERU Support** – to provide training in social media and support the delivery of impact activities including events targeted at the general public

• **Legal/Contractual Support** – to draft and negotiate a wide range of agreements for research and other projects

• **Networking and Training** – to support interdisciplinary working - Conversations on ... series, ResearchBites, Bootcamp, Engaging with Industry etc
Income Streams

Support income generation from sources other than mainstream research funders including:

• Consultancy
• Contract Research
Learning Outcomes

- Be aware of the difference between University and Private Consultancy
- Be familiar with the (University) consultancy procedure
- Have an understanding of the differences between consultancy and contract research
- Know who to contact for advice and guidance
What is Consultancy?

• A service where expertise is provided for a fee to assist or advise in relation to problem solving
• Generally of a short duration and can be provided to clients from public, private, charitable or voluntary sectors
• It involves the application of existing knowledge/techniques/know-how
• It does not usually result in academic outputs
What is UNIVERSITY Consultancy?

The work is within the scope of your University contract of employment

The work will benefit you, the School and University

Head of School confirms that the work will not be detrimental to your normal duties

Follow the consultancy procedure

• Send scope of work to Business Development Officer
• Day rate provided by Research and Innovation (R&I)
• Complete Permission Form – signed by Head of School
• Return Form to R&I for review and sign off by Director
• Formal quotation and terms and conditions issued to client
• Once contract in place the work can begin
• Invoices issued by R&I to client
What is PRIVATE Consultancy?

- You are NOT acting on behalf of the University
- The consultancy is not within your area of employment and is carried out in your own time
- There is no use of University facilities or resources
- There is no competition with any existing service provided by the University
- There is no conflict with University policy
- The University is not responsible for the work and the client is informed of this
- You are responsible for all legal and financial matters including taxation
- There is no cover provided by the University’s insurance policies

YOU NEED PERMISSION TO UNDERTAKE PRIVATE CONSULTANCY
Why undertake University Consultancy?

- Opportunity to develop non-academic contacts that can lead to impactful relationships
- Utilising the range of laboratory facilities and equipment available at the University
- Make links with stakeholders that can be involved in future research projects
- Short term and low risk
- Company might offer student placements/sponsorship in future
- Provide another income stream for you and your School
- Financial and contractual issues dealt with by R&I
How much is the client charged?

- Consultancy Fee – day or hourly rate for academic(s) involved
- Other Costs
  - Staff eg Research Assistant, Students, Technical
  - Equipment – including tax, delivery, installation and any alterations needed
  - Consumables
  - Travel and Subsistence
  - Software
- Tax – VAT, withholding tax
How much is the client charged?

Consultancy Fee – 70% is:

- Distributed into a School nominated account, or
- Taken as personal reward, or
- Divided between the two options

*The personal reward payment is made via payroll and is subject to income tax deductions*
What is Contract Research?

- Externally-funded academic or scientific research
- Use of university resources eg labs, workshops, equipment, technical and admin support staff, 1+ researchers
- New scientific/academic knowledge will be developed
- New concepts, processes, inventions will be created
- Results will usually be published (after minimal delays – imposed to protect the arising IP)
- Application and Award processes as per mainstream funders
- Contractual negotiations need to be factored into the timeframe
# General Guidelines

<table>
<thead>
<tr>
<th>Consultancy</th>
<th>Contract Research</th>
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<tbody>
<tr>
<td>Specific problem solving for client organisation</td>
<td>Speculative research of mutual interest</td>
</tr>
<tr>
<td>Substantial individual work, some facilities use</td>
<td>Substantial use of facilities</td>
</tr>
<tr>
<td>Results confidential</td>
<td>Results published (but might be delayed)</td>
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<tr>
<td>Client organisation normally owns IP</td>
<td>University normally owns or use IP (but might have restrictions)</td>
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<tr>
<td>Quotations for clients</td>
<td>Full Economic Costs/Commercial Rates</td>
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<tr>
<td>Short timescales (1-18 months)</td>
<td>Postdocs (1+ years) and Studentships (3 years)</td>
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More Information

Please take time to review our StaffNet pages
https://www.abdn.ac.uk/staffnet/research/index.php

We would be happy to answer your queries
Email: grantsacademy@abdn.ac.uk

Follow us on Twitter - @UoAResInnov
Any Questions