FBMH Research, PGR & Business Services - Senior Management Team

**Head of Faculty Research, PGR and Business Services**
Darien Rozentals 0161 306 0551

**SBS Research Services Operations Manager (EU Lead)**
Charlotte Jackson charlotte.jackson@manchester.ac.uk
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**SMS Research Services Operations Manager (HInM & CTU Lead)**
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**SHS Research Services Operations Manager (Training & Development Lead)**
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**Business Engagement**
Saq Rasul (Interim Team Lead) Saqab.Rasul@manchester.ac.uk : 07920471453

**Doctoral Academy - PGR Services Manager**
Jessica Bowler Jessica.Bowler@manchester.ac.uk
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**Research Governance Practice Manager**
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**Research Policy & REF Manager**
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Faculty of Biology, Medicine and Health (FBMH)
www.bmh.manchester.ac.uk
Academic Management Team

Associate Dean for Postgraduate Research
Jeff Penny
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PGR Directors
Biological Sciences - Alan Whitmarsh
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Medical Sciences - Nick Silikas
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Health Sciences – Jane Brooks
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Lead for PGR Student Experience
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Director for PGR International Students
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Professional Services

PGR Recruitment and Admissions Manager
Tasleem Hanif
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Admissions Administrators
Biological Sciences - Lisa Ogden
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Health Sciences – Lisa McNeill
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PGR Finance & Data Mgmt Officer
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PGR Finance & Data Mgmt Officer
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Student Support Administrators
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Medical Sciences - Joy Stewart
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Health Sciences – Catherine Delamar
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Faculty of Biology, Medicine and Health (FBMH)
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Providing information and guidance to University staff and students undertaking research involving the NHS.

Areas of support include:

- NHS ethics and HRA Approval processes
- Sponsor review and authorisation of new studies and amendments to ongoing studies
- Research Governance/ Sponsor confirmation for funding applications
- Annual progress and end of study reporting
- Study conduct
- Sponsor contact for NHS Trusts and external agencies
Research Policy and REF

Research Policy and REF Manager
Rupa Lunan
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Administrative Support Officer
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Research Support Officer
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Knowledge Exchange & Impact Officer
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School of Health Sciences

Knowledge Exchange & Impact Officer
Lauren Tempelman
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School of Medical Sciences

Knowledge Exchange & Impact Officer
Deborah Bentley
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0161 275 5465
School of Biological Sciences

Support for the REF, Research Review Exercise & Impact
Support will be provided by the Research Policy and REF Manager and the Knowledge Exchange & Impact Officers. For REF & RRE matters, the Research Policy and REF Manager will work closely with the Research Support Managers within Schools and Divisions during these assessment exercises. Support for Knowledge Exchange & Impact will be provided across all 3 Schools.

Policy development
The Research Policy and REF Manager will develop policies with the Vice Dean for Research & Innovation and the Head of Faculty Research, PGR & Business Services to support the Faculty’s research strategy and will ensure prompt implementation and monitoring.

Management Information
Requests for management information on applications and awards for the Faculty will be provided by the Research Policy and REF Manager and support staff within this team.
**BE Contacts**

**General Enquiries**
Saqab Rasul
Saqab.Rasul@manchester.ac.uk
0161 306 3986

**Divisional Leads**
Dan Morley
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Simone Wilkes
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Kate Williamson
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**BE Administration**
Sue Cooper
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0161 306 0114

**School of Biological Sciences (SBS)**
- *Cell Matrix Biology & Regenerative Medicine* – Kate Meade
- *Evolution & Genomic Sciences* – Kate Williamson
- *Infection, Immunity & Respiratory Medicine* – Kate Meade
- *Molecular and Cellular Function* – Simone Wilkes
- *Musculoskeletal & Dermatological Sciences* – Kate Williamson
- *Neuroscience & Experimental Psychology* – Kate Williamson

**School of Medical Sciences (SMS)**
- *Cardiovascular Sciences* - Kate Meade
- *Dentistry* – Kate Williamson
- *Developmental Biology & Medicine* – Kate Williamson
- *Diabetes, Endocrinology & Gastroenterology* - Kate Meade
- *Cancer Sciences* – Saqab Rasul / Simone Wilkes

**School of Health Sciences (SHS)**
- *Human Communication, Development & Hearing* – Dan Morley
- *Informatics, Imaging & Data Sciences* – Dan Morley
- *Population Health, Health Services Research & Primary Care* – Dan Morley
- *Nursing, Midwifery & Social Work* – Simone Wilkes
- *Pharmacy & Optometry* – Simone Wilkes
- *Psychology & Mental Health* - Naomi Chandler

**Strategic Framework Agreements**
Catherine Headley
Catherine.Headley@manchester.ac.uk
0161 306 0637

- *BBSRC Impact Acceleration Account* - Kate Meade
- *MRC Proximity 2 Discovery* – Simone Wilkes

**Knowledge Exchange Schemes**
- *CTU and clinical trial agreements* – Saqab Rasul / Dan Morley
Wellcome Trust Translational Research Facilitators
Dr Laura Ajram laura.ajram@healthinnovationmanchester.com 0161 306 8356 Mobile 07768 805 281
Dr Andrea Short andrea.short@healthinnovationmanchester.com 0161 306 5592 Mobile 07880 480 415

Senior Management Team: Manages the Strategic Funding Team and ensures the effective delivery of strategic research services across the Faculty.

Strategic Funding Managers (SFMs): Provide direct support for the FBMH Research Domains and their affiliates. Tailored support for large, strategic funding bids. This may include: supporting the development and project management of large, complex research initiatives, including grant applications and awards; guidance and assistance in preparing scientific and strategic aspects of research grant applications; access to technology and methodology platforms; detailed strategic portfolio analyses and targeting of research ideas to the most appropriate source of funding; developing collaborative research interactions, cross-faculty initiatives and interactions with external partners/funding agencies.

Faculty Fellowship Academy: Our goal is to help bright researchers gain externally-funded fellowships. A personal award from MRC, Wellcome Trust, NIHR or equivalent is the best possible launch pad for a future independent research career. Support includes: 121 clinic sessions with senior academics with funding panel experience, putting you in touch with those who have 'been there, done that', peer review assistance, provision of interview skills sessions and mock interviews should you be shortlisted for interview, information/networking events, coordination of Dean’s Prize awards. Whether you currently hold a fellowship and want help with the next step, or are looking to apply for your first, early career fellowship, we can help.

College of Experts: Aims to enhance the quality of research grant applications to major funders by promoting a stronger culture of peer support and peer learning among our research staff. The College members sit on external funding panels, have an established research track record and can be called upon to: provide high quality peer review for high value (~£1m+) prestigious and strategic applications (including cross-faculty initiatives); sit on mock interview panels for shortlisted applications; input into the horizon scanning of major funding initiatives.

Administrative Support: Support for the formation and ongoing management of research networks by coordinating meetings, workshops and large events that help collaborations grow and prosper. Assistance with the planning, coordination and management of projects and initiatives. RBS PA provides support to the Vice Dean for Research & Innovation and Head of Research and Business Engagement.

Faculty of Biology, Medicine and Health (FBMH)
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Support for New Applications: If you wish to submit a new application or receive advice for preparing an application please contact your named RSM.

Support for Current Projects: Queries about existing projects can be sent to shsresearchfinance@manchester.ac.uk or your named contact. A named RSO and SRFO will be assigned to each existing project.

General Research Support Queries: Should be directed to shsresearchsupport@manchester.ac.uk.

General Research Finance Queries: Should be directed to shsresearchfinance@manchester.ac.uk.

Research Support Managers (RSMs): Provide research development and operational support to Divisions, including an overview of costings and the submission of applications.

Research Support Officers (RSOs): Provide core research support to the application and submission process and non-financial support over the lifecycle of projects, such as coordinating recruitment and contracts.

Management Accountant (Research): Manage the research finance service delivery teams within the Schools and work closely with RSS Delivery team colleagues and other academic and professional support services colleagues to support the development of research activity.

Senior Research Finance Officers (SRFOs): Provide financial support during the lifecycle of awarded projects as named contacts, liaising with funders, submission of financial information to PIs and funders. Also responsible for sign-offs as appropriate (eg. claims and PCMs).

Research Finance Officers (RFOs): Provide financial support during the lifecycle of awarded projects as named contacts, liaising with funders, submission of financial information to PIs and funders.

Research Finance Assistants (RFAs): Support the research finance teams during the lifecycle of awarded projects.
Support for New Applications: If you wish to submit a new application or receive advice for preparing an application please contact your named RSM or email sbsresearchsupport@manchester.ac.uk. Your query will be received by your lead RSM Amanda Jolly and assigned to a named contact. If awarded, your named contact will continue to provide support in terms of liaising with funders, costings, recruitment and contracts.

Support for Current Projects: Queries about existing projects can be sent to sbsresearchfinance@manchester.ac.uk or your named contact. A named RSO and SRFO will be assigned to each existing project.

General Research Service Queries: Should be directed to sbsresearchsupport@manchester.ac.uk.

General Research Finance Queries: Should be directed to sbsresearchfinance@manchester.ac.uk.

Research Service Managers (RSMs): Provide research development and operational support to Divisions, including an overview of costings and the submission of applications.

Research Service Officers (RSOs): Provide core research services to the application and submission process and non-financial support over the lifecycle of projects, such as coordinating recruitment and contracts.

Research Finance Service Delivery Managers (RFSDMs): Manage the research finance service delivery teams within the Schools and work closely with RSS Delivery team colleagues and other academic and professional support services colleagues to support the development of research activity.

Senior Research Finance Officers (SRFOs): Provide financial support during the lifecycle of awarded projects as named contacts, liaising with funders, submission of financial information to PIs and funders. Also responsible for sign-offs as appropriate (eg. claims and PCMs).

Research Finance Officers (RFOs): Provide financial support during the lifecycle of awarded projects as named contacts, liaising with funders, submission of financial information to PIs and funders.

Research Finance Assistants (RFAs): Support the research finance teams during the lifecycle of awarded projects.
Support for New Applications: If you wish to submit a new application or receive advice for preparing an application please contact your named RSO or email smsresearchsupport@manchester.ac.uk. This will then be costed in line with FBMH policy.

Support for Current Projects: After a project is awarded your RSM/RSO will continue to provide support in respect of liaising with funders, costing, recruitment and contracts. Any other queries will be dealt with by Research Finances and should be sent to smsresearchfinance@manchester.ac.uk or to the SRFO and RFO with responsibility for the project.

General Research Service Queries: Should be directed to smsresearchsupport@manchester.ac.uk.

General Research Finance Queries: Should be directed to smsresearchfinance@manchester.ac.uk.

Research Service Managers (RSM): Provide research development and operational services to Divisions, including an overview of costings and the submission of applications.

Research Service Officers (RSO): Provide core research support to the application and submission process and non-financial support over the lifecycle of projects, such as coordinating recruitment and contracts.

Management Accountant - Research (MAR): Manage the research finance team within the School and monitor, analyse and report on financial aspects of the School’s research activities.

Senior Research Finance Officers (SRFO): Provide financial support and information during the lifecycle of awarded projects, liaising with PIs, funders and other professional services. Responsible for sign-offs as appropriate (eg. claims and PCMs).

Research Finance Officers (RFO): Provide financial support during the lifecycle of awarded projects, liaising with PIs, funders and other professional services.

Research Finance Assistants (RFA): Support the research finance teams during the lifecycle of awarded projects.