

# 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 (EULead)**

Charlotte Jackson [charlotte.jackson@manchester.ac.uk](mailto:charlotte.jackson@manchester.ac.uk)

0161 306 5422

## **SMS Research Services Operations Manager (HInM & CTU Lead)**

Sarah Fitzgerald [sarah.fitzgerald@manchester.ac.uk](mailto:sarah.fitzgerald@manchester.ac.uk)

0161 275 1262

## **SHS Research Services Operations Manager (Training & Development Lead)**

Julie Saunders [julie.saunders@manchester.ac.uk](mailto:julie.saunders@manchester.ac.uk)

0161 275 2436

## **Business Engagement**

Saq Rasul (Interim Team Lead) [Saqab.Rasul@manchester.ac.uk](mailto:Saqab.Rasul@manchester.ac.uk) : 07920471453

## **Doctoral Academy - PGR Services Manager**

Jessica Bowler [Jessica.Bowler@manchester.ac.uk](mailto:Jessica.Bowler@manchester.ac.uk)

0161 275 5024

## **Research Governance Practice Manager**

Lynne MacRae [lynne.macrae@manchester.ac.uk](mailto:lynne.macrae@manchester.ac.uk)

0161 275 5436

## **Research Policy & REF Manager**

Rupa Lunan [rupa.lunan@manchester.ac.uk](mailto:rupa.lunan@manchester.ac.uk)

0161 275 5267

# Doctoral Academy

Simon Building

[doctoralacademy@manchester.ac.uk](mailto:doctoralacademy@manchester.ac.uk)

<https://www.bmh.manchester.ac.uk/doctoral-academy/>



## Academic Management Team

### Associate Dean for Postgraduate Research

Jeff Penny

[Jeff.Penny@manchester.ac.uk](mailto:Jeff.Penny@manchester.ac.uk)

0161 275 8344

### PGR Directors

*Biological Sciences* - Alan Whitmarsh

[Alan.J.Whitmarsh@manchester.ac.uk](mailto:Alan.J.Whitmarsh@manchester.ac.uk)

0161 275 7825

*Medical Sciences* - Nick Silikas

[Nikolaos.Silikas@manchester.ac.uk](mailto:Nikolaos.Silikas@manchester.ac.uk)

0161 275 6747

*Health Sciences* - Jane Brooks

[Jane.brooks@manchester.ac.uk](mailto:Jane.brooks@manchester.ac.uk)

0161 306 7636

### Lead for PGR Student Experience

Sarah Peters

[Sarah.Peters@manchester.ac.uk](mailto:Sarah.Peters@manchester.ac.uk)

0161 275 2558

### Director for PGR International Students

Forbes Manson

[Forbes.Manson@manchester.ac.uk](mailto:Forbes.Manson@manchester.ac.uk)

0161 275 1783

## Professional Services

### PGR Services Manager

Jessica Bowler

[Jessica.Bowler@manchester.ac.uk](mailto:Jessica.Bowler@manchester.ac.uk)

0161 275 5024

### Operations Manager

Alison Cox

[Alison.Cox@manchester.ac.uk](mailto:Alison.Cox@manchester.ac.uk)

0161 275 1436

### Student Experience Administrator

Abbie Roberts

[abbie.roberts@manchester.ac.uk](mailto:abbie.roberts@manchester.ac.uk)

0161 275 1355

### PGR Administrator

Becca Horne

[rebecca.horne@manchester.ac.uk](mailto:rebecca.horne@manchester.ac.uk)

0161 275 5230

### DTP and WT Programmes Officer

0161 275 6770

## Professional Services (Cont.)

### PGR Recruitment and Admissions Manager

Tasleem Hanif

[Tasleem.Hanif@manchester.ac.uk](mailto:Tasleem.Hanif@manchester.ac.uk)

0161 275 5537

### Admissions Administrators

*Biological Sciences* - Lisa Ogden

[lisa.ogden@manchester.ac.uk](mailto:lisa.ogden@manchester.ac.uk)

0161 275 6931

*Medical Sciences* - Kelly Kinsella

[Kelly.Kinsella@manchester.ac.uk](mailto:Kelly.Kinsella@manchester.ac.uk)

0161 275 5480

*Health Sciences* - Lisa McNeill

[Lisa.Mcneill@manchester.ac.uk](mailto:Lisa.Mcneill@manchester.ac.uk)

0161 275 5102

### PGR Admissions Assistant

Iqra Habib

[iqra.habib@manchester.ac.uk](mailto:iqra.habib@manchester.ac.uk)

0161 275 1715

### PGR Recruitment Administrator

Caoimhe McDermott

[Caoimhe.mcdermott@manchester.ac.uk](mailto:Caoimhe.mcdermott@manchester.ac.uk)

### PGR Finance & Data Mgmt Officer

Stuart Renshaw

[Stuart.Renshaw@manchester.ac.uk](mailto:Stuart.Renshaw@manchester.ac.uk)

0161 275 0957

### PGR Finance & Data Mgmt Officer

Izzy Cooper

[Izzy.cooper@manchester.ac.uk](mailto:Izzy.cooper@manchester.ac.uk)

0161 275 3883

### PGR Finance & Data Mgmt Assistant

Stephanie Gilson

[Stephanie.Gilson@manchester.ac.uk](mailto:Stephanie.Gilson@manchester.ac.uk)

0161 306 5584

### Student Support Administrators

*Biological Sciences* - Christine Burns

[Christine.Burns@manchester.ac.uk](mailto:Christine.Burns@manchester.ac.uk)

0161 275 5210

*Medical Sciences* - Joy Stewart

[Joy.Stewart@manchester.ac.uk](mailto:Joy.Stewart@manchester.ac.uk)

0161 275 1702

*Health Sciences* - Catherine Delamar

Catherine Delamar

[Catherine.Delamar@manchester.ac.uk](mailto:Catherine.Delamar@manchester.ac.uk)

0161 275 1510

## Professional Services (Cont.)

### Professional Doctorates

Professional Doctorates Officer

0161 306 0401

ClinPsyD Programme Administrator

Megan Brown

[megan.brown@manchester.ac.uk](mailto:megan.brown@manchester.ac.uk)

0161 306 0402

ClinPsyD Programme Administrator

Tracey Hepburn

[Tracey.Hepburn@manchester.ac.uk](mailto:Tracey.Hepburn@manchester.ac.uk)

0161 306 0400

HSST & CD Programmes Officer

Maria McGloin

[Maria.mcglain@manches](mailto:Maria.mcglain@manches)

[ter.ac.uk](mailto:ter.ac.uk)

0161 275 6183

HSST Programme Administrator

Libby Osborn

[Libby.osborn@manchester.ac.uk](mailto:Libby.osborn@manchester.ac.uk)

0161 275 5307

Professional Doctorates Admin

Sarah Brammer

[Sarah.brammer@manchester.ac.uk](mailto:Sarah.brammer@manchester.ac.uk)

0161 306 8183

### Thesis Administrators

*Biological Sciences* - Louise Hyde

[Louise.Hyde@manchester.ac.uk](mailto:Louise.Hyde@manchester.ac.uk)

0161 275 1523

*Medical Sciences* - Beth Taylor

[Beth.Taylor@manchester.ac.uk](mailto:Beth.Taylor@manchester.ac.uk)

0161 275 1430

*Health Sciences* - Kate McWilliams

[Kate.McWilliams@manchester.ac.uk](mailto:Kate.McWilliams@manchester.ac.uk)

0161 275 1469

### General email contacts

[@manchester.ac.uk](mailto:@manchester.ac.uk)

### Admissions

[admissions.doctoralacademy@](mailto:admissions.doctoralacademy@)

### Finance

[finance.doctoralacademy@](mailto:finance.doctoralacademy@)

### Student support

[doctoralacademy@](mailto:doctoralacademy@)

### Thesis/examinations

[thesis-support.doctoralacademy@](mailto:thesis-support.doctoralacademy@)

# Faculty Research Governance Team

Carys Bannister Building, Rooms 5.011/5.012



## Research Governance Team

*Research Practice Governance Manager*  
Lynne Macrae  
[Lynne.Macrae@manchester.ac.uk](mailto:Lynne.Macrae@manchester.ac.uk)  
0161 275 5436

*Research Governance Officer*  
Stacey Body  
[Stacey.Body@manchester.ac.uk](mailto:Stacey.Body@manchester.ac.uk)  
0161 275 5318

*Research Governance Support Officer*  
Rebecca Evans  
[Rebecca.Evans@manchester.ac.uk](mailto:Rebecca.Evans@manchester.ac.uk)  
0161 306 0677

*Research Governance Support Officer*  
Vivian Attipoe  
[Vivian.Attipoe@manchester.ac.uk](mailto:Vivian.Attipoe@manchester.ac.uk)  
0161 275 5106

**Shared email (recommended)** – [FBMHethics@manchester.ac.uk](mailto:FBMHethics@manchester.ac.uk)

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

# Faculty Research Policy and REF Team

Simon Building, Room1.21



## Research Policy and REF

Research Policy and REF Manager  
Rupa Lunan  
[Rupa.Lunan@manchester.ac.uk](mailto:Rupa.Lunan@manchester.ac.uk)  
0161 275 5267

Administrative Support Officer  
Jane Kear  
[Jane.Kear@manchester.ac.uk](mailto:Jane.Kear@manchester.ac.uk)  
0161 275 1261

Research Support Officer  
Shannon Llewellyn  
[Shannon.Llewellyn@manchester.ac.uk](mailto:Shannon.Llewellyn@manchester.ac.uk)  
0161 275 1353

Knowledge Exchange & Impact Officer  
Denise Davidson  
[Denise.Davidson@manchester.ac.uk](mailto:Denise.Davidson@manchester.ac.uk)  
0161 306 0528  
School of Health Sciences

Knowledge Exchange & Impact Officer  
Lauren Tempelman  
[Lauren.Tempelman@manchester.ac.uk](mailto:Lauren.Tempelman@manchester.ac.uk)  
0161 275 7657  
School of Medical Sciences

Knowledge Exchange & Impact Officer  
Deborah Bentley  
[Deborah.Bentley@manchester.ac.uk](mailto:Deborah.Bentley@manchester.ac.uk)  
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.

# Business Engagement Team

Simon Building, Room 1.83



## BE Contacts

### General Enquiries

Saqab Rasul  
[Saqab.Rasul@manchester.ac.uk](mailto:Saqab.Rasul@manchester.ac.uk)  
0161 306 3986

### Divisional Leads

Dan Morley  
[Daniel.morley@manchester.ac.uk](mailto:Daniel.morley@manchester.ac.uk)  
0161 306 0554

Kate Meade  
[Kate.A.Meade@manchester.ac.uk](mailto:Kate.A.Meade@manchester.ac.uk)  
0161 275 8062

Simone Wilkes  
[Simone.wilkes@manchester.ac.uk](mailto:Simone.wilkes@manchester.ac.uk)  
0161 306 6769

Kate Williamson  
[Kate.Williamson@manchester.ac.uk](mailto:Kate.Williamson@manchester.ac.uk)  
0161 275 1219

### BE Administration

Sue Cooper  
[Susan.Cooper@manchester.ac.uk](mailto:Susan.Cooper@manchester.ac.uk)  
0161 306 0114

### Strategic Framework Agreements

Catherine Headley  
[Catherine.Headley@manchester.ac.uk](mailto:Catherine.Headley@manchester.ac.uk)  
0161 306 0637

### 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

### Knowledge Exchange Schemes

*BBSRC Impact Acceleration Account* - Kate Meade

*MRC Proximity 2 Discovery* – Simone Wilkes

**CTU and clinical trial agreements** – Saqab Rasul / Dan Morley

# Strategic Funding Team

Fifth Floor, Carys Bannister Building, Dover Street [SFT@Manchester.ac.uk](mailto:SFT@Manchester.ac.uk)

 [@RD\\_UoM](https://twitter.com/RD_UoM)



## Interim Lead – Strategic Funding Team & Project Co-ordination

*Senior Project Officer to Vice Dean for Research & Innovation  
Fellowship Academy Manager,  
Manager of the College of Experts*  
Katy Boyle  
[Katy.Boyle@manchester.ac.uk](mailto:Katy.Boyle@manchester.ac.uk)  
0161 275 1360

## International Relationships

*International Relationships Manager*  
Helen Li  
[Helen.Li@manchester.ac.uk](mailto:Helen.Li@manchester.ac.uk)  
0161 306 5734

*International Relationships Intern*  
Amy McMaster  
[Amy.McMaster@manchester.ac.uk](mailto:Amy.McMaster@manchester.ac.uk)

## Strategic Funding Managers (SFM)

Bruce Humphrey  
[Bruce.Humphrey@manchester.ac.uk](mailto:Bruce.Humphrey@manchester.ac.uk)  
0161 306 0552

Daniel Jameson  
[Daniel.Jameson@manchester.ac.uk](mailto:Daniel.Jameson@manchester.ac.uk)  
0161 306 0553

Ania Jolly  
[Ania.Jolly@manchester.ac.uk](mailto:Ania.Jolly@manchester.ac.uk)  
0161 306 1125

Anu Suokas  
[Anu.Suokas@manchester.ac.uk](mailto:Anu.Suokas@manchester.ac.uk)  
0161 306 0562

## Administration Support

*Senior Administrator, Strategic Funding*  
Annette Barber  
[Annette.Barber@Manchester.ac.uk](mailto:Annette.Barber@Manchester.ac.uk)  
0161 306 3151

*Administrative Assistant, Strategic Funding*  
Jane Mann  
[Jane.Mann@Manchester.ac.uk](mailto:Jane.Mann@Manchester.ac.uk)  
0161 306 3151

*PA to VDR&I and HoRBE*  
Lorna Tittle  
[Lorna.Tittle@manchester.ac.uk](mailto:Lorna.Tittle@manchester.ac.uk)  
0161 306 0529

## Wellcome Trust Translational Research Facilitators

*Dr Laura Ajram* [laura.ajram@healthinnovationmanchester.com](mailto:laura.ajram@healthinnovationmanchester.com) 0161 306 8356 **Mobile** 07768 805 281  
*Dr Andrea Short* [andrea.short@healthinnovationmanchester.com](mailto: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 (SFM):** 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)

[www.bmh.manchester.ac.uk](http://www.bmh.manchester.ac.uk)

# Research Support Services

## School of Health Sciences (SHS)

Simon Building Building, Room 1.21

[shsresearchsupport@manchester.ac.uk](mailto:shsresearchsupport@manchester.ac.uk)

[shsresearchfinance@manchester.ac.uk](mailto:shsresearchfinance@manchester.ac.uk)

Julie Saunders  
Research Support Services Operations Manager  
[Julie.Saunders@manchester.ac.uk](mailto:Julie.Saunders@manchester.ac.uk)/0161 275 2436

Carolyn Smith  
Head of Faculty Research Finance  
[Carolyn.Smith@manchester.ac.uk](mailto:Carolyn.Smith@manchester.ac.uk)/0161 275 1456

Alison Bate  
Head of Faculty Research Finance - Service Delivery  
[Alison.Bate@manchester.ac.uk](mailto:Alison.Bate@manchester.ac.uk)/0161 275 5464

### Research Support Managers (RSMs)

Vicky Parry

[Vicky.Parry@manchester.ac.uk](mailto:Vicky.Parry@manchester.ac.uk)

0161 306 8397

Lawrence Davies

[Lawrence.Davies@manchester.ac.uk](mailto:Lawrence.Davies@manchester.ac.uk)

0161 276 8384

Karen Murphy

[Karen.Murphy@manchester.ac.uk](mailto:Karen.Murphy@manchester.ac.uk)

0161 306 7614

Rhona Stephen

[Rhona.Stephen@manchester.ac.uk](mailto:Rhona.Stephen@manchester.ac.uk)

0161 275 7975

### Research Support Officers (RSOs)

Kerrie Webb

[Kerrie.Webb@manchester.ac.uk](mailto:Kerrie.Webb@manchester.ac.uk)

0161 275 1313

Alexandra Sinton

[Alexandra.Sinton@manchester.ac.uk](mailto:Alexandra.Sinton@manchester.ac.uk)

0161 275 1319

### Management Accountant(Research) Research Finance Officers (RFOs)

Jamie Flood

[Jamie.Flood@manchester.ac.uk](mailto:Jamie.Flood@manchester.ac.uk)

0161 306 4239

### Senior Research Finance Officers (SRFOs)

Rachel Wood

[Rachel.wood@manchester.ac.uk](mailto:Rachel.wood@manchester.ac.uk)

0161 275 7235

Luz Karina Rojas Segovia

[Karina.Rojas@manchester.ac.uk](mailto:Karina.Rojas@manchester.ac.uk)

0161 275 1351

Chantel Murtagh

[Chantel.Murtagh@manchester.ac.uk](mailto:Chantel.Murtagh@manchester.ac.uk)

0161 275 3450

Luke Flower-Melling

[Luke.Melling@manchester.ac.uk](mailto:Luke.Melling@manchester.ac.uk)

0161 275 1351

Mahida Choudhury

[Mahida.Choudhury@manchester.ac.uk](mailto:Mahida.Choudhury@manchester.ac.uk)

0161 275 1331

Francisco Moreira

[Francisco.Moreira@manchester.ac.uk](mailto:Francisco.Moreira@manchester.ac.uk)

0161 275 2341

### Research Finance Assistant (RFA)

**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](mailto: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](mailto:shsresearchsupport@manchester.ac.uk).

**General Research Finance Queries:** Should be directed to [shsresearchfinance@manchester.ac.uk](mailto: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.

# Research Services

## School of Biological Sciences (SBS)

Simon Building, Room 1.83

[sbsresearchsupport@manchester.ac.uk](mailto:sbsresearchsupport@manchester.ac.uk)  
[sbsresearchfinance@manchester.ac.uk](mailto:sbsresearchfinance@manchester.ac.uk)

Charlotte Jackson  
Research Services Operations Manager (EU Lead)  
[Charlotte.Jackson@manchester.ac.uk](mailto:Charlotte.Jackson@manchester.ac.uk)/0161 306 5422

Carolyn Smith  
Head of Faculty Research Finance  
[Carolyn.Smith@manchester.ac.uk](mailto:Carolyn.Smith@manchester.ac.uk)/0161 2751456

Alison Bate  
Head of Faculty Research Finance - Service Delivery  
[Alison.Bate@manchester.ac.uk](mailto:Alison.Bate@manchester.ac.uk)/0161 275 5464

### Research Service Managers (RSMs)

Frances Conboy  
[Frances.Conboy@manchester.ac.uk](mailto:Frances.Conboy@manchester.ac.uk)  
0161 275 1181

Tina Anobile  
[Tina.Anobile@manchester.ac.uk](mailto:Tina.Anobile@manchester.ac.uk)  
0161 306 7982

Joanna Jozefiak  
[Joanna.Jozefiak@manchester.ac.uk](mailto:Joanna.Jozefiak@manchester.ac.uk)  
0161 275 5073

Kate Lagan  
[Kate.Lagan@manchester.ac.uk](mailto:Kate.Lagan@manchester.ac.uk)  
0161 275 5073

### Research Service Officers (RSOs)

Emma Hatton  
[Emma.Hatton@manchester.ac.uk](mailto:Emma.Hatton@manchester.ac.uk)  
0161 275 1836

James Prior  
[j.prior@manchester.ac.uk](mailto:j.prior@manchester.ac.uk)  
0161 306 0459

Ameur Bayer  
[Ameur.bayer@Manchester.ac.uk](mailto:Ameur.bayer@Manchester.ac.uk)  
0161 306 2903

### Management Accountant- Research

Charlotte Green  
[Charlotte.green@manchester.ac.uk](mailto:Charlotte.green@manchester.ac.uk)  
0161 275 1330

### Senior Research Finance Officers (SRFOs)

Faida Austin  
[Faida.Austin@manchester.ac.uk](mailto:Faida.Austin@manchester.ac.uk)  
0161 306 8823

Anne Pennington  
[Anne.Pennington@manchester.ac.uk](mailto:Anne.Pennington@manchester.ac.uk)  
0161 275 1256

Stacey Torr  
[Stacey.Torr@manchester.ac.uk](mailto:Stacey.Torr@manchester.ac.uk)  
0161 306 0531

Yusuf Iqbal  
[Yusuf.iqbal@manchester.ac.uk](mailto:Yusuf.iqbal@manchester.ac.uk)  
0161 275 1255

Steve Birch  
[stephen.birch-3@manchester.ac.uk](mailto:stephen.birch-3@manchester.ac.uk)  
0161 275 1455

### Research Finance Officers (RFOs)

Rob Sugg  
[Robert.Sugg@manchester.ac.uk](mailto:Robert.Sugg@manchester.ac.uk)  
0161 275 1455

Freya Lloyd  
[Freya.lloyd@manchester.ac.uk](mailto:Freya.lloyd@manchester.ac.uk)  
0161 275 7626

Eun Baratta  
[eunkyung.baratta@manchester.ac.uk](mailto:eunkyung.baratta@manchester.ac.uk)  
0161 275 3437

Clare Calderwood  
[Clare.calderwood@manchester.ac.uk](mailto:Clare.calderwood@manchester.ac.uk)  
0161 275 1607

Glyn Jenkins  
[glyn.jenkins@manchester.ac.uk](mailto:glyn.jenkins@manchester.ac.uk)  
0161 275 1946

### Research Finance Assistant (RFA)

Nick Pinkerton  
[Nicholas.pinkerton@manchester.ac.uk](mailto:Nicholas.pinkerton@manchester.ac.uk)  
0161 275 1437

**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](mailto: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](mailto: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](mailto:sbsresearchsupport@manchester.ac.uk).

**General Research Finance Queries:** Should be directed to [sbsresearchfinance@manchester.ac.uk](mailto: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.



# Research Services

## School of Medical Sciences (SMS)

Simon Building, Room 1.83

[smsresearchsupport@manchester.ac.uk](mailto:smsresearchsupport@manchester.ac.uk)

[smsresearchfinance@manchester.ac.uk](mailto:smsresearchfinance@manchester.ac.uk)

Sarah Fitzgerald

Research Services Operations Manager

[Sarah.Fitzgerald@manchester.ac.uk](mailto:Sarah.Fitzgerald@manchester.ac.uk)/0161 275 1262

Carolyn Smith

Head of Faculty Research Finance

[Carolyn.Smith@manchester.ac.uk](mailto:Carolyn.Smith@manchester.ac.uk)/0161 275 1456

Alison Bate

Head of Faculty Research Finance - Delivery

[Alison.Bate@manchester.ac.uk](mailto:Alison.Bate@manchester.ac.uk)/0161 275 5464

### Research Service Managers (RSM)

Kate Ferguson

[Katharine.ferguson@manchester.ac.uk](mailto:Katharine.ferguson@manchester.ac.uk)

0161 306 8342

Amanda Jolly

[amanda.jolly@manchester.ac.uk](mailto:amanda.jolly@manchester.ac.uk)

0161 275 5120

Kate McBride

[Kate.mcbride@manchester.ac.uk](mailto:Kate.mcbride@manchester.ac.uk)

0161 306 8348

Su Smith

[su.smith@manchester.ac.uk](mailto:su.smith@manchester.ac.uk)

0161 306 0226

### Research Service Officers (RSO)

Mamoona Ahmed

[mamoona.ahmed@manchester.ac.uk](mailto:mamoona.ahmed@manchester.ac.uk)

0161 306 8343

Jane Foulkes

[Jane.Foulkes@manchester.ac.uk](mailto:Jane.Foulkes@manchester.ac.uk)

0161 306 8838

Dylan Mangan

[D.man@manchester.ac.uk](mailto:D.man@manchester.ac.uk)

0161 306 2894

William Swanson

[William.Swanson@manchester.ac.uk](mailto:William.Swanson@manchester.ac.uk)

0161 275 1414

### Management Accountant Research (MAR)

Kirsty Brennan

[Kirsty.Brennan@manchester.ac.uk](mailto:Kirsty.Brennan@manchester.ac.uk)

0161 275 1352

### Senior Research Finance Officers (SRFO)

Philip Cheetham

[Philip.s.cheetham@manchester.ac.uk](mailto:Philip.s.cheetham@manchester.ac.uk)

0161 275 1351

Asif Iqbal

[Asif.iqbal@manchester.ac.uk](mailto:Asif.iqbal@manchester.ac.uk)

0161 275 5020

Andy Tickle

[Andrew.Tickle@manchester.ac.uk](mailto:Andrew.Tickle@manchester.ac.uk)

0161 275 1333/0161 275 4820

Natalia Williamson

[Natalia.williamson@manchester.ac.uk](mailto:Natalia.williamson@manchester.ac.uk)

0161 306 8341

### Research Finance Officers (RFO)

Catherine Bentley

[Catherine.Bentley@manchester.ac.uk](mailto:Catherine.Bentley@manchester.ac.uk)

0161 275 5288/0161 306 0827

Claire Diggle

[Claire.diggle@manchester.ac.uk](mailto:Claire.diggle@manchester.ac.uk)

0161 306 8283

Rebecca Fielder

[Rebecca.fielder@manchester.ac.uk](mailto:Rebecca.fielder@manchester.ac.uk)

0161 306 4218

Thomas Green

[Thomas.green-2@manchester.ac.uk](mailto:Thomas.green-2@manchester.ac.uk)

0161 275 3475

### Research Finance Assistant (RFA)

Pamela Jones

[Pamela.Jones@manchester.ac.uk](mailto:Pamela.Jones@manchester.ac.uk)

0161 275 1379

**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](mailto: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, costings, recruitment and contracts. Any other queries will be dealt with by Research Finances and should be sent to [smsresearchfinance@manchester.ac.uk](mailto: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](mailto:smsresearchsupport@manchester.ac.uk).

**General Research Finance Queries:** Should be directed to [smsresearchfinance@manchester.ac.uk](mailto:smsresearchfinance@manchester.ac.uk).

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**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.