FBMH Research, PGR & Business Services -
Senior Management Team

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Academic Management Team

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**Student support**
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**Thesis/examinations**
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Faculty of Biology, Medicine and Health (FBMH)
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Manager of the College of Experts
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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 Secretary provides support to the VDR and HoRBS.
**BE Contacts**

**General Enquiries**
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**Divisional Leads**
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**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 - Kate Williamson
- Musculoskeletal & Dermatological Sciences - Kate Williamson
- Neuroscience & Experimental Psychology - Naomi Chandler

**School of Medical Sciences (SMS)**
- Cardiovascular Sciences - Kate Meade
- Dentistry - Kate Williamson
- Developmental Biology & Medicine - Kate Williamson
- Diabetes, Endocrinology & Gastroenterology - Kate Meade
- Molecular & Clinical Cancer Sciences - Naomi Chandler

**School of Health Sciences (SHS)**
- Human Communication, Development & Hearing - Kate Williamson
- Informatics, Imaging & Data Sciences - Victoria Phillipson
- Population Health, Health Services & Primary Care - Victoria Phillipson
- Nursing, Midwifery & Social Work - Victoria Phillipson
- Pharmacy & Optometry - Victoria Phillipson
- Psychology & Mental Health - Naomi Chandler

**Knowledge Exchange Schemes**
- BBSRC Impact Acceleration Account - Kate Meade
- MRC Proximity 2 Discovery - Victoria Phillipson
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

Shared email (recommended) – FBMHethics@manchester.ac.uk
Research Policy and REF

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Knowledge Exchange & Impact Officer
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Knowledge Exchange & Impact Officer
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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 Service 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.
## Research Service Managers (RSMs)
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## Research Service Officers (RSOs)
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## Research Accountant – Research
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## Senior Research Finance Officers (SRFOs)
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## Research Finance Assistant (RFA)
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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 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.
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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 Service Queries: Should be directed to shsresearchsupport@manchester.ac.uk.

General Research Finance Queries: Should be directed to shsresearchfinance@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 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 (e.g. 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, costings, 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.