8.1k Research Finance Process Maps Raising Invoices – Fixed Claims (monthly start of month) April 2015 8.1f Raising Invoices running 415 PA Send Email to **Outstanding event Gisela Taylor** under\Debto claims by school -Yesat CMFT to CMFT? report see if invoice PI sign off is sent with the may be raised invoice via Email The invoices may be in NB: excludes BRC Νo advance or arrears but (Biomedical Research Oracle dates are entered as Centre) part of process 6.5.1 Run draft invoice C. 95% straightforward both advance and arrears **UNLESS: Note on Oracle** FRF should be ok to run without stating not to run invoice checking anything on Oracle or if funder = central s the funders or with SRF FO **Manchester FRF Email** claim used? Gisela Taylor to check whether they can invoice Yes Yes them Attach the claim form to Release If funder - CMFT send PI the invoice in Invoice approval with the invoice the project This will be picked up the next time process 8.1f is performed Send invoice – (do we only send the invoice if it is a no n RCUK funder?) **CMFT** Does Gisela respond in timely manner?