Annex 4 TRAC RCR proforma

Review of research cost relativities 2009-10

To be submitted via the HEFCE extranet by Monday 28th February 2011.

Institution:
Code:
UKPRN:

Your workbook has passed all validation checks

Data should be entered into all cells with blue font. All other cells will be calculated by formulae.
Superscript numbers in the column headings refer to the footnotes at the bottom of the table. Please read these before completing the table.

HESA academic cost centre	Subject group for comparative purposes only	Institution-own funded Research (I-O) I-O costs per TRAC [1] (a) £000s	Academic staff FTEs - direct R time per TRAC [2] (b) FTEs	I-O costs per staff FTE [6] (c)=(a)/(b) £s	Research assistants per TRAC [2] (d) FTEs	Postgraduate Research (PGR) PGR costs per TRAC [1][3] (e) £000s	PGR student FTEs per TRAC [2] (unweighted) (f) FTEs	PGR costs per student FTE [6] (g)=(e)/(f) £s	Externally Funded RG&C Externally funded RG&C costs per TRAC [1][2] (h) £000s	PGR scholarships, stipends, maintenance etc [4] (i) £000s	Net RG&C costs (i.e. without scholarships etc) (j)=(h)-(i) £000s	Academic staff FTEs - direct R time per TRAC [2] (k) FTEs	Externally funded RG&C cost per staff FTE [6] (l)=(j)/(k) £s	Research assistants per TRAC [2] (m) FTEs	Total Total costs per TRAC - all research (n)=(a)+(e)+(h) £000s	Total academic staff FTEs - direct R time per TRAC (o)=(b)+(k) FTEs	Total research assistants per TRAC (p)=(d)+(m) FTEs
1 Clinical medicine	i	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
2 Clinical dentistry	i	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
3 Veterinary science	ii	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
4 Anatomy and physiology	ii	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
5 Nursing and paramedical studies	iii	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
6 Health and community studies	ii	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
7 Psychology and behavioural sciences	iii	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
8 Pharmacy and pharmacology	ii	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
10 Biosciences	ii	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
11 Chemistry	ii	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
12 Physics	ii	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
13 Agriculture and forestry	ii	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
14 Earth, marine and environmental sciences	ii	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
16 General engineering	ii	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
17 Chemical engineering	ii	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
18 Mineral, metallurgy and materials engineering	ii	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
19 Civil engineering	ii	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
20 Electrical, electronic and computer engineering	ii	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
21 Mechanical, aero and production engineering	ii	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
23 Architecture, built environment and planning	iii	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
24 Mathematics	ii	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
25 Information technology, systems sciences & computer software engineering	ii	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
26 Catering & hospitality management	iii	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
27 Business and management studies	iv	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
28 Geography	iii	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
29 Social studies	v	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
30 Media studies	v	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
31 Humanities	v	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
33 Design and creative arts	iii	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
34 Education	v	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
35 Modern languages	v	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
37 Archaeology	iii	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
38 Sports science and leisure studies	iii	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
41 Continuing education	v	0	0.00	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00
Totals - all cost centres [5]		**0**	**0.00**		**0.00**	**0**	**0.00**		**0**	**0**	**0**	**0.00**		**0.00**	**0**	**0.00**	**0.00**

Footnotes

1. These costs should agree with the total R costs reported under annual TRAC.
2. The staff and student numbers should agree with those used in the TRAC Research indirect cost rate calculation, taking into account the academic staff time supervising PGR students (recorded against the PGR research sponsor type in TRAC) which is not reported in TR-RCR. PGR student numbers should, however, be unweighted.
3. To include any scholarships, stipends, fee remissions that have been posted to this research sponsor type in TRAC.
4. These figures are excluded from the cost per staff FTE (column l).
5. Any costs or staff posted to cost centre 99 (unassignable) should be allocated to another cost centre according to the subject on which the costs were required, or where the FTEs worked. Staff costs and the FTEs relating to those costs should be allocated to the same cost centre.
6. Any cost per FTE that is less than 5% or more than 10 times the average of all cost centres will be highlighted
   Any results where there are costs but no students/staff FTEs, or vice versa will be highlighted in red
   Values that differ by more than 20% from the corresponding figure submitted last year may be highlighted in yellow
   Any cost per FTE that is an outlier compared to last year sector data will be highlighted
   Please investigate and amend these figures if necessary.

Review of research cost relativities 2009-10 Validation report

Your workbook has passed all validation checks

Please ensure that your return shows "Validation passed" for checks 1and 2 before submitting your workbook to HEFCE.

1. PGR scholarships, stipends, maintenance costs etc (column i) should be less than RG&C costs per TRAC (column h).

Validation passed

2. The table should not contain any cost centre(s) with costs but no student/staff FTEs, or vice versa.

Validation passed

Data will be subject to some additional validation checks on submitting the data to HEFCE. The results of these will appear below in the results package.

3. Total institution-own funded costs reported in the table (column a) should equal full economic costs of institution-own funded research returned in the annual TRAC return (Table C) in January 2011.

4. Total PGR costs reported in the table (column e) should equal full economic costs of postgraduate research returned in the annual TRAC return (Table C) in January 2011.

5. Total PGR student FTEs reported in the table (column f) should equal the unweighted PGR FTEs allocated to indirect costs in the annual TRAC return (Table D) in January 2011.

6. Total RG&C costs reported in the table (column h) should equal the sum of the full economic costs of research councils, other govt departments, European Union, UK charities and industry returned in the annual TRAC return (Table C) in January 2011.

7. Total academic staff FTEs-direct R time reported in the table (column o) should be less than the direct time of academic staff allocated to indirect costs in the annual TRAC return (Table D) in January 2011.

8. Total research assistants reported in the table (column p) should be less than or equal to the number of research assistants and fellows allocated to indirect costs in the annual TRAC return (Table D) in January 2011.

If you find that any of the data returned in your annual TRAC return at the end of January 2011 are incorrect please contact Anna Hertzberg-Sully (e-mail: a.hertzberg-sully@hefce.ac.uk, tel: 0117 931 7395) or Rachel Knight (e-mail: r.knight@hefce.ac.uk, tel: 0117 931 7118).