

## Research & Innovation

Working in partnership to support success

### Award Workflow

Once a grant is successful there are a number of steps that need to take place before Research Finance are able to generate sub project codes.



- Some funders will directly contact the applicant regarding the outcome of their award, please forward the email to [Research Services](#).
- R&I will seek internal approval to ensure all parties wish to proceed.
- If the funder requires acceptance of an award via an online system (e.g. UKRI, EU, British Academy, Royal Society) or acceptance letter (e.g. Leverhulme), R&I will accept and proceed to step 5.
- If the funder requires us to sign a contract the IPAC team will follow the following contract process
 

Review

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Negotiate

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Sign
- If we are the lead on collaborative project the IPAC team will follow the following contract process:
 

Draft

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Circulate

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Negotiate

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Sign
- If we are a partner on a collaborative project the IPAC team will follow the following contract process:
 

Review

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Negotiate

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Sign
- Once required steps are completed, final documents are sent by R&I to Research Finance to enable project codes to be set up in Agresso.

- Please contact [Research Services](#) following the outcome of your application, if an application is unsuccessful our Research Development Managers may be able to offer support.
- Please contact (IP and Contracts Team) [IPAC](#) for queries regarding contracts and Intellectual Property.
- Please contact [Research Finance](#) for Post award finance queries