Application Deadlines

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Recommendation 6: agree on appropriate timescales and deadlines for the submission and processing of research proposals.

- Review current process
- Highlight issues
- Suggest improvements
Current process

• Deadlines for the submission of applications:
  
  o At least 3 working days prior to the funder’s submission deadline for standard applications up to £5M fEC

  o At least 5 working days prior to funder’s submission standard applications over £5M fEC

  o Small applications (under £150,000 fEC):
    ▪ At least 1 working day prior to the funder’s deadline for standard applications
    
    ▪ At least 3 working days for those classed as exceptions

➢ Complicated and unclear
➢ Many applications do not meet Research Office deadline
Applications with specific deadlines
Changes to process – from 1 Oct 2018

• **RPC 25 Jan 2018 endorsed:**
  
  o Single deadline of 5 working days prior to the funder submission deadline for all Standard Applications and Open Calls.

  o Pre-check service available until 7 working days prior to the funder deadline which will provide all financial checks and allow changes to the non-financial aspects of the proposals until 24 hours before the funder submission deadline.

  o Raising the threshold for Small Applications to £250,000 fEC.

  o Applications submitted after the Research Office deadlines will not be submitted without a genuine reason for late submission approved by the relevant Head of Department and acknowledgement that the Department will accept the risk posed by any errors or omissions in the submission.
Grant application process

1. **Pre-check facility**
   - 7 days before Funder deadline

2. **Research Office Deadline**
   - 5 days before Funder deadline

3. **Pre-check deadline**
   - 24 hrs before Funder deadline

4. **Funder Deadline**
   - Submit to Funder
Late Applications March 2018

Late Applications – March 2018 by number

Arts: 1
Clinical: 18
Technology: 13
Biological: 31
Humanities: 13
Physical: 6
Late Applications March 2018

Late Applications March 2018 – by value

- School of Arts and Humanities: £1,220,093
- School of Clinical Medicine: £11,375,867
- School of Technology: £21,447,179
- School of the Biological Sciences: £14,262,957
- School of the Humanities and Social Sciences: £19,775,581
- School of the Physical Sciences: £2,554,001

Schools of the University of Cambridge.
Late Applications March 2018

Late Applications March 2018 - Proportion

- Arts: 6%
- Clinical: 23%
- Technology: 31%
- Biological: 49%
- Humanities: 25%
- Physical: 8%
Work underway

• Team established within ROO

• Working with UIS to produce monthly reports on Late Apps

• Reports to include those current applications that will not comply with the new policy

• An on-going communication plan being established