

Teaching Replacement and Distribution of Funds

Background and General principle

The general principle is that no teaching cover will be required for the majority of research projects with the academic's time on the project being covered within their normal workload. If there are small amounts of teaching cover required this should be covered by the Departmental Grants Group (DGG) return to the department/Principal Investigator (P.I.).

Exceptional cases

In exceptional cases i.e. where greater than 50% of an academic's time is being funded on research contracts then a request can be made for the College to fund teaching cover. This can include cases where an academic has to spend greater than 50% of their time on research funded work due to a peak in workload for a specific period during a grant. Requests should be made through the Faculty Deans for approval by the Resources Sub-Group.

DGG Return

Please see attached two examples which show the calculation of the DGG return to departments and P.I.s from research grants and contracts.

If a request for teaching cover is agreed the cost of teaching cover will be deducted from the contribution to central costs for the purposes of calculating the DGG return to departments.

Departmental Financial Analysis (DFA)

The department receives the credit for directly allocated costs (P.I. time, Estates and Indirects less fEC Offset) as research overhead income on the DFA. The cost of any teaching cover would also be taken into account in the department's DFA.

Conclusion

Only if Staffing Replacement is an eligible cost within the Funder's programme (for example Leverhulme Research Projects) can it be funded by the research grant.

In preparing research and contract proposals, academic staff should be aware that income for their salary will not normally be available to meet the cost of replacement teaching. They should therefore, at an early stage in preparing the application, agree with their Head of Department how the cost of any teaching replacement will be funded.

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DGG RETURN TO DEPARTMENTS UNDER fEC
Example 1

Research Grant - Price at 80% of fEC

£K

Costs	
Direct Costs	600
<u>Directly Allocated Costs:</u>	
P.I.	100
Indirect Costs	220
Estates Costs	80
	400
Full Economic Cost (fEC)	1,000

Price	
80% of fEC	800

DGG Return to department

Recovery of P.I. Costs	100
Indirect Cost Contribution	220
Estates Cost Contribution	80

Less fEC shortfall:	
Price less than fEC	(200)

£800K minus £1,000K

Net Contribution to Central Costs	200
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DGG Return **28**

14% of Net Contribution to Central Costs

Recommended Split:

- Dept	14	50%
- P.I.	14	50%

DGG RETURN TO DEPARTMENTS UNDER fEC
Example 2

Research Grant - Price at 80% of fEC
With teaching cover

£K

Costs	
Direct Costs	600
Directly Allocated Costs:	
P.I.	100
Indirect Costs	220
Estates Costs	80
	400
Full Economic Cost (fEC)	1,000

£100K PI costs but £40K required for teaching cover

Price	
80% of fEC	800

DGG Return to department

Recovery of P.I. Costs	100
Indirect Cost Contribution	220
Estates Cost Contribution	80

Less fEC shortfall:

Price less than fEC	(200)
Teaching Cover	(40)

£800K minus £1,000K
£40K teaching cover costs

Net Contribution to Central Costs	160
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14% of Net Contribution to Central Costs

DGG Return **22.4**

Recommended Split:

- Dept	11.2	50%
- P.I.	11.2	50%

Notes

1. If teaching cover is required this should be requested when the grant proposal is being prepared.
2. Approved teaching cover costs are added to the Department budget and not charged to the grant.