

Research Programme Approval and Risk Management Categories

Non-Collaborative (LOW RISK as standard award)	CDTs/DTPs (LOW-MEDIUM RISK depending on collaborative elements)	Collaborative (risk assigned based on award type and nature of collaboration)
<p>Unusual time limits relative to a standard programme (4 year FT and 8 year PT as standard).</p> <p>Deadline end of Jan for cohort programmes requiring following academic year start. End of June deadline for one-off arrangements with external funding.</p> <p>For cohort programmes: approval via HoD and Departmental PGR Director at early stages of discussion. Escalate to DVP for R&I if necessary. Follow programme approval process: Faculty PGR Director to give approval in principle, Professional Services review, then UPGRC review with external Faculty PGR Directors. Once RS approval is confirmed, identify Regulatory requirements and seek RIC and Senate approval for those as required.</p> <p>For one-off arrangements (<5 students): seek approval from HoD, Departmental PGR Director lead and Faculty PGR Director. Escalation to DVP for R&I if necessary. Example: NURR 4.5 year code for NHS trust funded PT students.</p>	<p>UK based and generally longer term, with structured cohorts. Heads of Research Growth to notify team at bid stage and deadlines determined by call outline so no internal deadline can be set.</p> <p>Prior to funding application: approval is sought from FDRI and DVP/VP for R&I (HoDs, Departmental PGR Director and Faculty PGR Director will be involved as part of this). RS to conduct due diligence on new partner HEIs and escalate as appropriate if concern around partners.</p> <p>Following application: Official RS "approval" already granted if bid is successful but an operational implementation review is still needed. Operational details submitted for review by PS, then UPGRC review with external Faculty PGR Director leads. Once operational RS approval is confirmed, identify Regulatory requirements and seek RIC and Senate approval for those if necessary.</p> <p>Those with taught elements will need additional time flexibility built in for taught approval to be processed by Academic Programmes Office.</p>	<p>STANDARD AWARD (MEDIUM RISK):</p> <ol style="list-style-type: none"> 1. Longer-term overarching collaborative agreements for Remote Location supervision across the institution Deadline by end of Nov for following academic year start, based on 2 months agreement negotiation and recruitment in Feb. Extended negotiations past 2 months will result in delayed recruitment. Programme approval: Approval via Faculty PGR Director(s) at early stages of discussion. Escalate to DVP for R&I as required. Conduct due diligence and seek approval from Faculty Internationalisation Lead(s). Escalate as appropriate if concern around partners. Consult with expert panel if proposed programme structure warrants it. Subsequently follow standard programme approval process: Faculty PGR Director to give approval in principle, Professional Services review, then UPGRC review with external Faculty PGR Directors. Once RS approval is confirmed, identify Regulatory requirements and seek RIC and Senate approval for those as required. Agreement: negotiate and finalise during programme approval. Complete with RS signatory when RS/Senate approval is confirmed. Notification to GE if a new partner is confirmed (cascade to Faculty Internationalisation Lead(s)). 2. Co-supervision / split site - may arise as one-off arrangements for <5 students or as a cohort arrangement. Follow relevant procedure as outlined above but with recognition of reduced risk as a result of smaller student numbers.

New type of structure e.g. training (EdD), accreditation (DEdCPsy), location (e.g. majority off-campus EngD).

Deadline end of Jan for cohort programmes requiring following academic year start. End of June deadline for one-off arrangements with external funding.

Approval via HoD and Departmental PGR Director at early stages of discussion. Escalate to DVP for R&I as required. Follow programme approval process: Faculty PGR Director to give approval in principle, Professional Services review, then UPGRC review with external Faculty PGR Directors. Once RS approval is confirmed, identify Regulatory requirements and seek RIC and Senate approval for those as required.

Those with taught elements will need additional time flexibility built in for taught approval to be processed by Academic Programmes Office.

For one-off arrangements (<5 students): seek approval from HoD, Departmental PGR Director lead and Faculty PGR Director. Escalation to DVP for R&I if necessary. Example: CASE studentships.

COLLABORATIVE AWARD (HIGH RISK):

- 1. Externally funded, one-off collaborative award arrangements for <5 students**
Prior to funding application: approval via HoD and Departmental PGR Director at early stages of discussion. Escalate to DVP for R&I if double degree required. Conduct due diligence and escalate as appropriate if concern around partners. RS to sign letter of commitment where needed.
Following application: seek approval for agreement from HoD, Departmental PGR Director and Faculty PGR Director. RS sign final agreement and set up programme code. **Notification to GE if a new partner is confirmed.**
Examples: *H2020 Marie Curie ITN European Joint Doctorates (get list of potential programmes from Senior Pricing Assistant (RS) in the summer and ongoing until Jan.) *EU research council funding e.g. NWO.
- 2. Longer-term, internally funded collaborations for student cohorts e.g. Kobe, Tohoku.**

Deadline by end of Oct for following academic year start, based on 3 months agreement negotiation and recruitment in Feb. Extended negotiations past 3 months will result in delayed recruitment. **Programme approval:** Approval via HoD and Departmental PGR Director at early stages of discussion. Escalate to DVP for R&I if double degree required. Conduct due diligence and seek approval from Faculty Internationalisation Lead(s). Escalate as appropriate if concern around partners. Consult with expert panel if proposed programme structure warrants it. Subsequently follow standard programme approval process: Faculty PGR Director to give approval in principle, Professional Services review, then UPGRC review with external Faculty PGR Directors. Once RS approval is confirmed, identify Regulatory requirements and seek RIC and Senate approval for those as required.

Agreement: negotiate and finalise during programme approval. Complete with RS signatory when RS/Senate approval is confirmed. **Notification to GE if a new partner is confirmed (cascade to Faculty Internationalisation Lead(s)).**