**Research Committee RIIF Open Fund**

**Overarching purposes of departmental/centre/DRU RIIF Funds**

1. The School policy on RIIF Funds[[1]](#footnote-2) establish that departmental, centre and departmental research unit Research Infrastructure and Investment (RIIF) funds will be used:
   1. To support the indirect costs of research associated with the administration of grants (including the employment of support staff where appropriate)
   2. To develop new research projects and proposals (a seed fund), including buy-out for those developing large and complex grant applications
   3. To provide match funding for grant applications where required
   4. To support unbudgeted research-related expenditure (including but not limited to the development of research staff careers, such as the unfunded promotion of soft-funded staff, career-break costs, and bridging funds)
   5. For any other research-related investments or costs

**Overarching purposes of the Research Committee RIIF Fund**

1. The School policy establishes that the Research Committee RIIF Fund will be used:
   1. For any of the purposes of the departmental RIIF fund, where departmental RIIF or other funding is otherwise not available (adjudged by the Research Division), including to develop large and complex research projects and proposals.
   2. At the discretion of the Chair of the Research Committee, taking executive action, for any of the purposes of the Pro Director’s RIIF fund, where the Pro-Director’s RIIF fund is not otherwise available.
   3. For any other research-related investments or costs.

They also provide for the Research Committee to determine its own priorities and distribution process.

1. Research Committee has provided for three funding initiatives – a general fund and two specific schemes:
   1. The Research Committee RIIF Open Fund (this paper).
   2. The Research Committee RIIF Seed Fund
   3. The Research Committee RIIF Bridging Fund
2. Research Committee had delegated to the Research Development Panel responsibility for distributing and managing its RIIF Fund. For each Fund, the Research Development Panel will give priority to the following (in order):
   1. The quality of the research supported by the proposal, based on value for money (a judgement of the likelihood of the application leading either to high quality research outputs of the sort that might be expected to contribute to a REF submission or to peer-reviewed external funding, and the magnitude of those potential benefits);
   2. The quality of the proposal;
   3. Match funding for external research funding;
   4. Applications supporting research of a novel or transformative nature which may be deemed too risky by traditional external funders;
   5. Applications designed to support initiatives emanating from the annual reports of each of the major constituency groups on Academic Board (I-V) on major funding opportunities and/or intellectual developments;
   6. Applications supporting the School’s strategic priorities.
3. In determining its awards, the Research Development Panel will refer to the track record of the individual or department in question with respect to the use of previous awards
4. The RIIF fund will not be used to displace external funding, nor for applications covered by STICERD grants (Suntory and Toyota International Centres for Economics and Related Disciplines) or other funding sources available within the School. Any proposals which are deemed to support activity for which external funding (open calls) is available will be rejected.
5. The Research Development Panel will not make awards where the department or centres concerned might be expected to support the initiative, whether from their RIIF funds or other available funding, unless there are good grounds.
6. The Research Development Panel has determined that subject to the availability of funding it will support all applications for the Leverhulme Early Career Fellowships where the Head of Department supports the application, on the basis that the awards support high quality staff and high quality research.
7. The RIIF fund will not be used to displace external funding, nor for applications covered by STICERD grants (Suntory and Toyota International Centres for Economics and Related Disciplines) or other funding sources available within the School. Any proposals which are deemed to support activity for which external funding (open calls) is available will be rejected.
8. The Research Development Panel will not make awards where the department or centres concerned might be expected to support the initiative, whether from their RIIF funds or other available funding, unless there are good grounds.

**Purposes of the RIIF Open Fund**

1. The RIIF Open Fund is intended to support any of the overarching purposes of the RIIF Fund not otherwise served by the Seed Fund or the Bridging Fund. The existence of the Seed Fund makes it unlikely the Open Fund will be used to support research projects.

**Applying for RIIF Open Funding**

1. The RIIF Open Call Fund operates on the basis of an open call for proposals with permanent members of faculty free to submit proposals supporting any field or interdisciplinary initiative meeting the established criteria (see above). The RIIF fund is not available to staff who are not members of the permanent academic faculty.
2. There is no established limit on the size of awards, although guidance may be given on each call on the level of funding available and the range within which the Research Committee expects to award funding. Applications for high levels of funding which would draw unduly from the RIIF Fund should be directed to the Academic Initiatives Fund.
3. Bids may be submitted by LSE faculty working with faculty in LSE’s partner institutions[[2]](#footnote-3), but these bids will not be funded unless the partner institution also agrees to fund at the same level as the LSE.
4. Applications must be submitted using the form provided for the purpose (Annex A, below).
5. Applicants must consult Daniel Fisher, Research Division, (ext. 3727 or d.fisher@lse.ac.uk), the relevant Grant Application Manager, the Director or the Deputy Director of the Division or the Pro Director for Research prior to the submission of any application. Applications that have not been satisfactorily discussed with Research Division will not be put forward for consideration. Larger bids typically require more consultation with Research Division and applicants should allow sufficient time for this to take place. Large bids that would draw unduly from the RIIF Fund should be directed toward the New Academic Initiative Fund.
6. Funding will be provided to successful applicants through a specific research account set up by Research Division for which the applicant will be the designated grant holder. All payments for expenses will be submitted to Research Division as per the procedure for the administration of externally funded grants.
7. At the end of the award recipients must provide a brief report on the use of funds. This report must include details of external grant applications that have been submitted or are in preparation and estimated dates for decisions by those bodies, or the research outputs supported by the award, or other benefits of the award. The report must be submitted within two months of completion of the award.
8. Understanding the impact of the RIIF Fund is important, and the Research Division will work with grant-holders following the final report to ensure that details of external funding bids or other benefits are recorded and made available to Research Committee and other School bodies as part of the on-going work of assessing this scheme.

**Annex A: RIIF Open Fund application form**

In the first instance, any queries regarding the administration of this award should be directed to Daniel Fisher, Research Division.

**Section A: Applicant information**

|  |  |
| --- | --- |
| **Name of applicant** |  |
| **Academic title** |  |
| **Name of lead department/centre/institute** |  |
| **Name of Research Division staff member with whom proposal has been discussed** |  |

**Section B: Open fund project information**

|  |  |
| --- | --- |
| **Purpose of funding** |  |
| **Amount applied for** |  |
| **Duration funding is required (from/to)** |  |
| **Reason why department or centre RIIF or other funds cannot be used to support this application** |  |

**Section C: Details of the research that will be supported by this funding.**

|  |  |
| --- | --- |
| **Describe the research that will be supported by this award, whether in terms of the outputs that will be made possible, grant applications and/or other research benefits.**  **Note:** **In view of the decision of the Research Development Panel to support all applications for Leverhulme Early Career Fellowships, a case for support does not need to be made in this section.** |  |

**Section D: Project Budget**

|  |  |
| --- | --- |
| **Please provide an outline of your proposed budget. If you require any assistance with the preparation of a budget then please contact Daniel Fisher or your Grant Application Manager in the first instance.** |  |

**Section E: Statement of support**

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| --- | --- |
| **A brief statement of support from your Head of Department/Centre/Institute** |  |

1. Available at <http://www.lse.ac.uk/intranet/LSEServices/policies/pdfs/school/resInfAndInvFun.pdf> [↑](#footnote-ref-2)
2. Columbia University, New York; Sciences Po, Paris; Peking University, Beijing; National University of Singapore; Cape Town University. [↑](#footnote-ref-3)