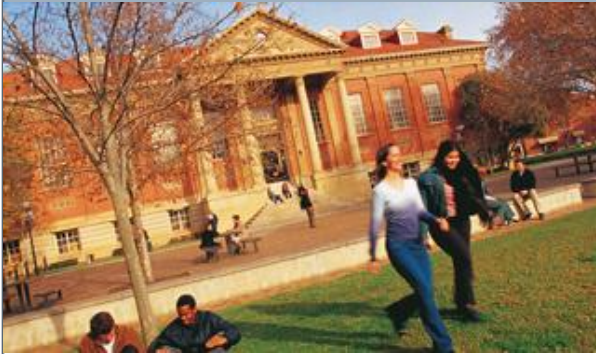


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THE UNIVERSITY  
of ADELAIDE

# ARC CI Workshop



Jane Millington  
Manager, Research Accounting  
Financial Services



**Life Impact** | The University of Adelaide



## Financial Management of ARC Grants

- **Research Accounting** – what we do
- **ARC income in context**
- **Responsibilities of CIs**
- **Use of ARC funds**
- **Linkage Partner & Multi-Institutional Agreements**
- **Contact details**





## Research Accounting – what we do

### Research Reporting

- Compilation of HERDC income data
- Provision of income data and FOR codes for ERA
- Calculation of block grants to be distributed to Health Units
- Monitor compliance with funding agreements

### Project Specific

- Project code creation
- Invoicing
- Allocation of interest
- Acquittals
- Queries





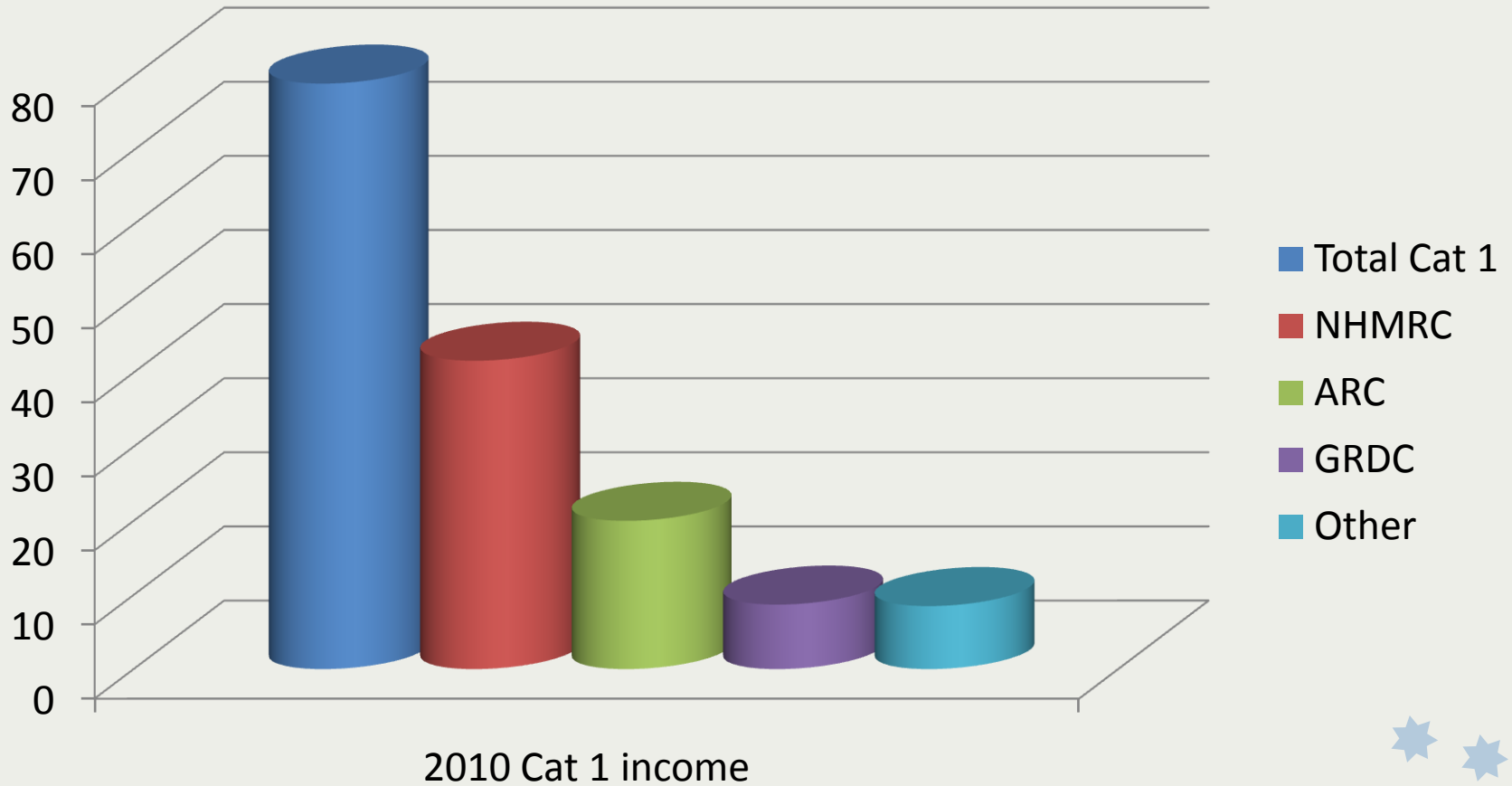
## Research Accounting's Role in ARC Grant Management

- Project Code Creation
  - Only when MIAs in place
  - Generally one code per grant
  - Notification of code creation e-mailed to School Finance Officer and CIA
- Receipt ARC funds
  - Received monthly
  - Distributed to projects according to ARC payment advice
- Distribute funds to other organisations
- Invoice Collaborating Partners
- Prepare income and expenditure for inclusion in End of Year report by 31 March





## ARC Income in Context





## Responsibilities of Chief Investigators

- Manage the project within the “*broad structure of the proposed project cost detailed in the proposal*” (ARC Funding Agreement)
- Significant variations to budget must be approved by ARC
- Spend funds only for the purpose of conducting the project
- Ensure the costs are allowable
- Ensure eligible costs are charged to grants in a timely manner
- Review expenditure regularly





## Use of ARC funds

- Only costs directly related to a project are allowable
- Basic Facilities to be provided by the University eg:
  - laboratory and office space
  - provision of computers, laptops, printers etc
  - use of photocopiers, telephones, fax, e-mail, internet services
- Depending on the scheme, other types of non-allowable costs are:
  - capital works & general infrastructure
  - salaries of CIs and PIs
  - teaching and teaching relief (unless specifically approved as a Special Condition)
  - international student fees, HECS and HELP debt
  - Fellowship salary gaps





## Linkage Partner & Multi-Institutional Agreements

*“The Administering Organisation must not allow a Project to commence, nor Funding to be expended, until it has entered into a written partner agreement with each Australian Collaborating Organisation in accordance with this clause”*  
(ARC Discovery Projects Funding Agreement)

- A Project code will not be created until all MIAs are signed
- Where a project commences prior to MIA sign-off expenses cannot be transferred to the project code once it has been created. These costs need to be covered by the University’s contribution





## Research Accounting website & e-mail address

<http://www.adelaide.edu.au/finance/services/accounting/>

[research.accountant@adelaide.edu.au](mailto:research.accountant@adelaide.edu.au)

