Who is this document for?
Anyone within the University of Glasgow College of Social Sciences (CoSS) involved in developing a funding application.

What is this document?
This document sets out how the CoSS defines Institutional Support, the rationale(s) for offering it and its value, what form(s) it normally takes, and how to go about requesting Institutional Support investment for your application/project.

What is Institutional Support and why do we offer it?
Institutional Support is any University investment made from School, College and/or University budget in support of a research funding application/project. Institutional Support may be offered for an application/project to, for example:

- Meet the stipulations of the call
- Add value to the funding application/project
- Raise the quality of a funding application/project
- Provide an opportunity for the development of the project team inc. Postgraduate Researchers and Early Career Researchers
- Fill a gap in eligible funding that will help deliver the potential of the project
- Fulfil an un-written expectation of the funder
- Match a resource committed by a partner
- Demonstrate the University’s commitment to the project team and project

When deciding to offer Institutional Support, the funding call and its context (and that of the project) will be carefully considered not only to invest in a way that delivers best value to the application/project but also in a way that aligns to University strategy where it may help contribute to producing REF outputs, leverage partner support and/or open up other funding opportunities to the University.

What are some of the common forms that Institutional Support can take?
The exact package of any Institutional Support offered will be discussed, negotiated and tailored to best fit the funding application but previously offered elements have included:

- Management, Professional & Administrative (MPA) staff time
- PhD studentships
- Access to specific facilities
- Budget for equipment and/or travel
- Training and development opportunities
- Space in particular locations
- Privileged access (or dedicated support to apply) to internal funding
- Access to funding from the Lord Kelvin/Adam Smith (LKAS) Fellowships Scheme
What is the process for applying for Institutional Support?

It is important that as much time as possible is given to the Institutional Support process. The package created may well involve a significant amount of discussion and approval by, amongst others, the Head of College, Head of School, Dean of Research and/or Dean of Graduate Studies. As an absolute minimum, we expect that at least ten calendar days are allowed between making a request for Institutional Support and the date of application submission.

In addition, it is vital that any Institutional Support offered is fully incorporated into the funding application as there must be a ‘golden thread’ – cohesion throughout the content of not only the academic case but the budget/resourcing documentation and institutional letter of support.

Where can I get support with the Institutional Support process?

If you need support with any aspect of Institutional Support you should get in touch directly with the CoSS Head of Research Development, Fiona Heatlie via fiona.heatlie@glasgow.ac.uk