

# FACULTY RESEARCH & INNOVATION HUBS



## Faculty of Medicine, Health and Life Science

Finding Funding | Developing your proposal | Managing your research funding  
Commercialising your research | Engaging with external organisations  
Developing your entrepreneurial skills | Maximising the impact of your research

Who's Who

Research, Innovation and Engagement Services (REIS)

# WELCOME TO THE FACULTY RESEARCH & INNOVATION HUBS

Please find enclosed further information on the support available through our Faculty Research & Innovation Hub.

- Faculty of Science & Engineering
- Faculty of Humanities & Social Sciences
- Faculty of Medicine, Health & Life Science

Colleagues working directly within the Hub, and via Research, Engagement & Innovation Services, are on hand and ready to work with you across the entire research & innovation life cycle.

It is our ambition to sustain and develop a flourishing research & innovation community here at Swansea University, providing a hands-on, personalised service to colleagues across the Faculty.

Regular communications are circulated via our faculty news bulletins and intranet webpages which promote funding calls, Research Connect, training & development opportunities, a guide to Hub team members, success stories and much more.

Opportunities to engage with internal and external stakeholders are available throughout the year via our engagement networks, [Swansea University: LINC](#) our [Business Engagement & Marketing Forum](#) and our Public Engagement Forum

Please share your feedback on the services and support available directly and/or via: [reisfeedback@swansea.ac.uk](mailto:reisfeedback@swansea.ac.uk)

## FUNCTION OF THE FACULTY HUBS

Research & Innovation Hubs are physically located at Faculty level to support local needs, and are populated by knowledgeable professional services staff who understand the purpose and strategic aims of the University, Faculty and School. The hub based team has a wealth of knowledge and experience of working in collaboration with internal and external stakeholders including research sponsors and organisations from the public, private and third sector.

| Function                   | Benefit of Faculty Hub delivery model  |
|----------------------------|--|
| Research Development       | <ul style="list-style-type: none"> <li>• Increased volume and quality of submitted bids</li> <li>• Proactive facilitation of grant development at source</li> <li>• External networking intelligence and good practice</li> </ul>  |
| Risk and Project Assurance | <ul style="list-style-type: none"> <li>• Improved quality of submitted bids</li> <li>• Improved project delivery capability</li> <li>• Proactive management of administrative issues impacting projects</li> <li>• More active management of project risks to faculty/ University objectives/strategies</li> </ul>   |
| Project Services           | <ul style="list-style-type: none"> <li>• Supporting you locally at regular intervals throughout the week to provide adhoc support</li> <li>• Delivering services locally (i.e. claims meetings, audit support, budget reviews)</li> <li>• Working closely with Research Support Advisors as first point of local contact for Project Services</li> <li>• Supporting and advising on project audit</li> </ul> |
| Engagement and Impact      | <ul style="list-style-type: none"> <li>• Proactive and targeted engagement with external organisations</li> <li>• Impact support and coordination at source</li> <li>• Better coordination across university via a CRM culture</li> </ul>  |
| Faculty Strategic Delivery | <ul style="list-style-type: none"> <li>• Translation of University and Faculty strategy</li> <li>• Local prioritisation of activities</li> </ul>   |

# A MESSAGE FROM DAVID MENICHINO, HUB MANAGER FOR THE FACULTY OF MEDICINE, HEALTH AND LIFE SCIENCES



The Research and Innovation Hub members in the Faculty of Medicine, Health and Life Science form an experienced research development and support team with a track record of 60+ combined years across pre-award and post-award roles.

We work with a 'sense of purpose', taking pride in guiding and supporting researchers across all disciplines and career levels to ensure they leverage the investment necessary to drive forward their research. This research in turn makes an impact on societal health, wellbeing and economic gain. With a rapidly changing funding landscape, it is our vision in the upcoming year to focus on more opportunities that UKRI offer, amongst other strategic funders.

Such collaborative focus with the Faculty will ensure we are aligned to the recently published UK Government's Life Sciences Vision and that of Welsh Government.

We aim to communicate a diverse range of opportunities, including those that are innovation-focussed, on a regular basis. We also aim to assist the growing number of early career researchers in mapping out the steps needed to help them build their grant capture track records and research programmes.

With a difficult few years behind and an expectation of a bumpy road ahead – albeit with opportunities to be sought – our shared passion for the research across faculty will remain strong, and we look forward to supporting our research community in this new 2021/22 academic year.



# THE FACULTY HUB STRUCTURE



# EMBEDDED FACULTY HUB STAFF

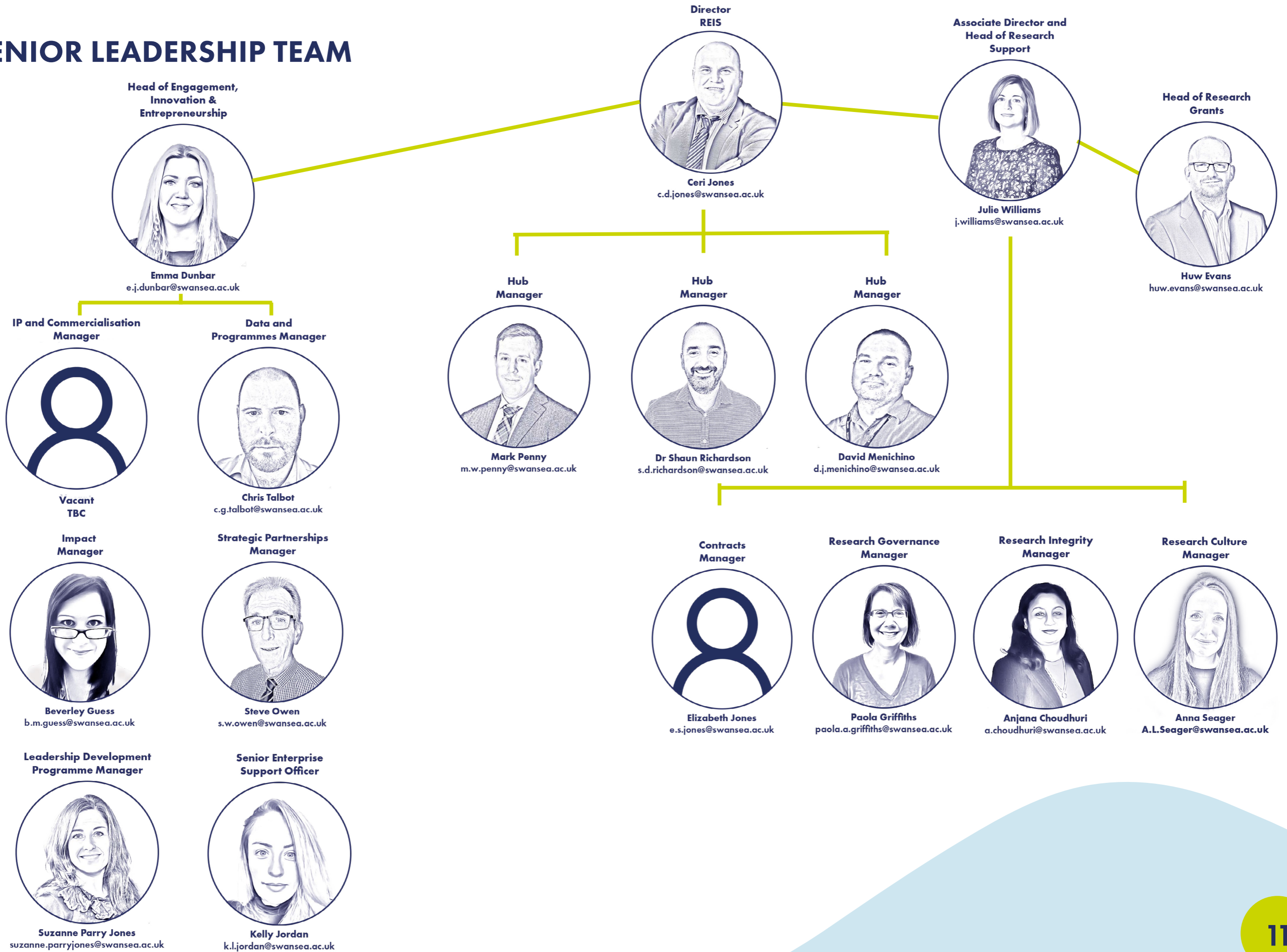
| Hub Role                        | Brief Description   |
|---------------------------------|---|
| Hub Manager                     | Working closely with Professional Services Units, manage and lead Faculty-based Hub activity based on strategic priorities and targets of Faculties.  |
| Research Development Officer    | First point of contact for research enquiries with local responsibility for pro-actively facilitating quality research bids in line with Faculty priorities and targets, coordinating internal funding mechanisms and managing external sponsors and associated opportunities.  |
| Research Development Bid Writer | Local responsibility for editing and enhancing research bids drafted by Principal Investigators to increase quality.  |
| Research Support Advisor        | Local point of contact for grant development and delivery queries, including support to PIs in use of Award Management System (AMS) to create project costings.   |
| Project Portfolio Manager       | Local responsibility for proactive project management, assurance and risk on behalf of the Faculty/University for external projects.  |
| Impact and Engagement Officer   | Maximising the impact of research from proposal development through to project delivery, evidencing and evaluating impact, sharing best practice, managing relationships via a CRM culture and facilitating engagement, collaboration and increased grant capture. Role supports REF impact agenda working with PIs on the development of case studies. |

# SHARED FACULTY SUPPORT

| Support                            | Brief Description  |
|------------------------------------|--|
| International Research Development | First point of contact for International research enquiries with responsibility for pro-actively facilitating quality International research bids in line with Faculty priorities and targets, coordinating internal funding mechanisms and managing International sponsors and associated opportunities.  |
| Research Integrity                 | Provide training and guidance on the University's Research Integrity Policy Framework to maintain a culture of good research practice and the highest standards of rigour and integrity in all aspects of research.  |
| Research Governance                | Guidance on delivering the highest standards of quality in research, ensuring compliance with all relevant legislation and the UK Policy Framework for Health and Social Care Research.  |
| Contracts Support                  | Offering expert advice on drafting and negotiating all Compliance concerning Research agreements. This covers specific contractual issues such as Liability, Intellectual Property (IP), Research and Publication, Performance and Reporting.  |
| Award Management System Support    | Providing researchers, faculties and professional services managers with guidance, training and support on the Award Management System (AMS). With all research bids going through the AMS, this is a single process and system for all external funded applications, enabling efficient costing and pricing, approval and authorisation and management information. |

|                               |   |
|-------------------------------|---|
| Project Services Support      | Assisting with the financial administration of research projects and guiding staff through the Sponsor terms and conditions. Services include understanding financial terminology, collecting income from the Sponsor, managing an audit, advising on compliance, expenditure and governance rules and providing access to budget statements & financial data |
| Strategic Partnerships        | Managing the development of long term collaborations and partnerships that enhance University based Research and resolve partner problems.  |
| Knowledge Transfer            | Supporting knowledge transfer between Swansea University and Industry or external organisations, through programmes such as Knowledge Transfer Partnership and Smart Partnership applications.  |
| Business Engagement           | Supporting engagement between academic researchers and external organisations to build fruitful collaborative research and innovation opportunities.  |
| IP & Commercialisation        | Proactive IP & commercialisation support and advice from initial disclosure, protecting your IP to its commercialisation through licencing and spin out activity. Consultancy services supported via Swansea Innovations Limited.<br><br>All enquiries to: <a href="mailto:innovations@swansea.ac.uk">innovations@swansea.ac.uk</a>                           |
| Training & Skills development | Providing development opportunities through the <a href="#">REIS Seminar Series</a> for our research & innovation community across all career levels and covering the entire research and innovation life cycle.  |
| Marketing & Communications    | Providing a range of support to raise the profile of research & innovation activities taking place, driving increased opportunities for collaboration and raising our International research and innovation reputation.   |
| Data & Programme Management   | Guidance for Project Managers on CRM, ResearchFish and Higher Education Business & Community Interaction Survey (HE-BCI).   |
| Enterprise Support            | Providing our students and staff with support ranging from training, introductions, competitions & funding to facilitate the development of ideas and creation of new start-up businesses.  |

# SENIOR LEADERSHIP TEAM





**MEDICINE, HEALTH & LIFE SCIENCE  
FACULTY HUB**  
**KEY POINTS OF CONTACT**

**MEDICINE, HEALTH & LIFE SCIENCE FACULTY HUB**  
**SHARED SUPPORT**

**Research Quality  
Assurance Officer**



**Dr Loys Richards**  
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Swansea  
University  
Prifysgol  
Abertawe

**Research & Innovation Hub**  
Faculty of Medicine, Health & Life Science  
**Hyb Ymchwil ac Arloesi**  
Y Gyfadrn Meddygaeth, Gwyddor Iechyd a Bywyd



Swansea  
University  
Prifysgol  
Abertawe

**Research, Innovation and Engagement Services (REIS)**