

DIRECT RESEARCH COSTS - A guide for research and administrative staff.

This information has been drawn from NHMRC Grant policies and the Deed of Agreement. It is stressed that it is not comprehensive and that for direct research costs that are not included in the attachment then reference should be made to the Definition in the first instance. If further assistance is required then clarification should be sought from NHMRC.

(These costs will be critically reviewed by GRPs during deliberations on budget allocations and by NHMRC during the conduct of on-site compliance monitoring visits).

Definition

For NHMRC funding purposes direct research costs are costs that are integral to achieving the approved research objectives of a grant where the recipient is selected on merit against a set of criteria. Such costs must directly address the research objectives of the grant, relate to the approved research plan and require the associated budget to have been properly justified.

Direct research costs may include the following:

- personnel costs only related to contract staff and limited external persons – must not include AI or CI or PSP supported elsewhere by the application. Must include justification need and costing basis
- Inclusion of materials required to conduct the approved research – laboratory supplies, consumables, printed materials, microfilms, purchase costs of animals
- survey or field expenses that have been fully justified in the application
- Medicare costs (out of pocket medical expenses)
- reimbursement of reasonable costs associated with randomised control (RCT) trials studies
- reasonable medical diagnosis costs (MRI, PET, CT, ultrasound, genotyping, biochemical analysis)
- equipment costing less than \$10,000 that is unique to the project and is essential for the project to proceed
- purchases of services directly required for the successful conduct of the project
- costs of animal agistment and animals purchased which are a direct requirement of the research project
- specialised computing requirements that are essential to meeting project specific needs

Note1.: Publications costs cannot be requested on an application but may be listed as a legitimate cost against DRCs as part of the financial acquittal process.

INDIRECT RESEARCH COSTS

Definition

Indirect costs of research are Institution overhead costs that benefit and support research. They can include such things as the operations and maintenance of buildings, use of facilities and libraries, hazardous waste disposal, regulatory and research compliance and administration of research services. Although they are necessary for the conduct of research, and although they may be incurred in the course of research, they are costs that do not directly address the approved research objectives of a grant.

Direct research costs do not include any indirect costs such as those outlined below:

- indirect costs of research
- networking costs
- institutional overheads and administrative costs
- personal membership of professional organisations and groups
- non project related staff training and development costs
- research infrastructure – facilities necessary to the research endeavour that a responsible Institution would be expected to supply as a prerequisite to its engagement in research. This includes
 - physical space and all the services associated with it
 - furniture for research staff
 - administrative services
 - office services and laboratory services
 - ethics approval costs
 - staff training and development
 - animal house facilities
 - computer networks and basic network utilities
 - personal computers, related network peripherals and software needed for communicating, writing and undertaking simple analyses (Scholarship grant holders, however, may purchase laptops – refer Direct Costs above)
- travel to associated/relevant conference attendance (other than for Early Career Fellowship and Scholarship holders)
- overseas travel (unless it is directly related to the research recommended by the GRP and prior formal approval has been obtained from NHMRC)
- health insurance, travel insurance, foreign currency, airport and related travel taxes, passports and visas Fellowships)
- personal subscriptions (private journal subscriptions)
- communications costs (mobiles, telephone calls)
- patent costs
- entertainment and hospitality costs
- airline club memberships
- purchase of reprints
- car rental