



Co-Investigators with Budgets

Research accounts in UCD are registered using the RMS Grants online tool under the name of the lead investigator. The lead investigator can decide if Co-lead PIs or team members are to be allocated individual budgets to manage.

In cases where sub-budgets are to be allocated to Co-Lead PIs or team members, the Grant Registration **team must be notified at the time of initial setup of the award** in order to set up the additional budgets on the online form. It is important that this be done at the initial grant set-up stage. This will ensure that Co-PI budgets are registered on RMS Grants and the account is linked to the Lead PI account on the system. This will ensure the Lead PI has visibility of all accounts. Requests to allocate Co-PI budgets after the initial grant is registered will result in €1 accounts being registered on RMS and the account not linked to the Lead PI account. Budget amendments will then be completed on eFinancials to reflect the reallocation. If allocated after the initial grant is set up then the Lead PI will NOT have direct visibility of the re-allocation.

Please contact grantreg@ucd.ie for technical assistance with sub-budget setup.

Once the account is fully set up on RMS Grants, the lead PI will receive a notification email from RMS Grants with all account codes that have been generated. As the system only sends this notification to the lead PI, it is the responsibility of the lead to notify any sub-budget holders of the respective account codes.

Overall responsibility (reporting)

The lead PI is responsible for the oversight of the entire award. Co-PIs holding budgets are required to oversee the budget allocation assigned to them and support the lead PI in the financial management of the award.