

AFFORDABLE APPROACHES TO CANCER COST GUIDANCE FOR PROGRAMME AWARD

Introduction

Unless specifically stated in the Grant Award Letter (GALs), the funding partnership (CRUK-DBT) only funds direct research costs.

Host Institutions based outside the UK may use a portion of the grant to cover overhead costs. This will be specified in the GAL. The Affordable Approaches to Cancer initiative will allow for up to 10% of the full duration funding amount awarded through our Programme Award grants to be spent on overheads:

- Overhead costs should be used to support the funded research. This may include, but is not limited to, premises costs, utilities, or research management support relating to grant etc.
- All costs must be justified within the application and records of all costs incurred must be documented and be readily available if requested

Cost Guidance Specific to the Affordable Approaches to Cancer initiative

The following information sets out guidance specific to this Programme Award.

We expect a minimum of at least 20% of the total funding awarded to a team to be spent in either country. However, we would encourage that the majority of funds be spent in India.

Funding is restricted to researchers situated in India and the UK. If services are required that are not available in the UK or India, teams can include this within their application budget but would need to justify these costs to the India Alliance Grants Team.

Commercial organisations may receive a proportion of the award where they can demonstrate the value they will add, and why the commercial organisation is not able to fund the research themselves. Requests for funding of commercial organisations will be considered on a case-by-case basis: however, it is unlikely that we will provide funding to large companies.

General Cost Guidance for Programme Award

This section contains cost guidance for Programme Awards granted by the India Alliance on behalf of the Affordable Approaches to Cancer initiative. This cost guidance adheres to the costing policies of CRUK, DBT and the India Alliance.

If you have a query about costs that has not been covered by the information provided below, please contact the India Alliance at cancerchallenges@indiaalliance.org.

The information below is split into the following sections:

- Acceptable costs
- Unacceptable costs

Acceptable Costs	
Types of costs	Examples
Salaries for grant staff	<p>Researchers on fixed term contracts to work specifically on the funded project:</p> <ul style="list-style-type: none"> • This may include fellows, research assistants, data managers, students (except student fees out with the UK or India) and technicians • Salary costs may be used to fund salary, the employer's national insurance contribution, and an employer's pension contribution which will not be higher than the rate used by the University Superannuation Scheme (USS) or NHS pension scheme • Please be aware pension contributions are only included for UK team members <p>The award cannot be used towards the salaries of Lead Applicants or Co-Investigators. We expect the Lead Applicants and Co-Investigators to be in receipt of a salary throughout the duration of the Programme Award.</p>
Laboratory costs	<p>Laboratory chemicals and materials (e.g. reagents, isotopes, peptides, enzymes, antibodies, gases, proteins, cell/tissue/bacterial culture, plastic ware and glassware), as well as any associated charges for shipping, delivery and freight:</p> <ul style="list-style-type: none"> • Please note that 'bench fees' will only be covered if they are for named researchers on the grant, and only if the Host Institution confirms that they do not include charges for unacceptable costs • Bench fees can be funded using overhead costs
Protective clothing	Gloves, lab coats, goggles, protective shoes.
Cell line authentication	Costs to support the authentication of cell lines, for example, screening for contamination by mycoplasma, STR profiling for human cell lines or DNA fingerprinting for non-human cells. We will also cover purchase of cell lines from cell banks such as ATCC.
Equipment purchase costs	Costs may include purchase, delivery, and installation of scientific equipment where that equipment is specific to the grant.
Equipment maintenance costs	For equipment that has been purchased on an India Alliance, CRUK or DBT Grant, where the warranty has expired.
Equipment access costs	Access fees charged by usage or size of grant where the equipment has not been purchased on an India Alliance, CRUK or DBT grant.

Personal computing costs	<p>Where justified, personal computing costs for named individuals engaged to work specifically on the grant (capped at £1,000 per person over the duration of the grant).</p> <ul style="list-style-type: none"> Please note that standard per unit IT charges are not acceptable
Animal research costs	<p>Animal purchase and transportation costs, maintenance (including food) and experimentation costs.</p> <ul style="list-style-type: none"> Licences and animal handling training costs are not usually eligible costs but can, if necessary, be covered by using overhead costs
Data sharing costs	<p>Archiving, repository fees, data storage costs and data management services.</p> <ul style="list-style-type: none"> Data management and sharing costs must be reasonable and proportionate in the context of the overall grant Data sharing costs do not include open access publication fees
Open access costs (article processing charges or APCs)	<p>For UK institutions on the grant:</p> <ul style="list-style-type: none"> APC costs should not be included in application budgets, because Cancer Research UK funds these costs separately through contributions to university block grants from the Charities Open Access Fund (COAF) Funded researchers at any of the COAF eligible institutions should recover APC costs from their institution's block COAF grant If the Host Institution is not a COAF eligible institution, or if the Host Institution's annual COAF allocation has been exhausted, overhead costs may be used to fund APCs where they are incurred during the course of the grant <p>For Indian institutions on the grant:</p> <ul style="list-style-type: none"> APC costs can be included in application budgets but must be costed using overhead costs - all costs must be fully justified within the application
Patient Involvement costs	<p>For patient involvement representatives specifically contributing to the funded research, reasonable travel and subsistence costs, as well as fees or honoraria where applicable.</p> <p>Fees or honoraria should be no greater than:</p> <ul style="list-style-type: none"> £80 per day (where more than 4 hours is contributed) £50 per half day (where more than 2-4 hours is contributed) £30 for up to 2 hours, or where the patient involvement representative is sitting on a committee which includes other professional experts who are offered an honorarium, an amount equal to the honorarium offered to those other professional experts
Subject and volunteer costs	<p>Recruitment (excluding participation fees), reasonable travel and refreshment costs for subjects and volunteers in population studies.</p> <p>Incentives (such as cash or gift vouchers) for participation are <u>not</u> eligible costs.</p>

Fees for professional or technical service	<p>Consultancy costs for a specific piece of work where appropriately justified:</p> <ul style="list-style-type: none"> • This may include paying an individual who is not a co-investigator or ongoing contributor to perform technical services such as processing samples, data handling • Where appropriately justified these costs may be paid to individuals outside India and the UK
Recruitment	<p>Post advertising, relocation costs, interviewee expenses:</p> <ul style="list-style-type: none"> • This cost is only acceptable for recruitment of staff within India. Overhead costs should be used for this expense • This is not an eligible cost within the UK
Training	<p>This is an acceptable cost if related to the science of the award e.g. scientific equipment. Must be appropriately justified.</p> <p>It is not an acceptable cost if it is not science specific or is general to HR e.g. IT skills, personal development etc.</p>
Software in excess of 'personal computing costs'	<p>This is only an acceptable cost if it is for specialised software specific to the funded research (e.g. specialised bioinformatics software).</p> <p>Generic office software is not an acceptable cost and will be removed from application if included.</p>
Printing/photocopying and postage/courier costs	<p>Acceptable if the grant supports studies with human participants where surveys and similar materials are required.</p> <p>Acceptable only if posting scientific materials (including, if relevant, research survey responses), delivery costs.</p>
Fees to professional organisations	<p>Journal subscriptions, professional membership are only acceptable as a cost for team members at a Host Institution within India. Overhead costs must be used for this expenditure.</p>
Telephone conference call costs	<p>This is an acceptable cost only if in lieu of travel expenses for attending a meeting. Also, acceptable if incurred in the course of gathering data as part of the grant activities (e.g. telephone interview costs for subjects in behavioural studies). Must be sufficiently justified in the application.</p>
Travel Subsistence, Conferences, Meetings and Childcare.	<p>Overhead costs may be used to cover reasonable travel, subsistence, childcare and conference costs if the person travelling is funded by the grant and the purpose of travel relates to the grant:</p> <ul style="list-style-type: none"> • Costs must be fully justified in the full application • These costs will be considered on a case by case basis by the India Alliance grants team and may be removed if they believe it is not an acceptable cost • Travel must be via standard class only

PhD student expenses	<p>PhD students are an eligible cost within the Affordable Approaches to Cancer Programme Award. Please ensure costs are included in the application budget under the Running Expenses section and that they adhere to the below guidance.</p> <p>Costs for PhD students who will be hosted at a UK Institution must follow the Cancer Research UK cost guidance.</p> <ul style="list-style-type: none"> This can be found within the following document: https://www.cancerresearchuk.org/sites/default/files/cancer_research_uk_costs_guidance_may_19.pdf <p>Costs for PhD students who will be hosted at an Indian Institution must follow the Government of India's Ministry of Science and Technology guidance.</p> <ul style="list-style-type: none"> This can be found within the following document: http://www.dst.gov.in/sites/default/files/OM%20Fellowship%20Revision-2019.pdf

Unacceptable costs

Type of cost	Examples
Phone/computer accessories	Drives, cases, chargers, batteries over and above the 'Personal Computing costs' cap set out under 'Acceptable costs'
Publication costs	Page charges, costs of colour printing, reprints are not eligible to be included in application budgets but may be paid from grant underspend.
Miscellaneous	Paper wipes, laundry, reference books
Departmental support staff	Secretarial support, librarians, general lab support staff
HR costs and taxes	Eye tests, CRB checks, redundancy, apprenticeship levies, visa application costs
Shared catering	Coffee, milk, water, vending machines and maintenance
Printing/ photocopying	Rental of copiers
Insurance	Laptop, travel, etc
Gifts	Gift vouchers for trial participants
Insufficiently evidenced costs	No copy of invoice or receipt available