

## Recording Collaborative Research Payments in TechOne

The Higher Education Research Data Collection (HERDC) is the annual process where UTAS reports research income and publications data to the Australian Government. The results of our HERDC return determines the amount of Research Block Grant funding (RIB, RTS, JRE, SRE) UTAS receives. This in turn affects budget allocations to faculties.

A crucial part of this process is to correctly report the income associated with collaborative research projects (where research is carried out by UTAS and one or more external parties).

In relation to collaborative research where UTAS is the administering institution, we will typically invoice and receive the full amount of a grant from the funding body. Separately we will distribute a portion (via the payment of an Accounts Payable invoice) to another organisation who is participating in carrying out the research. These organisations may or may not be other Universities. For HERDC, UTAS can only report the net amount. To facilitate our HERDC reporting, these payments must be separately captured in a unique expenditure account in TechOne.

To assist users – the following changes have been made:

- 37004 Collaborative Research Payments – HERDC [account renamed]
- 36122 Research Services and Analysis [new account]

Account 37004 has been renamed :

From Research Sub-Contractor Payments

To Collaborative Research Payments – HERDC

37004 must only be used for collaborative research payments. If the third party is not actually undertaking research, but merely providing a service, this account should not be used. Similarly collaborative research payments should not be coded to accounts such as Consultancy, or Other Sundry Payments.

A new account has also been created:

36122 Research Services and Analysis

Where another party is providing services to a research project, but is not undertaking any research, this account may be used.

If you are unsure whether a payment is for collaborative research, please contact the Research Accounting Team in the first instance ([finance.research@utas.edu.au](mailto:finance.research@utas.edu.au)) .

Enhancements to the Research Management Database (RMDB) are currently being investigated to capture additional information about research sub-contracts.

Going forward we will require that all collaborative research payments are correctly coded to facilitate income reporting for HERDC. Where incorrectly coded transactions are identified – correcting journal entries will be required.