

## 1. CIMA'S RESEARCH APPLICATION PROCESS

CIMA's charter to advance the science of management accounting forms the core of our academic research strategy and guides our research goals. Research is fundamental to CIMA's overall value chain as it ensures that we are adding value to the profession and identifying new issues or trends that emerge in the marketplace.

As such, CIMA is keen to identify and work with academics who are undertaking research in the area of management accounting and can offer insight into different subject areas. Each application is judged on its academic rigour, quality, originality and potential contribution to CIMA's research objectives and accountants in business.

We are looking for the research projects we fund to generate outputs which contribute to the advancement of management accounting and are of practical value to members in practice.

At a minimum researchers are expected to produce:

- An executive report summarizing the research project for a practitioner audience.
- An article for its member magazine.

We will also look favourably on projects that have the potential to deliver additional outputs such as workshops, forums, syllabus materials or tools.

## 2. APPLYING FOR A CIMA RESEARCH GRANT

CIMA invites research proposals from **early career and experienced** researchers which seek to develop the science of management accounting.

**The types of grants available are:**

**Early career (Seedcorn)** – *To be considered for this type of grant the principal researcher should be a post- doctoral early career researcher who has not previously acted as a principal researcher and also has not previously been awarded seed-corn funding from CIMA. The applicant also needs to secure a supervisor to provide support and guidance throughout the project.*

**Feasibility** – *Feasibility grants are available to searchers seeking to undertake a feasibility or pilot study as a preliminary to in-depth empirical research or with an idea/concept that they wish to develop. To be considered for a feasibility study research grant the principal researcher should provide evidence of completed research and the names of two referees.*

**Experienced** – *Experienced researchers will hold a doctorate and have previously published high quality research. Previous recipients of an early career grant are eligible to apply.*

Your research application will be peer reviewed by a team of external academics and practitioners, who assess the rigour and relevance of all applications and recommend applications to General Charitable Trust for funding. The Research team of CIMA's Research and Development Department administers and manages the research process.

**CIMA's General Charitable Trust make the final decision on whether or not a research grant is awarded.**

### **Project budget**

- Early career and feasibility grants are available up to £5,000
- Experienced research grants are available up to £25,000

Grant applications must be submitted in Pounds Sterling.

**All grants will be fixed in Pounds Sterling on the date the contract is signed.**

- Eligible costs include:
  - Travel & accommodation (not subsistence)
  - Purchase or rental of special software or databases
  - Secretarial services directly related to the project
  - Transcription costs
  - Research assistant basic salary
  - Limited and reasonable amounts of teaching buy-out
- Please set aside £1,500 of your budget to cover the typesetting and printing costs of the final research report, which will be arranged by CIMA
- Any Sales tax/VAT applicable to project expenditure should be included in the budget.
- **Certain costs are not covered in the funding award and will not be reimbursed.** These costs include, but are not limited to:
  - Subsistence costs incurred while travelling
  - Capital grants for buildings
  - Hardware and other equipment, including voice recorders, memory sticks, laptops etc.
  - Overhead costs such as day-to-day office running expenses or premises/accommodation
  - PhD Funding

**We reserve the right to withhold 20% of the grant until the final project outputs have successfully completed peer review.**

### **Other Funding**

CIMA is happy to co-sponsor research projects. Other funding organisations or Institutes, which have been approached for funding related to this work, should be detailed and any contracted outputs and IP rights should be outlined.

### **Project invoicing**

Your Finance Officer (or Research Accountant) will be the main contact for invoice queries. Please include a contact telephone number and e-mail address in your application. **CIMA should be promptly notified of any changes in staff and updated contact details should be forwarded.**

Invoices should clearly break down project costs in alignment with the grant application submitted to CIMA.

Researchers may request to submit invoices in another major currency (e.g. US\$, AU\$, HK\$, NZ\$, Can\$, Euros, RMB, Yen). CIMA will convert the amount requested to Pound Sterling at the current exchange rate at the time the invoice is issued. If there is any major volatility in the exchange rate then CIMA will review the value of the grant.

### **Contract**

The funding will be provided by CIMA's General Charitable Trust (GCT). A standard contract is used for all research projects. The contract will be signed by the GCT. The clauses have been drafted and agreed by the CIMA Research and Development Panel and CIMA's lawyers.

A copy of the contract is available on request. Please ask your university or institution to review the contract prior to submitting an application to ensure the clauses in the contract are agreeable to them.

**It is the researcher's responsibility to ensure that their university can agree to the contract before submitting an application.**

### **Data Protection**

**Please note that due to the Data Protection legislation requirements, CIMA will not give researchers access to its membership database.**

### **References**

Referees will be approached for shortlisted candidates and are expected to respond to CIMA within 3 weeks of the request being sent.

### **Submitting Your Proposal**

Applications should be submitted via email, using the form provided.

Please try to limit the length to no more than 5,000 words.

Email to **research@aicpa-cima.com** by midnight UK time on the day of the deadline.