Goethe University‘s Research Service Center

Support Throughout the Entire Life Cycle of a Research Grant
Goethe University’s Research Service Center

- **Central hub**: One team, three locations
- **Pooling all support services** associated with the life cycle of research grants
- **Long-term perspective**: Expanding the range of services offered

August 2020
Decentralized structure of research services is maintained

Boosting close collaboration with individual Faculties
Main Objective

Service unit for all questions concerning national and international research funding for researchers at Goethe University

Services for Researchers

Personal grants consultancy, especially for Early Career Researchers
- identification of relevant funding programs
- proposal development*
- support of submission processes

Information events, workshops, networking meetings and newsletters

Contracts management, financial settlement and reporting

Application support for EU collaborative projects, management support of ongoing EU consortia

* support for some strategically relevant programs is provided by FuN (Research Strategy & Funding)
Research Service Center

Information | Project Management | Grants Administration Office
Head of RSC: Sabine Monz, PhD

Homepage: http://www.rsc.uni-frankfurt.de
Contact: rsc@uni-frankfurt.de

Information and Support
National Research Funding: Bettina Heiss (all faculties)
EU consortia and MSCA: Kristina Wege (FB 01-10), Vanessa Fink (FB 11-16)

Project Management
All faculties
Department Head: Marco Betz, PhD

Grants Administration Office
Faculty 1-15
Department Head: Jörg Hardenberg

Grants Administration Office
Medical Faculty
Department Head: Gudrun Schulz

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Research Service Center

Information and Support

- Individual research and information about national, international, European and international grants
- Information about funding opportunities within Goethe University
- Grants consultancy targeting national funding opportunities, especially for Early Career Researchers
- Newsletter for Early Career Researchers
- Strategic and administrative support during the application phase
- Contracts management (Faculties 1-15) and negotiation of EU grant agreements (all Faculties)

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Grants Administration Office

- Legal contracts management for members of Faculty 16
- Maintenance of the university's research project registry
- Financial account management
- Assistance with the creation and submission of financial reports and invoices related to externally funded projects
- Administration and distribution of institutional overheads associated with projects sponsored by the EU, DFG, BMBF, and industry partners
- Budgetary planning assistance
Project Management for EU Collaborative Projects

- Application consultancy (budgeting, putting together a consortium, structuring work packages, designing management structures, etc.)
- Support during the grant agreement negotiation phase
- Provision of project management expertise for ongoing projects
- Support for the creation of financial reports
- Support for completing routine audits and managing 2nd level EU audits
- Support with cost statements related to the acquisition of permanent equipment
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