

UKRI requirements for funded researchers – reporting research outcomes using researchfish

All UKRI-funded researchers (e.g. Principal Investigators, Unit programme leaders, Fellows, and Students) are required to provide an annual update of information relating to the outputs, outcomes and impacts (referred to as research outcomes) that arise from their UKRI funded research. They are required to have a researchfish account and to use the researchfish system to provide these updates annually. These updates must be provided during the life of the award and as a general principle for at least 5 years after its funding has finished (3 years for studentships).

Researchers may record and attribute research outcomes to awards at any time during the year. The mandatory annual update takes place during the annual UKRI Submission Period, which will be scheduled for a defined period each year.

Researchers will be contacted directly and given appropriate advance notice of the scheduled period and are required to maintain an active email address in their Je-S account to allow this communication to take place. During this period a 'BEGIN SUBMISSION PROCESS' button is enabled for each UKRI Funder. Researchers clicking this button begin the process of formally confirming that the research outcomes attributed to their UKRI awards represent a full and up-to-date record of the outputs, outcomes and impacts known to have arisen from those awards. The researchfish system sends an email to confirm a successful submission.

In cases of agreed extended absence such as parental leave, sickness etc. researchers can request a temporary suspension of the UKRI requirement to provide a research outcome submission by contacting their Research Organisation research office or the UKRI Research Outcomes Support Team (researchoutcomes@funding.ukri.org)

Researchers have the opportunity to discuss with UKRI when they feel that no further outcomes will arise from an award and request that the award is 'closed' in researchfish. If this is agreed the outcomes information and award will still be visible in the system but the researcher will not be able to associate any further outcomes to the award, and will no longer be required to provide an annual update of information for that award.

Full UKRI Terms & Conditions can be found at <https://www.ukri.org/funding/information-for-award-holders/grant-terms-and-conditions/>.

UKRI compliance and sanctions policy

To comply with the UKRI sanctions policy, research outcomes must be submitted by the end of each annual UKRI Submission Period and in accordance with the above requirements.

If the required annual update for an award is not submitted on time to the UKRI Research Council funding that award, UKRI the following sanctions policy will apply:

- The researcher will lose their eligibility to be named as Principal or Co-Investigator on further UKRI awards, regardless of the UKRI Council applied to for those further awards. The researcher will remain ineligible until such time as

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they have made all of their expected UKRI submissions on researchfish.

- If the award is current, payments for that award will be withheld until such time as an up-to date record of outcomes attributed to that award has been submitted on Researchfish.

By submitting research outcomes in researchfish the researcher is agreeing that the information is truthful, accurate and as complete as practicable. If the UKRI Research Council raise concerns over the accuracy or completeness of the submission then these will be raised with the researcher and sanctions may be applied retrospectively.

Exceptions

- UKRI directly supported Units and Institutes will not have payments withheld; the responsibility for compliance lies with the unit directors and is part of the annual DASIC/appraisal return. Non-compliant researchers at UKRI directly supported Units and Institutes may be unable to apply for further awards from any UKRI Research Council.
- To support specific evaluations UKRI may require an update to an award outside the annual UKRI researchfish submission period. Researchers will be notified of these as necessary.
- Students supported by block grants are not currently part of the sanctions process though reporting is encouraged and levels of compliance at institutional level will be monitored.