

2018-19 Recurrent research and knowledge exchange funding: technical guidance

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Purpose of this document

1. This document is aimed at those in planning and finance offices who need to have a good understanding of how Research England grant is calculated. It provides a summary of changes to funding for 2018-19 and explains in detail how the figures in the 2018-19 recurrent grant tables have been derived. Abbreviated references are used in this document; the full title or descriptions are given at the end. The content of this document is split into three sections to cover the following areas:

a. **Section one** - describes the processes for data amendments and transfers. It also summarises the funding agreement and data assurance

b. **Section two** - describes any changes to the funding methods in 2018-19 and the presentation of the grant tables

c. **Section three** - contains a detailed description of each of the individual tables which form the 2018-19 grant tables and is intended to be a reference for anyone looking to understand how each allocation has been derived.

2. Each institution will be able to access their own grant tables and supporting documents on the Office for Students (OfS) portal on Wednesday 9 May 2018. **Please note that all information in this document is subject to embargo until 0001 on Tuesday 15 May 2018.**

Section one

Further information and requests for changes

3. If you have any questions about your grant, please contact annualfunding@re.ukri.org. The funding methods we are implementing for 2018-19 are detailed in the 'Guide to funding 2018-19: How Research England allocates its funds' (RE-P-2018-03), which we will publish on 15 May 2018.
4. Research England Circular letter [RE-CL-2018-1](#) describes the budget decisions taken by the Executive Chair with the endorsement of the Research England Council on funding for 2018-19.
5. While we do not require a response to this document, there may be circumstances in which institutions wish to request changes to their allocations. The process for this is described below.

Requests for changes to allocations

6. Where institutions believe that any change to their allocations is necessary, as a result of amendments to their data or transfers, they should contact us in good time so that they are able to meet the deadlines shown below.

Amendments to data

7. Research England operates on the expectation that the data signed off as correct by the head of institution is the final data that we will use; this is also consistent with published data. Additionally, we will usually only amend data which affects the current allocations. Therefore, we will only accept amendments to signed off data in the following circumstances:
 - a. Upon completion of any data audit.
 - b. Where data errors are identified (which are assessed to be widespread, significant and have a material impact on Research England's use of the data).
 - c. In exceptional circumstances.
8. Any such amendments will be subject to an assessment process. Those resulting from data error will be reviewed by a joint OfS - Research England data panel, who will judge whether the identified errors are widespread, significant (that is, data must be substantially incorrect and errors do not involve re-interpretation) and material (that is, the impact of the amendments has a material effect on the funding allocations for which it is used). Once an amendment has been assessed by the panel we will not consider substantively the same amendment again. Institutions will be informed of the panel decision and will have an opportunity to appeal within a short timescale.

9. Requests to make any amendments to data must be submitted as follows.
 - a. For HESA student record, HESA Finance record and HE-BCI data amendments a completed error summary template should be submitted by **31 May 2018**. Guidance for the joint process is provided on the OfS website at <https://www.officeforstudents.org.uk/data-and-analysis/amendments-to-data/>.
 - b. Once a completed error summary template has been submitted, Research England should be notified by email to data_queries@re.ukri.org.
10. Data amendment panel meetings are held throughout the year, to fit in with the timescales needed to process data for OfS or Research England purposes. The deadline of **31 May 2018** is to ensure amendments can be processed to update 2018-19 funding allocations.

Other changes

11. If you believe that the allocations should change for any other reason, such as for mergers and transfers, please contact data_queries@re.ukri.org.

The Research England terms and conditions of funding

12. On 11 April 2018, we issued the 'Terms and conditions of Research England grant' ([RE-P-2018-02](#)). This sets out the formal relationship, in the form of terms and conditions made under section 65 of the Further and Higher Education Act 1992, between UKRI and the HEIs that it funds, and their governing bodies and accountable officers, in relation to UKRI funds administered through Research England.
13. These terms and conditions should be read in conjunction with the terms and conditions of Office for Students (OfS) grant and funding agreement between the OfS and the institutions it funds¹. Together, these documents supersede the 'Memorandum of assurance and accountability between HEFCE and institutions' ([HEFCE 2017/08](#)).

¹ Available at <https://www.officeforstudents.org.uk/advice-and-guidance/regulation/the-regulatory-framework-for-higher-education-in-england/regulatory-notice-and-advice/>

Section two

Developments to funding methods for 2018-19

14. 'Funding for higher education institutions for 2018-19' (Research England Circular letter RE-CL-2018-01) set out developments to our funding methods and budgets for 2018-19.

Presentational changes

15. The 2018-19 grant tables and all associated documentation released by Research England will only contain details of research and knowledge exchange allocations. Teaching funding from 2018-19 will be released separately by the OfS.

16. The running order of the tables has changed for 2018-19 to account for the removal of the teaching tables.

17. New tables have been introduced for 2018-19 to set out the knowledge exchange allocations and qualifying income.

18. Mainstream QR no longer includes GCRF allocations, which will be announced separately later this year.

19. Main HEIF allocations now include the funding for industrial strategy uplift which is identified on a separate line.

Section three

The recurrent grant tables

20. There are six grant tables, which show how funding for the institution has been derived. They are described in detail in this document, but in summary are:

Table A	Provides summary details of allocations of funding for research and knowledge exchange (largely derived from the calculations on subsequent tables). It also shows allocations for the Museums, Galleries and Collections Fund.
Table B	Shows the calculation of mainstream QR and London weighting on mainstream QR allocations.
Table C	Shows the calculation of the QR charity support fund and QR business research element.
Table D	Shows the calculation of the QR RDP supervision fund.
Table E	Shows the knowledge exchange allocations
Table F	Shows the parameters used in the HEIF allocations

21. In this document, each row and column of the accompanying grant tables is described beneath a bold sub-heading in the order that they appear in the tables. Italics have been used in the explanatory text to indicate that a row or column heading is being referenced, from:

- the accompanying 2018-19 grant tables
- the HE-BCI survey
- data provided by Innovate UK
- the HESA Finance record
- the HESA student record

22. Where any of the last three documents are referred to, this is made clear in the text. Otherwise references are to the 2018-19 grant tables.

Table A: 2018-19 Summary of allocations

Summary of allocations

23. This section is a summary of the grant allocations shown in Tables B, C, D and E, together with funding for museums, galleries and collections. Where figures are not simply copied from the other tables, explanations of how the figures are calculated are given in paragraphs 24 to 25.

QR funding for National Research Libraries

24. This allocation, totalling £7 million, is for five libraries which were designated as being of national importance. The allocation is unchanged from 2017-18.

Museums, Galleries and Collections Fund

25. This allocation, totalling £11 million, provides support for museums, galleries and collections in the sector where the cost of stewardship goes beyond what universities could be expected to meet from recurrent funding for teaching and research. Further information about this allocation is available at <http://webarchive.nationalarchives.gov.uk/20180319130849/http://www.hefce.ac.uk/news/newsarchive/2017/Name,112699,en.html>.

Table B: 2018-19 Mainstream QR funds and London weighting

26. The top of the worksheet provides a summary of the allocations of recurrent research funding for:

- Mainstream QR funds
- London weighting on mainstream QR

along with a table showing the breakdown by unit of assessment (UOA). Figures in the table have been rounded for display purposes. However, the calculations are done to several decimal places, so there may be some rounding differences within the table.

Mainstream QR funds total

27. This is the sum of *Mainstream QR funds (£)* for each UOA shown in the table *Distribution of QR by unit of assessment*. The calculation of *Mainstream QR funds* is described below. A total of £1,017 million is being allocated for 2018-19. The steps to determine the mainstream QR allocations are described in the 'Guide to funding 2018-19: How Research England allocates its funds' (RE-P-2018-03).

London weighting on mainstream QR

28. This is the sum of *London weighting on mainstream QR (£)* for each UOA shown in the table *Distribution of QR by unit of assessment*. It is calculated as 12 per cent for inner London and 8 per cent for outer London of the *Mainstream QR funds* for each UOA. It totals £33 million for the sector as a whole.

Distribution of QR by unit of assessment

Unit of assessment

29. UOAs are shown only where the quality profile has some activity at the 3* or 4* level.

Sub-profile

30. This column shows the sub-profile reflecting the three elements of outputs, impact and environment assessed in each submission.

REF sub-profile (%)

31. These five columns show the sub-profile outcomes for each UOA. The percentages at each quality level match those published on the REF 2014 website at www.ref.ac.uk/2014/.

Volume (notional staff FTE)

32. These six columns show the volume in each UOA. The total of the first five columns is the number of research active category A staff FTE in the REF 2014 submission. The volume at each quality level is calculated by multiplying the total volume by the percentages for each quality level given in the *REF sub-profile (%)*. The column *Total funded volume* is the sum of the volume associated with levels 4* and 3*.

Quality-weighted volume

33. These six columns show the *Volume (notional staff FTE)* at each quality level and in total, weighted to reflect the quality profile for the UOA. The quality weightings are:

Quality rating (with abbreviated description)	Funding weighting
4* (world-leading)	4
3* (internationally excellent)	1
2* (recognised internationally)	0
1* (recognised nationally)	0
Unclassified (below the standard of nationally recognised work)	0

Mainstream QR funds (£)

34. For each UOA, this is calculated in proportion to each institution's share of the sector total *Quality-weighted volume*.

London weighting on mainstream QR (£)

35. This is calculated as 12 per cent for inner London and 8 per cent for outer London of the *Mainstream QR funds (£)* for each UOA.

Table C: 2018-19 QR charity support fund and QR business research element

36. This table shows the calculation of allocations of recurrent research funding for:

- QR charity support fund
- QR business research element.

37. The QR charities and QR business allocations are calculated pro rata to research income in the most recent four-year period (2013-14 to 2016-17).

QR charity support fund

38. A total of £204 million is being allocated for 2018-19. This is allocated on the basis of the average of 2013-14 to 2016-17 income reported to the HESA Finance record.

2013-14 Research income from charities (£)

39. This is the sum of the following 2013-14 HESA finance record figures:

- a. Table 5b against the heading: *Net research grants and contracts* (Head 8) from the following sources:
 - i. *UK-based charities (open competitive process)* (Table 5b Column 2).
 - ii. *EU-based charities (open competitive process)* (Table 5b Column 7).
 - iii. *Non-EU-based charities (open competitive process)* (Table 5b Column 10).
- b. Table 6a against the heading *Income for general research studentships from charities (open competitive process)* (Head 4a).

2014-15 Research income from charities (£)

40. This is the sum of the following 2014-15 HESA finance record figures:

- a. Table 5b against the heading: *Net research grants and contracts* (Head 8) from the following sources:
 - i. *UK-based charities (open competitive process)* (Table 5b Column 2).
 - ii. *EU-based charities (open competitive process)* (Table 5b Column 8).
 - iii. *Non-EU-based charities (open competitive process)* (Table 5b Column 11).
- b. Table 6a against the heading *Income for general research studentships from charities (open competitive process)* (Head 4a).

2015-16 Research income from charities (£)

41. This is the sum of the following 2015-16 HESA finance record figures:

- a. Table 5 research grants and contracts which is calculated as *Total research grants and contracts* (Head 4) minus *Co-investment from external sources on funding council-funded projects (included in Heads 1 to 4 above)* (Head 5), which is then added to *Balance of research related deferred capital and revenue grants as taken at 31 July 2015 taken to reserves* (Head 6) from the following sources:
 - i. *UK-based charities (open competitive process)* (Table 5 Column 2).
 - ii. *EU-based charities (open competitive process)* (Table 5 Column 9).
 - iii. *Non-EU-based charities (open competitive process)* (Table 5 Column 12).

- b. Table 6 against the heading *Income for general research studentships from charities (open competitive process)* (Head 4a).

2016-17 Research income from charities (£)

42. This is the sum of the following 2016-17 HESA finance record figures:

a. Table 5 research grants and contracts which is calculated as *Total research grants and contracts* (Head 4) minus *Co-investment from external sources on funding council-funded projects (included in Heads 1 to 4 above)* (Head 5) from the following sources:

- i. *UK-based charities (open competitive process)* (Table 5 Column 2).
- ii. *EU-based charities (open competitive process)* (Table 5 Column 9).
- iii. *Non-EU-based charities (open competitive process)* (Table 5 Column 12).

b. Table 6 against the heading *Income for general research studentships from charities (open competitive process)* (Head 4a).

Average annual income (£)

43. This is the average of 2013-14 *Research income from charities (£)*, 2014-15 *Research income from charities (£)*, 2015-16 *Research income from charities (£)* and 2016-17 *Research income from charities (£)* in the preceding 4 rows.

London weighting

44. This is 1.12 for institutions in inner London, 1.08 for those in outer London and 1.00 for other institutions.

London-weighted research income (£)

45. This is *Average annual income (£)* multiplied by *London weighting*.

Rate

46. The rate of funding is approximately 19p per £1 of *London-weighted charities income (£)*.

QR charity support fund (£)

47. This is *London-weighted charities income (£)* multiplied by *Rate*.

QR business research element

48. A total of £64 million is being allocated for 2018-19. The calculation is based on an average of 2013-14 to 2016-17 income reported to the HESA Finance record, but with the following adjustments:

- a. The amount of co-investment from businesses for the UK Research Partnership Investment Fund (UKRPIF) initiative has been deducted from the

2013-14 and 2014-15 HESA finance record Table 5b figures. This information was taken from the UKRPIF Annual Monitoring Returns, as emailed to institutions by Sophie Melton-Bradley on 4 November 2014 and by Stephanie Lynch on 15 December 2015. Further information is provided in 'UK Research Partnership Investment Fund 2018-19 to 2019-20' (HEFCE [2015/33](#)).

b. Similarly, the amount of co-investment from businesses for the Catalyst Fund has been deducted from the 2013-14 and 2014-15 HESA finance record Table 5b figures. This information was taken from responses to Rebecca Weerasekera's email of 11 December 2014 and Matthew Eagles' email of 3 December 2015.

2013-14 Research income from businesses (£)

49. This is the sum of the following 2013-14 HESA finance record figures (adjusted as explained in paragraph 48):

a. Table 5b against the heading: *Net research grants and contracts* (Head 8) from the following sources:

- i. *UK industry, commerce and public corporations* (Table 5b Column 5).
- ii. *EU industry, commerce and public corporations* (Table 5b Column 8).
- iii. *Non-EU industry, commerce and public corporations* (Table 5b Column 11).

2014-15 Research income from businesses (£)

50. This is the sum of the following 2014-15 HESA finance record figures (adjusted as explained in paragraph 48):

a. Table 5b against the heading: *Net research grants and contracts* (Head 8) from the following sources:

- i. *UK industry, commerce and public corporations* (Table 5b Column 6).
- ii. *EU industry, commerce and public corporations* (Table 5b Column 9).
- iii. *Non-EU industry, commerce and public corporations* (Table 5b Column 12).

2015-16 Research income from businesses (£)

51. This is the sum of the following 2015-16 HESA finance record figures:

a. Table 5 research grants and contracts which is calculated as *Total research grants and contracts* (Head 4) minus *Co-investment from external sources on funding council-funded projects (included in Heads 1 to 4 above)* (Head 5), which is then added to *Balance of research related deferred capital and revenue grants as taken at 31 July 2015 taken to reserves* (Head 6) from the following sources:

- i. *UK industry, commerce and public corporations* (Table 5 Column 6).

- ii. *EU industry, commerce and public corporations* (Table 5 Column 10).
- iii. *Non-EU industry, commerce and public corporations* (Table 5 Column 13).

2016-17 Research income from businesses (£)

52. This is the sum of the following 2016-17 HESA finance record figures:

a. Table 5 research grants and contracts which is calculated as *Total research grants and contracts* (Head 4) minus *Co-investment from external sources on funding council-funded projects (included in Heads 1 to 4 above)* (Head 5) from the following sources:

- i. *UK industry, commerce and public corporations* (Table 5 Column 6).
- ii. *EU industry, commerce and public corporations* (Table 5 Column 10).
- iii. *Non-EU industry, commerce and public corporations* (Table 5 Column 13).

Average annual income (£)

53. This is the average of 2013-14 *Research income from businesses* (£), 2014-15 *Research income from businesses* (£), 2015-16 *Research income from businesses* (£) and 2016-17 *Research income from businesses* (£) in the preceding 4 rows.

Rate

54. The rate of funding is approximately 13p per £1 of *Average annual income* (£).

QR business research element (£)

55. This is *Average annual income* (£) multiplied by *Rate*.

Table D: 2018-19 QR RDP supervision funds

56. QR RDP supervision funding is allocated only for those UOAs for which mainstream QR is provided. It is calculated to reflect Home and EU PGR FTEs, quality, London weighting and the relative costs of the subjects. Figures in the table have been rounded for display purposes. However, the calculations are done to several decimal places, so there may be some rounding differences within the table. A total of £260 million of recurrent grant is being allocated for 2018-19.

57. Data that identifies different higher education institutions participating in formal collaborative programmes for research training is used to calculate QR RDP supervision funding for 2017-18 onwards. A breakdown at UOA level for each collaborative arrangement identified in the 2016-17 HESA student record is now provided. Further detail is available in HEFCE Circular letter [34/2016](#).

QR RDP supervision funds total

58. This is the sum of *QR RDP supervision funds (£)* for each UOA shown in the table. The calculation of *QR RDP supervision funds* is described below.

Unit of assessment

59. UOAs are shown only where the quality profile has some activity at the 3* or 4* level.

UKPRN of collaborating provider

60. This column shows the UKPRN for any UOA which is taught under a collaborative arrangement.

61. A separate row shows at UOA level for each collaborative arrangement identified on the 2016-17 HESA student record.

Name of collaborating provider

62. This column shows the name of the collaborating provider from the previous column.

Overall quality profile (%)

63. These five columns show the quality profile outcomes for each UOA. The percentages at each quality level match those published in [REF 01.2014](#).

Quality score

64. A quality score is calculated for each department based on the amount of 3* and 4* activity as a proportion of total activity at 2* quality and above in the quality profiles. That is:

$$\frac{\text{Overall quality profile (\%): } 3^* + 4^*}{\text{Overall quality profile (\%): } 2^* + 3^* + 4^*}$$

Adjusted PGR FTEs

65. This is eligible PGR FTEs derived from 2016-17 and previous years' HESA student data. The method we have used to extract PGR FTE numbers from the HESA student record involves tracking individual students through their PGR study within an HEI (using HESA data for 2016-17 and the previous five years) and applying our policy of funding PGR study for a maximum of three years of full-time study (or 3.0 FTE). Further information is available at webarchive.nationalarchives.gov.uk/20180103174035/http://www.hefce.ac.uk/data/indstu/data/indicative/qrrdp/.

66. The eligible PGR FTEs have been adjusted to additionally reflect eligible PGR FTEs for students recorded in the 2016-17 HESA student record as concurrently supervised by other providers who were not eligible to submit to REF 2014. The

adjustment has been done at the student instance level, and it is these adjusted FTEs that are used in the funding calculation. Further details will be available in a funding summary which will be released separately later.

Weighted adjusted PGR FTEs (London, cost and quality-weighted)

67. For each UOA this is the product of:

- *Adjusted PGR FTEs*
- *Quality score*
- A weighting of 1.12 for institutions in inner London, 1.08 for those in outer London and 1.00 for all other institutions
- The appropriate relative cost weight:

		Weighting *
A	High-cost laboratory and clinical subjects	1.6
B	Intermediate-cost subjects	1.3
C	Others	1.0

* UOA 4 has a cost weight of 1.42

QR RDP supervision funds (£)

68. This is determined by distributing the total QR RDP supervision fund to departments² in proportion to *Weighted adjusted PGR FTEs (London, cost and quality-weighted)*. The rate of funding is approximately £4,870.

Table E: 2018-19 Knowledge exchange allocations

69. This shows the calculation of 2018-19 Knowledge exchange funding, which is provided through HEIF.

2014-15 income

70. These are the figures as reported on the HE-BCI record 2014/15, HESA Finance record 2014/15, or as supplied to us by Innovate UK

2015-16 income

71. These are the figures as reported on the HE-BCI record 2015/16, HESA Finance record 2015/16, or as supplied to us by Innovate UK

² The term 'department' means a group of staff and their research activity returned in a single submission within one subject UOA, irrespective of whether this forms a single administrative unit within the institution.

2016-17 income

72. These are the figures as reported on the HE-BCI record 2016/17, HESA Finance record 2016/17, or as supplied to us by Innovate UK

HE-BCI survey

73. This shows the reported income, as reported to HESA on the relevant HE-BCI survey, identified as follows:

Income from contract research

74. This is the value of '*Total value of contracts*' (Table 1, Head 2h)

Income from consultancy

75. This is the value of '*Total income*' (Table 2, Head 1h)

Income from equipment and facilities

76. This is the value of '*Total income*' (Table 2, Head 2h)

Income from regeneration

77. This is the value of '*Total programmes*' (Table 3, Head 1f)

Income from intellectual property

78. This is the value of '*Sub-total IP income*' (Table 4, Head 3d)

Income from SMEs in the above categories

79. This is the sum of the following figures:

- a. Table 1: Research related activities
 - i. *Contract research (excluding any already returned in head 1 and research councils, 'Total value of SMEs'* (Head 2b)
- b. Table 2: Business and community services
 - i. *Consultancy, 'Total value of SMEs'* (Head 1b)
 - ii. *Facilities and equipment related services – organisations involved and income, 'Total value of SMEs'* (Head 2b)
- c. Table 4: Intellectual property (IP)
 - i. *IP income (including patents, copyright, design, registration and trade marks), Non-software licenses income, SMEs* (Head 3a.i.)
 - ii. *IP income (including patents, copyright, design, registration and trade marks), Software licenses income, SMEs* (Head 3b.i.)

- iii. *IP income (including patents, copyright, design, registration and trade marks), Other IP income, SMEs (Head 3c.i.)*

Innovate UK – KTP income

80. This is the relevant value of KTP (Knowledge Transfer Partnerships) income, as reported to us by Innovate UK.

HESA Finance record – Income from NCB provision

81. This shows the reported income, as reported to HESA on the HESA Finance record, identified as follows:

- a. 2014-15 - *Table 6a: Tuition fees and education contracts analysed by domicile, mode, level and source, Non-credit bearing (NCB) course fees (Head 2)*
- b. 2015-16 and 2016-17 - *Table 6: Tuition fees and education contracts analysed by domicile, mode, level and source, Non-credit bearing course fees (Head 2)*

Total per year

82. These are the relevant products of the figures in the previous eight rows.

Total weighted qualifying income

83. This is the sum of the following:

- a. *2014-15 income (£) Total per year multiplied by 2*
- b. *2015-16 income (£) Total per year multiplied by 3*
- c. *2016-17 income (£) Total per year multiplied by 5*

HEIF funds

84. This shows the breakdown of HEIF funds between *Main HEIF funds* and *Supplement*.

Main HEIF funds

85. This shows the total Main HEIF funds (subject to the parameters as shown on Table F).

Of which due to Industrial Strategy uplift

86. This is the amount of *Main HEIF funds* which is attributable directly to the Industrial Strategy uplift. This is calculated based on the relevant proportion of available funding for Main HEIF Funds and Industrial Strategy Uplift (as shown on Table F).

Supplement

87. This is the amount of supplement allocated, split between the HEIs at the cap of Main HEIF fund allocations, based on their shares of qualifying income, calculated according to the main knowledge exchange allocation method (subject to the parameters as shown on Table F).

Total HEIF funding (£)

88. This is the sum of *Main HEIF funds* and *Supplement*.

Table F: 2018-19 HEIF formula parameters

89. This table provides the parameters used in the HEIF formula for 2018-19.

Total HEIF funds available

90. This sets out the breakdown of total HEIF funds available for 2018-19.

Main HEIF funds

91. This sets out the total amount to be allocated using the Main HEIF formula. For 2018-19 this totals £200 million, which includes the Industrial Strategy Uplift.

Of which due to Industrial Strategy Uplift

92. This sets out the amount of the Main HEIF funds which are due to the Industrial Strategy Uplift. For 2018-19, this totals £50 million.

Supplement

93. The allocation is split between the HEIs at the cap of Main HEIF fund allocations, based on their shares of qualifying income (calculated according to the main knowledge exchange allocation method). For 2018-19, this totals £10 million.

Total HEIF funds available

94. This is the sum of *Main HEIF funds* and *Supplement* and totals £210 million for 2018-19.

HEIF formula parameters

95. This sets out the parameters which apply to the Main HEIF funds and Supplement.

Main HEIF funds

96. This sets out the minimum threshold and maximum allocation an institution can receive per year.

Minimum threshold

97. This is the minimum allocation threshold, which institutions need to achieve through the formula to receive an allocation. For 2018-19, the minimum threshold is £250,000 per year.

Maximum allocation

98. This is the maximum cap on individual institutional allocations, which sets the upper limit for total Main HEIF funds an institution can receive per year. For 2018-19, the maximum allocation is £3.895 million.

Yearly moderation factor

99. This is the factor by which year-on-year changes to allocations are moderated so that, subject to being above the minimum £250,000 threshold and below the £3.895 million cap, no institution has an increase of more than 30 per cent or a decrease of more than 10 per cent compared to their previous year's allocation.

Supplement

100. This sets out the minimum and maximum allocations eligible institutions (those HEIs at the cap of allocations) can receive as a supplement.

Minimum allocation

101. For 2018-19, the minimum supplement allocation is £200,000.

Maximum allocation

102. For 2018-19, the maximum supplement allocation is £500,000.

Explanation of abbreviations, terms and references

BEIS	Department for Business, Energy & Industrial Strategy
FTE	Full-time equivalent
HE-BCI	The Higher Education – Business and Community Interaction Survey, used to inform knowledge exchange funding
HEFCE Circular letter 34/2016	'Board decisions on changes to QR RDP supervision funding'
HEFCE publication HEFCE 2015/33	'UK Research Partnership Investment Fund: 2018-19 to 2019-20'
HEI	Higher education institution
HESA	Higher Education Statistics Agency
OfS	Office for Students
PGR	Postgraduate research
QR	Quality-related research (funds)
RDP	Research degree programme
REF	Research Excellence Framework
REF 01.2014	REF 2014: The results, available from www.ref.ac.uk
Research England Circular Letter RE-CL-2018-01	'Funding for higher education institutions for 2018-19'
Research England publication RE-P-2018-03	'Guide to research and knowledge exchange funding 2018-19: How Research England allocates its funds'
UKPRN	UK Provider Reference Number. See www.ukrlp.co.uk/
UKRI	UK Research & Innovation
UKRPIF	UK Research Partnership Investment Fund
UOA	Unit of assessment, used in the REF and research funding method.