

Research project costs – compiled by the Time of Transition Subgroup of the Psychosocial Oncology Clinical Studies Group

1. Travel

Trial Management Group/ Independent Data Monitoring Committees
Conferences
Launch meetings
Monitoring
General (trial promotion, NCRI meetings etc)
Steering group

2. Staff costs

Research staff (research assistants etc)
Contractual workers e.g. health economics/staff from other universities
Specialist NHS staff for delivering intervention (sessional/secondment etc)

3. On-costs

E.g. Pensions and National Insurance. To be included in staff costs

4. Training

Project specific
Research specific

5. Graphics

For Case Report Form/Newsletter design

6. Printing

Protocol printing
Case Report Form printing
SAE booklets
Newsletters
Pharmacy pack
Information sheets
Consent forms

7. Postage

Start-up packs to sites
Thank you/reminder letters
GP letters
SAE booklets

8. Photocopying

9. Office costs

Desk/Chair
Telephone

10. IT equipment (year 1 only)

Hardware - Computers, digital recorders etc
Access to services (including printing)

Specialist software for study (including licence fee)

11. IT Support

Programming

Maintenance

12. Estate and Indirect Costs

Higher Education Institutes only

13. Translational samples

Database, storage, spinning etc

Pathology payments

Consumables

Postage

14. MHRA (initial cost and ongoing)

15. Legal fees

16. NHS Information Centre flagging/tracing fees

17. Randomisation fees (trials unit fees)

18. Archiving

19. Time

Interviewing

Analysis

Write up

20. Transcribing interviews/focus groups

21. Translation

22. Room hire

23. PPI

Travel

Fees

24. Job advertisement fees

25. Insurance

Clinical trials - MCD/HTV/Hep

26. Text messaging service

To replace postal follow up

27. Per patient Payments to Sites

Lab costs

Tests