Research bids and awards: list of authorised school signatories for internal approval forms

Sep 2024	DECLARATION FORMS (Bids/Applications)		INTERNAL AWARD ACCEPTANCE FORM			
SCHOOL	**AUTHORISED SIGNATORY (bids)**	**ALTERNATE SIGNATORY (bids)**	**AUTHORISED SIGNATORY (awards)**	**ALTERNATE SIGNATORY (awards)**	**TECHNICAL SERVICES MANAGER**	**FINANCE MANAGERS**
MEDIA, ARTS, & HUMANITIES	**Interim Provost Keith Jones (if applicant is Dean / HoS)**					
MAH	Ben Highmore (DRKE)	Matthew Dimmock (Associate Dean for Research)	Ben Highmore (DRKE)	Matthew Dimmock (Associate Dean for Research)	N/A	Steve Crossman (Chris Chaplin/Kevin Pierson in absence)
Library	Jane Harvell (Director of Library Services and University Librarian)	N/A	Jane Harvell (Director of Library Services and University Librarian)	N/A	N/A	Finance for Professional Services (rt-finance-servicedesk@sussex.ac.uk) (FBP is Lisa Savage)
ACCA					N/A	
SCLS					N/A	
SCIENCE	**Interim Provost Keith Jones (if applicant is Dean / HoS)**					
Psychology	Alison Pike (HoS)	In HoS absence: Jamie Ward (Dep HoS) John Drury (DRKE)	Alison Pike (HoS)	In HoS absence: Jamie Ward (Dep HoS) John Drury (DRKE)	Robert Fowler - Signatory for Technical Services* * ONLY for : non-human animals / JMS lab use / human tissue specimens . In Robert Fowler's absence with short deadline - Andy Cunningham	Chris Chaplin (Sue Chapman/Kevin Pierson in absence)
Mathematical & Physical Sciences	Vanessa Styles (HoS)	Andrea Banfi (DRKE) In HoS & DRKE absence: *(Maths : Peter Giesl)* *(Physics: Stephan Huber)*	Vanessa Styles (HoS)	Andrea Banfi (DRKE) In HoS & DRKE absence: *(Maths: Peter Giesl)* *(Physics: Stephan Huber)*	Cassandra Churchwell (MPS) In Absence, please accept signatures from: Anthony Gibson-Forster (MPS); Antony Earle (MPS)	Chris Chaplin (Sue Chapman/Kevin Pierson in absence)
Engineering & Informatics	Ian Wakeman (HoS)	In HoS absence: George Parisis (DRKE) *(In DRKE Absence Eng: Romeo Glovnea, Inf: Ian Mackie)*	Ian Wakeman (HoS)	In HoS absence: George Parisis (DRKE) *(In DRKE Absence Eng: Romeo Glovnea, Inf: Ian Mackie)*	David Tucker (Eng); Chris Sothcott (Inf)	Chris Chaplin (Sue Chapman/Kevin Pierson in absence)
					*** HoS as Line Manager to sign if not available.*	
Life Sciences (inc Genome)	Michelle West (HoS)	In HoS absence: Miguel Maravall (Dep HoS) Barnaby Greenland (DRKE)	Michelle West (HoS)	In HoS absence: Miguel Maravall (Dep HoS) Barnaby Greenland (DRKE)	Tom Hollin- Technical Services Manager In Tom Hollins absence Robert Fowler - Deputy signatory for Technical Services Manager (ALL)	Chris Chaplin (Sue Chapman/Kevin Pierson in absence)
SOCIAL SCIENCES	**Interim Provost Keith Jones (if applicant is Dean / HoS)**					
Business School	Paul Nightingale (DRKE) *(Debbie Keeling if match funding required)*	Debbie Keeling *if Debbie Keeling is unavaliable please contact Catherine Liston-Heyes*	Paul Nightingale (DRKE) *(Debbie Keeling if match funding required)*	Debbie Keeling *if Debbie Keeling is unavaliable please contact Catherine Liston-Heyes*		Mark Thoms (Chris Chaplin/Kevin Pierson in absence)
Global Studies	JoAnn McGregor	Geert De Neve (HoS)	JoAnn McGregor	Geert De Neve (HoS)	*Tim Cane, Lab Director **	
Education and Social Work	Mario Novelli (DRKE) *Please also use eswdrake@sussex.ac.uk for approvals emails.*	Simon Thompson (HoS) *Please also use eswdrake@sussex.ac.uk for approvals emails.*	Mario Novelli (DRKE) *Please also use eswdrake@sussex.ac.uk for approval emails*	Simon Thompson (HoS) *Please also use eswdrake@sussex.ac.uk for approvals emails.*	N/A	Steve Crossman (Chris Chaplin/Kevin Pierson in absence)
Law, Politics and Sociology	Jo Moran-Ellis (HoS)	Jo Bridgeman (Dep HoS for Research)	Jo Moran-Ellis (HoS)	Jo Bridgeman (Dep HoS for Research)	N/A	Mark Thoms (Chris Chaplin/Kevin Pierson in absence)
					*NOTE: * Only lab based projects involving Physical Geographers - Julian Murton, David Robinson, Mick Froggley, Martin Todd.*	
MEDICINE	**Interim Provost Keith Jones (if applicant is Dean / HoS)**					
BSMS	Chris Pepper (DRKE)	Malcolm Reed (Dean)	Chris Pepper (DRKE)	Malcolm Reed (Dean)	Inyaki Pueyo-Marques (in Inyaki's absence with short deadline - Sarah Newbury)	Sue Chapman (Chris Chaplin/Kevin Pierson in absence)
	*Gordon Ferns in absence of first **and** second signatories only*		*No third signatories for Awards (if both away simultaneously, they will advise who is authorised to accept awards).*			
SHORE-C	Chris Pepper (DRKE)	Malcolm Reed (Dean)	Chris Pepper (DRKE)	Malcolm Reed (Dean)	N/A	

Note:
For bids / awards for Heads of Schools/Deans, these must be signed off / authorised by the Provost (Keith Jones as acting Provost)
Delegation of authorised signatories for bids/awards should be from within the School's academic management team, e.g. DRKE/Deputy HoS/Dean or HoD (only for bids within the Dept concerned)