




Note on Human Infrastructure Reporting

When calculating the total numbers of Principal Investigators, Researcher (PhD+), Research Assistants, Technicians and Others, apply the calculations from below.





Staff reporting

Description	Year 1	Year 2	Year 3	Total for Institution / Project
Full Time Equivalent year (FTE year)				3
Head Count (Example A)	😊	😊 (1/2 time) 🍌 (1/2 time)	😊 (1/3 time) 🍌 (1/3 time) 🧑🏫 (1/3 time)	3
Head Count (Example B)	😊	😊	😊	1
Posts				1

In each year: the Head Count should reflect the number of people working in that year to make up the equivalent of 1 FTE year of person effort. 1 FTE year equals the work effort of one year actual time spent in project.

Total for Project: The total Head Count for the project should equal the total number of people across all years of the project (Example A, Head Count = 3). If it is the same person in each year, as in Example B, the total head count is 1. The total number of FTE years for the project should reflect the total actual time spent in the project. The total number of posts reflects the number of posts that would be advertised if the job was put in the paper (i.e. it is just one post although there are 3 FTE years work effort involved and in this example 6 people in total will end up doing the work)

Student reporting

Description	Year 1	Year 2	Year 3	Year 4	Total for Institution / Project
Full Time Equivalent year (FTE year)					4
Head Count	😊	😊	😊	😊	1
Student Places					1

In each year: the Head Count should reflect the number of people working in that year to make up the equivalent of 1 FTE year of person effort. 1 FTE year equals the work effort of one year actual time spent in project.

Total for Project: The total Head Count for the project should equal the total number of people across all years of the project, if this is the same person in each year the total head count is 1. The total number of FTE years for the project should reflect the total actual time spent in the project. The total number of student places reflects the number of places that would be advertised if the studentship was put in the paper (i.e. there is just one student place available although there are 4 FTE years work effort involved.)