

# ARMS 2024 CONFERENCE ABSTRACT

## ARMS FLAP Module

**Title:** Navigating Agreements: A Guide for Research Management Professionals

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### **Abstract:**

The Navigating Agreements module is intended to provide the knowledge, skills, and tools necessary to understand the role of, and effectively manage, agreements in research administration across the research project lifecycle. The module aims to provide participants with an understanding of the different types of agreements used in research, the key components of an agreement, and the legal and financial implications of each component.

Participants will learn how to identify potential risks and liabilities associated with agreements and develop strategies to mitigate those risks. They will also gain an understanding of the negotiation process and strategies to ensure favorable terms for their institution. Additionally, the module will cover skills related to agreement drafting and review, compliance and regulatory issues, and monitoring and tracking agreement compliance through to completion.

The module is designed to provide all research management professionals with the tools and knowledge to understand and manage agreements throughout the lifecycle of a research project, from planning and proposals, to project setup, project management and closeout. Participants will be able to see how successful project outcomes can be achieved through good planning and the careful management of the agreement, while delivering value to the researcher and their organisation and protecting them both from potential legal and financial risks.

Key learning objectives:

By the end of this module research management professionals will be able to:

- Understand the purpose and importance of agreements across the research project lifecycle.
- Understand the purpose of different types of agreements commonly used in research.
- Understand the key components of an agreement and the legal implications of each.
- Identify potential risks and liabilities associated with agreements in research management.
- Understand the process of agreement review and execution.
- Understand the role of compliance and regulatory issues in agreement management.
- Develop skills in monitoring and tracking agreement compliance. Understand the role and responsibilities of research management professionals in the management and monitoring of research agreements.

- Understand the role of research management professionals in managing agreements during the closeout stage of the research project lifecycle, including closeout activities and managing remaining contractual obligations.

Who should attend?

This elective module is suitable for research management professionals from a wide range of backgrounds. This module is written using examples from the Australian context, but the principles are broadly relevant to other Australasian jurisdictions. Some experience in grant or contract administration may be useful but is not necessary. No legal background or training is required or assumed.

Research management professionals from all organisations and institutions will benefit from this module including those from:

- Research agencies and institutes;
- Medical research institutes;
- Research and development corporations;
- Research centres;
- Government departments;
- Funding bodies;
- Industrial research and development teams;
- Service providers;
- Commercialisation bodies; and
- Consultancies.