

Maynooth University

Former Staff General Research Accounts Policy

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Reviewed by: University Executive, Research Committee

Next Review date: September 2029

Research Ledger General Research Accounts

Procedure for Former Staff Accounts

Preamble

All funds in all types university finance accounts constitute university funds. Irrespective of how or why funds were received by the University and / or transferred into a General Research Account (GRA) account, Maynooth University must retain responsibility for the management and appropriate expenditure of such funds. This responsibility is delegated to the Head of Research Finance Office who is responsible for the administration and management of the research ledger. All expenditure from GRA accounts must comply with public sector guidelines, comply with relevant University policies and be for the benefit of the University.

Former Staff

When colleagues leave the organisation or retire from the organisation, there may be a balance remaining in a GRA. At this point, the GRA must be closed and funds returned to a central account.

In the case of those awarded the title 'Professor Emeritus', 'Associate Professor Emeritus', or 'Assistant Professor Emeritus' (see [Emeritus policy](#)), funds will be transferred into a central Emeritus GRA account.

Emeritus staff can request to avail of funds from this account, subsequent to their retirement, on specific conditions:

- Expenditure is related to the dissemination and publication of research output with Maynooth University given as the affiliation (e.g., article processing charge, book publishing charge).
- Equipment may not be purchased.
- Mobile phone usage will not be funded.

Note that funding requested by Emeritus staff will not be limited to the original account balance. The Emeritus GRA account will be used to support all Emeritus staff in disseminating research in line with the University strategic plan. Decisions regarding expenditure will be made on request based on these conditions.