

JISC Circular 04/06: JISC Capital programme

A. Cover Sheet

Cover Sheet for Proposals (All sections must be completed)		JISC Capital Programme
Name of Capital Programme: Repositories and Preservation Programme		
Bid for Call Area : (Please tick ONE BOX ONLY, as appropriate)		
Tools and Innovation (Strand B)		
<input type="checkbox"/>	Call Area I – Tools and Innovation Projects	Please specify area of proposed project e.g. <i>'metadata generation and validation'</i>
Discovery to Delivery (Strand C)		
<input type="checkbox"/>	Call Area II – Discovery to Delivery Projects	<input type="checkbox"/> a) Version identification framework <input type="checkbox"/> b) Persistent identifier interoperability demonstrator <input type="checkbox"/> c) Federated access management and repositories <input type="checkbox"/> d) Semantic interoperability demonstrator
Repository Start-Up and Enhancement (Strand D)		
<input type="checkbox"/>	Call Area III – Repository Start-Up and Enhancement Projects	<input type="checkbox"/> a) Repository start-up projects <input checked="" type="checkbox"/> b) Repository enhancement projects
Digital Preservation and Records Management (Strand H)		
<input type="checkbox"/>	Call Area IV – Digital Preservation and Records Management Projects	<input type="checkbox"/> a) Digital preservation across the lifecycle <input type="checkbox"/> b) Models and implementation of preservation services <input type="checkbox"/> c) Preservation tools development
Shared Infrastructure Services (Strand I)		
<input type="checkbox"/>	Call Area V – Shared Infrastructure Services Projects	<input type="checkbox"/> a) Pilot implementation of licence registry <input type="checkbox"/> b) Pilot national name and factual authority service <input type="checkbox"/> c) Scoping an architecture to support digital policy management <input type="checkbox"/> d) Scoping a terminology registry
Name of Lead Institution:	Manchester Metropolitan University	
Name of Proposed Project:	RE-space - Repository Enhancement for e-space, the digital e-prints repository at Manchester Metropolitan University.	
Name(s) of Project Partner(s):	N/A	
Full Contact Details for Primary Contact:		
Name: Professor Colin Harris		
Position: University Librarian and Project Director		
Email: C.Harris@mmu.ac.uk		
Address: Sir Kenneth Green Library, All Saints, Oxford Road, Manchester, M15 6BH		

Tel: 0161 247 6100		
Fax: 0161 247 6349		
Length of Project:	2 years	
Project Start Date:	1st April 2007	Project End Date: 31st March 2009
Total Funding Requested from JISC: £60,000.00		
Funding Broken Down over Financial Years (April – March):		
	Apr07 – Mar08	Apr08 – Mar09
	£110,011.36	£112,237.86
Total Institutional Contributions: £162,249.22		
Percentage Contributions over the Life of the Project:	JISC 27%	PARTNERS
Outline Project Description		
<p>The project will address the key issues and challenges relating to repository enhancement: advocacy; content acquisition; and embedding of the repository into University strategy and workflows. It will undertake surveys of research staff and present formative and summative evaluation reports from a post-1992, multi-site and multi-discipline university that has outsourced its hybrid e-prints repository service. The outcomes of the project will be disseminated within the JISC, research and repository communities and overall the project will contribute towards a step change in overcoming the challenges to repository enhancement.</p>		
I have looked at the example FOI form at Appendix A and included an FOI form in the attached bid (Tick Box)	YES √	NO
I have read the Circular and associated Terms and Conditions of Grant at Appendix B (Tick Box)	YES √	NO

B. FOI Withheld Information Form

B1. We have considered this form and we make no request that the JISC withhold any sections or paragraphs from disclosure should the contents of this proposal be requested under the Freedom of Information Act.

B2. We acknowledge that the FOI Withheld Information Form is of indicative value only and that JISC may nevertheless be obliged to disclose this information in accordance with the requirements of the Act. We acknowledge that the final decision on disclosure rests with JISC.

Section / Paragraph No.	Relevant exemption from disclosure under FOI	Justification
N/A		

C. Introduction

- C1. Manchester Metropolitan University has had a repository project since April 2005 which led to the launch of its repository of research publications, e-space¹ in October 2006. The project was led by Library Services as a natural extension of its role of managing information and assisting scholarly communication. The repository supports core University strategy and policy: 'To maintain, and further develop, a strong research capability across the University' by providing a mechanism that: 'supports the development of research and other scholarly activity of academic staff and their ability to promulgate the outcomes'; allows us 'to project our accomplishments and aspirations in research both inside and outside the Institution'; and which will permit the University to 'identify and exploit synergies between our research activities and teaching so that the overall learning experience is enriched through the creation of new knowledge'.²
- C2. The purpose of this project is to test the hypothesis that increased advocacy of open access repositories will lead to more content for repositories and will also show how repositories can be embedded into University strategy, policy and workflows and in particular into library workflows. It will use e-space as a case study. The first phase will review and report on the current position of the repository, including an internal user survey. It will also continue with the existing advocacy plan for e-space. The second phase will further develop and embed the repository service and, using a process of formative evaluation, undertake a second review and report on the effect of the changes.
- C3. MMU's repository boasts a specific set of unique selling points:
- It is one of the first post-1992 Universities (with a modest but important research profile) to implement an e-prints repository.
 - At the time of writing it is one of only a small number of outsourced e-prints repository services in UK higher education.
 - It is a *hybrid* repository. It archives full-text; metadata with links to full-text; and metadata only, based on the copyright terms and conditions of the publishers. This is in contrast to many other repositories which include full-text only and so will provide useful data for the repository community.
 - It reflects a multi-site and multi-discipline institution which is currently undergoing a major change and restructure programme, which includes an estates consolidation strategy. The MMU research community will be surveyed to discover whether this change programme affects the research culture and attitudes towards Open Access.
 - It is in a pivotal position as a newly established repository within the UK higher education sector and has much to share particularly with new universities in terms of experience and lessons learned.
- C4. This project will aim to determine the extent of MMU research and to make it freely available via e-space to the global community. In doing this it will achieve a key outcome of this strand of the JISC programme. It will achieve a critical mass of content, comprising all research output from MMU, including RAE 2001 and 2008 submissions. In particular it will explore the relationships between the management and administration of research material held across the University and look at how e-space can improve the efficiency of data handling. It will achieve this by incorporating the University research management system and other institutional bibliographic databases into e-space. It will then rationalise the administrative processes and provide a more efficient workflow based on common and/or best practices. This latter objective meets one aspect of paragraph G40 of the JISC Programme Strand B: Tools and Innovation. This in turn will enable a more holistic evaluation of e-space as a case study for the UK (and global) research/repository community to learn from.

¹ The e-space repository is publicly available at www.e-space.mmu.ac.uk

² *The Manchester Metropolitan University Strategic Plan 2003 - 2010* available at <http://www.mmu.ac.uk/news/publications/strategicplan/>

- C5. This project will look outside itself for examples of best practice with which to enhance both the process of scholarly communication and the embedding of content ingest into the University learning, teaching and research workflows. Close liaison with two peer review partners Worcester University and Hertfordshire University will be undertaken to identify shareable outputs and lessons learnt and make recommendations concerning best practice discovered within MMU, Worcester University and Hertfordshire University. It will be an important reference point for new universities in particular as it will provide a different set of experiences to those already documented in the literature, based on the culture, scholarship and profile of a post-1992 university.
- C6. This project will contribute to the JISC programme by providing further development and population of an institutional repository, by adding to the body of advice for the development of repositories based on experience and lessons learned, and by contributing towards a richer corpus of research output within UK digital repositories. It will also contribute towards achieving the vision set out in the *Digital Repositories Roadmap: looking forward*.³
- C7. The MMU Library Service took the decision to outsource its repository as this enabled quick and easy set-up independent of internal technical support. Furthermore, it was understood from discussions with existing repository managers (White Rose Consortium; Glasgow University; and Nottingham University) and from literature on this issue, that a good deal of staff time is required for advocacy and content acquisition. Therefore the BioMed Central Open Repository service was selected as a solution that leaves core staff time for these tasks. Open Repository is a complete service which means that whilst e-space is hosted, maintained and developed by BioMed Central, administrative control is retained within the Library. A small-scale comparison with comparable institutions of two in-house repositories and two externally-hosted repositories using different products will therefore be undertaken. This will not be a detailed product comparison; rather it will provide an indicative comparison of the costs and perceived benefits of the appropriateness of an externally hosted repository service. It is suggested that a more robust and extensive comparison would be useful but would require a separate project.
- C8. The project will commence in March 2007 and end in February 2009.

D. Project description

D1. Project aims

The key aims of this project are:

- To test the hypothesis that an increase in advocacy will lead to an increase in content for repositories and also in the embedding of the repository into University strategy, policies and workflows. (Work packages 2, 3 and 4).
- To produce formative and summative evaluation reports from a post-1992, multi-site and multi-discipline university that has outsourced its hybrid e-prints repository service. (Work packages 2, 3 and 4).
- To present the experience of e-space as a unique case study including the sharing of all findings and best practice in the start-up and management of an outsourced repository. (Work packages 5 and 6).

D2. Additionally, the project team seeks to work directly with BioMed Central to develop and enhance the Open Repository service on which e-space runs in order to provide a more flexible service that meets the needs of both the repository administrator and research communities.

³ *Digital Repositories Roadmap: looking forward* available at:
<http://www.ukoln.ac.uk/repositories/publications/roadmap-200604/>

D3. The main focus of content for e-space is MMU *research* output and for the purpose of this proposal this will continue to be the case. However, following an approach and subsequent agreement with the University Secretary, e-space contains a small collection of administrative documents (minutes of meetings of the Board of Governors). Therefore a finer aspect of this proposal will be to report on the feasibility and merits of using a repository to archive administrative documents available in the public domain and how this approach might assist FOI queries. This is an issue that may be considered in the JISC April 2007 call for Repositories and Preservation: Start-up and enhancement funding for repositories #2 to increase the effective use of repositories.

D4. Project plan

Work packages (WP) and deliverables

WP	Description of deliverable	Methodology where applicable	Indicative output
WP1	<p>Project start Recruit and brief extra staff. Establish Advisory Committee for e-space with meeting schedule.</p>		<p>1.1 Job descriptions/person specifications. 1.2 A project team with agreed roles, tasks and schedule. 1.3 Advisory Committee with agreed remit and schedule. 1.4 Project website 1.5 Record and share with the JISC and peer review partners Worcester University and Hertfordshire University a statistical summary of e-space (no. of records and usage) for comparison at later stages.</p>
WP2	<p>Advocacy and existing provision By increasing the awareness of e-space within the University, test the hypothesis that this will lead to an increase in repository content and use within MMU.</p> <p>Determine a clearer understanding of what critical mass of research is for MMU.</p>	<p>Background literature review including relevant projects from the JISC Digital Repositories programme (JISC Circular 03/06) and JISC Strategy for 2006-2009.</p> <p>Pilot questionnaire to the Advisory Committee and then run the questionnaire within MMU research/academic community to assess: use of e-space, especially as a hybrid repository; the extent to which it is already embedded; and attitudes towards Open Access.</p> <p>Contact Research Administrators for content for e-space; to build new relationships; and to discuss how e-space can help with administrative tasks.</p> <p>Import the MMU Research Management System data into e-space.</p> <p>Target Faculties and Research Institutes with little or no content in e-space.</p> <p>Determine the current number of research-active staff and how many submissions MMU will make to RAE 2008.</p>	<p>2.1 A broader advocacy plan which following evaluation can be re-purposed by other universities. 2.2 Advocacy sessions tailored to subject disciplines and different end-users. Mini-questionnaire feedback forms to be completed at all sessions. 2.3 Interoperability with the MMU Research Management System 2.4 Support for the RAE 2008 submissions process. 2.5 Quantifiable targets for content. 2.6 Report summarising initial findings and lessons learned within MMU to be shared with peer review partners and the global repository community.</p>
WP3	<p>Strategic fit and embedding Review of existing e-space policies and practices to</p>	<p>Formative evaluation based on results of first questionnaire and feedback from advocacy sessions. Evaluation will include: user preferences; analysis of e-space usage statistics; subject</p>	<p>3.1 A service oriented approach underpinned by a policy which embeds e-space into University strategy and policy and into administrative and</p>

	facilitate full embedding of the repository into University strategy.	discipline; take-up of and barriers to self-archiving; metadata quality control issues; any effects of the University restructure and change programme; and analysis of the take-up of new policies within the University. Training of more cataloguing staff to embed e-space content cataloguing into library support services. Record the availability of re-usable metadata and the associated staff resource implications around this. Further advocacy sessions, publicity and/or workshops for library staff to enable subject librarians to be fully confident in promoting e-space.	technical workflows/procedures. More efficient workflows based on common and/or best practices and upon the newly emerging national deposit API as appropriate. 3.2 A clearer and definitive Open Access policy that is owned by MMU and which can be shared with the global community. 3.3 Policy for embedding e-space work into routine library work. All relevant staff to be familiar with new e-space routines. 3.4 Targets for time taken to catalogue an item. 3.5 Findings shared with peer review partners.
WP4	Evaluation of the extent/success of advocacy and embedding as a proof of concept. Further develop the repository service and, using a process of formative evaluation, review again and report on the effect of the changes.	Second questionnaire. Include questions on: how e-space may support research-informed teaching; how e-space affects scholarly communication; the significance of different subject disciplines on the awareness, buy-in, submission to and use of e-print repositories (both institutional and subject based repositories); how users think the replacement for the RAE may affect the use of and attitudes towards e-space. Include a statistical summary of e-space (no. of records and usage) to show progress / change in amount of content.	4.1 Analysis of results of the second questionnaire and comparison with first questionnaire results. 4.2 Summative evaluation report including lessons learned since the first report. 4.3 Share 4.1 and 4.2 with peer review partners and with the JISC Programme Manager. 4.4 Final and completion reports to the JISC.
WP5	Cost-benefit analysis A cost-benefit analysis of an externally-hosted repository.	A small-scale comparison of costs and perceived benefits of e-space with comparable institutions where possible, based on two in-house repositories and two externally-hosted repositories that are using different products.	5.1 Our understanding of these benefits will be shared with peer review partners from the outset and also be made available to the JISC/repository community.
WP6	Dissemination Identification of key target audiences and communication channels for each audience segment to disseminate the report.	Identify shareable outputs and lessons learned with project peer review partners Worcester University and Hertfordshire University. Investigate possibility of joint exchange of experience workshops with peer review partners for special interest groups e.g. NoWAL; SCONUL; UCISA; JISC/SURF. Conference papers/presentations. Announcements made on JISCmail lists. Reports to be deposited into e-space repository.	6.1 Reports to be delivered at the: JISC conference 2008 UKSG conference 2008 SCONUL conference 2008 9 th International Bielefeld Conference 6.2 Overall outcomes to be delivered at the JISC Conference 2009.

D5. Timetable

A duration of two years for this project will permit a longitudinal study allowing time for culture and behaviour to change, for policies to be altered, and for the repository to be fully embedded within University strategy and workflows. It will also permit reference to the impact of the changing publishing models and the replacement for the RAE.

ID	Task Name	April - Sept. 2007					Oct. 2007- Mar. 2008					April – Sept. 2008					Oct. 2008 – Mar. 2009				
1.	Effect appointment of extra staff internally	■	■																		
2.	Staff training on cataloguing and liaison with publishers on copyright issues	■	■																		
3.	Desk-based literature review	■																			
4.	Advisory Committee meetings			■				■				■					■			■	
5.	Meetings with peer review partners			■				■				■					■			■	
6.	Review and expand advocacy plan		■																		
7.	Advocacy sessions: library staff; academic staff		■		■		■		■		■										
8.	Write and pilot first questionnaire	■	■	■																	
9.	Run questionnaire			■	■	■															
10.	Analyse questionnaire responses						■														
11.	Rationalisation of workflows and procedures						■	■	■	■	■	■	■	■							
12.	First report – write and publicise																				
13.	Revise advocacy plan, continue advocacy sessions									■		■		■		■		■		■	
14.	Set up project website				■																
15.	Import RMS and other bibliographic data					■															
16.	Open Access policy for consultation within MMU						■	■													
17.	Write and run second questionnaire							■	■	■											
18.	Analysis of questionnaire results									■											
19.	Further rationalisation of workflows/procedures														■	■	■	■	■	■	
20.	Evaluation of extent/success of advocacy and embedding											■	■	■	■						
21.	Cost-benefit comparison and analysis										■	■	■	■							
22.	Exchange of experience workshops			■					■			■					■				
23.	Final reports																		■	■	
24.	Dissemination *												■	■	■					■	

* Dissemination will continue beyond the life of this project to ensure outcomes are shared as widely as possible and as a key task of the Library Service.

D6. Risk assessment and sustainability

This proposal has been assessed for risks to its success, which are countered as follows:

Risk	Counter-risk
Loss of key personnel and knowledge.	Sharing and documentation of knowledge and cascading of information to key staff within the Steering Group, to subject librarians and to cataloguing staff will continue throughout the project. This has been an integral part of the e-space project from inception.
Difficulty in recruiting suitable staff to the extra posts.	It is anticipated that internal secondments will be made to these extra posts. In the longer term the advocacy, content acquisition and cataloguing, and liaison with publishers will become fully embedded within the library service.
Sustainability beyond project funding.	Embedding of the service into routine library work will remove the need for additional posts for these tasks.

D7. Value to the JISC community

This project will be of value to the JISC programme and community as it will produce formative and summative evaluation reports from a post-1992, multi-site and multi-discipline University that has outsourced its hybrid e-prints repository service. These reports will be shared with the repository community and will detail the project outputs, conclusions and the lessons to be learned from a unique and practical case study via a series of dissemination routes including exchange of experience events, conference papers and submission of reports into the e-space repository. In particular the exchange of experience events may help to inform and enrich the learning cycle and inform potential future proposals to the JISC in this area. Furthermore, the project will produce data that may inform the user-profiling services of the Shared Infrastructure strand of this JISC Capital call.

D8. The IPR of this project will rest with the Manchester Metropolitan University. However all findings and reports will be shared in perpetuity with the JISC community.

E. Budget

E1. A summary of the proposed project budget is below. The detailed budget is in Appendix A

E2. Budget summary

Item	April 07– Mar 08	April 08– Mar 09	TOTAL £
Staff costs	£60,387.36	£62,802.86	£123,190.22
Non-staff costs	£4,989.00	£4,800.00	£9,789.00
Indirect Costs (inc. Estates)	£44,635.00	£44,635.00	£89,270.00
Totals	£110,011.36	£112,237.86	£222,249.22

E3. This total project budget has been costed at £222,249.22 over two years, of which £60,000 is requested from the JISC with the remaining amount to be contributed by the University in the form of current staff salaries and absorption of the full economic costs. This will ensure that the work undertaken by the current e-space team can be doubled in the areas of advocacy, embedding, evaluation of e-space use and of user preferences, and content acquisition and cataloguing. It will also allow for further staff to be trained in cataloguing items into e-space and liaising with publishers as necessary.

- E4. The e-space manager will also work progressively with subject librarians to further their understanding and confidence when liaising with academic staff about e-space. This will build upon a strong tradition of liaison and of trusted relationships between the library and academic staff, especially in relation to copyright issues. Although this aspect of the project will provide qualitative benefits for MMU, these fractions of staff time have not been quantified in this proposal as academic liaison is already a core task for subject librarians. This handover to subject librarians is an essential part of embedding e-space into routine library work and remains a key aim in terms of sustainability and in ensuring that the Library Service continuously develops to meet changing needs.
- E5. MMU will contribute the time of the Steering Group which will continue to meet whatever the outcome of this proposal. This time has therefore not been quantified.
- E6. The University has demonstrated previous commitment to the repository by providing start-up funding and will continue to support e-space by matching funding for this proposal. The University will benefit from its financial contribution to this project by gaining: an archive of all MMU research which will be available to the global research community via e-space; policies and practices (including an Open Access policy) which embed e-space into its infrastructure and underpin its core research strategy and mission; and a common understanding of the benefits of an Open Access repository and policy.

F. Key Personnel

F1. Professor Colin Harris, BA, MA, MLS, BPhil, PhD, FCLIP

Colin Harris is University Librarian at the Manchester Metropolitan University and Project Director for e-space. He is co-Director of the Intute Arts and Humanities service (previously Artifact, the arts and creative industries hub of the Resource Discovery Network). He was formerly Director of Academic Information Services at the University of Salford and Director of the Centre for Research on User Studies at the University of Sheffield. He has served on various JISC committees and panels and was a member of the RAE panel on Library and Information Management for the 1996 and 2001 exercises. He is the Editor of the *New Review of Academic Librarianship*. He was formerly Deputy Chairman of CALIM; the Consortium of Academic Libraries in Manchester and Chairman of the Staff Training and Development Group of NoWAL: North West Academic Libraries. He was for thirteen years a non-executive director of TALIS Information and has been involved in advice or consultancy projects for HEFCE, JISC, ESRC, the Research Support Libraries Programme, the Consortium of University Research Libraries, Unesco, the British Council, the Organisation of American States, the International Development Research Centre and the Hong Kong UGC institutions.

F2. Jayne Burgess, BA(Hons), MA. Service Manager, e-space (0.5fte)

Jayne Burgess has worked as the Project Manager for e-space since August 2005. Jayne is also co-Service Manager (0.5fte) for the Intute Arts and Humanities service with responsibility for the arts team based at Manchester Metropolitan University. She was the Manager of Artifact from its inception in September 2002. Previously she has worked within the library services of Staffordshire University, Manchester Metropolitan University and the University of Reading where she managed various projects, including implementation of shelf-ready books within the Library and Learning Resource Service of Staffordshire University and the project implementation stage of the institutional repository at MMU. Jayne has been a recent member of the AHDS Visual Arts Advisory Committee, the AHDS Performing Arts Advisory Committee, the ARIA Advisory Committee (JISC Arts and Humanities ICT Awareness Programme) and the Portal User Requirements Project Board (AHRC ICT Strategy Programme). She is a former member of the UK Serials Group Committee and is joint Editor of the USKG e-book *The E-Resources Management Handbook* ISBN: 978-0-9552448-0-3. She is also Assistant Editor of the *New Review of Academic Librarianship*.

F3. Sarah Taylor, BA(Hons), MPhil, PgDipLIM. Assistant Librarian, e-space (0.5fte)

Sarah Taylor has worked for e-space since October 2005, having previously worked as a Library Assistant at the Royal Northern College of Music. She gained a professional library qualification in the summer of 2005 and is currently undertaking Chartership with the Chartered Institute of Library and Information Professionals. She also works within

Manchester Metropolitan University Library's Electronic Services Development Team. Her work on e-space has involved the collection and cataloguing of content, building relationships with academics in the process. In addition, she works closely with BioMed Central in helping to develop e-space.

- F4. The project will be managed by the current Service Manager. Internal recruitment will be made to a further 0.5fte Manager for increased advocacy and embedding work and an additional 0.5fte Assistant Librarian to deal with content acquisition, cataloguing and day-to-day repository administrative work via secondments. The resultant gaps within the Library Service will be filled via external advertisements.

F5. Steering Group for e-space

The e-space Steering Group was established in September 2005. Its remit is to advise and decide upon policy and strategy for the repository. In addition to the above key personnel the current membership is:

F6. Gill Barry, BA, MSc, MCLIP

Gill Barry is Deputy Librarian at Manchester Metropolitan University, a role which has broadened considerably since her appointment in 1993. Her responsibilities include staffing and finance, and she has experience of recruiting and/or seconding staff to a range of internally and externally funded projects, as well as an oversight of budgets for the same. Service delivery is a key interest, including the embedding of new developments within existing infrastructure. Prior to her appointment at MMU she held the post of Head of Public Services and Personnel at the University of Birmingham, with earlier experience in both public libraries and specialist information services.

F7. Annette Coates, BA, MA

Annette Coates has been the Service Manager for the Library's Electronic Services Development Team for two years and in this role is responsible for identifying, developing and project managing a wide range of new electronic services for MMU Library. She has worked in libraries for eight years and in that time has held a wide range of roles both working directly with users in Reader Services and also with library systems behind the scenes in Library Support Services. Along with Colin Harris she spearheaded the original proposal for an institutional repository for MMU.

F8. Mary Harrison, BA, MLS, MA

Mary Harrison has been the Research Support Librarian at the Manchester Metropolitan University since 2000 and prior to that held the post of Deputy Library Services Manager (Art and Design). She has supported the needs of researchers throughout her career and, before moving to the United Kingdom, worked for more than a decade in Canadian government research libraries; notably, those of the Department of Finance Canada; Environment Canada; and Parks Canada.

- F9. We have agreement in principle for the following additional MMU members to transform the Steering Group into an Advisory Committee for e-space, the remit for which will be to advise on policy and strategy for the repository, to champion e-space and to drive an Open Access policy for and embed it within MMU:

- Professor Maureen Neal, PVC Research and 3S and Dean of the Faculty of Science & Engineering
- Professor Peter Gilroy, Director of Research
- Professor Huw Morris, Dean of the MMU Business School
- Professor Dick Hartley, Director of the Information Research Institute
- Professor Berthold Schoene, Director of the English Research Institute and Professor of English
- Dr Paul Holmes Ph.D. Programme Leader: MSc Sport & Exercise Science and MMU Cheshire RIHSC Coordinator
- Professor Paul Cammack, Head of Politics & Philosophy Department

G. Letter of support

Nike Holmes
JISC Executive
Northaven House
Coldharbour Lane
Bristol
BS16 1QD

Dear Ms. Holmes

RE-space: Repository Enhancement for *e-space*, the digital e-prints repository at Manchester Metropolitan University

I write to confirm my support of the enclosed project proposal to the JISC Circular 04/06: JISC Capital programme.

Manchester Metropolitan University has had a functional repository of research publications since March 2006; it supports a core University strategy: *To maintain, and further develop, a strong research capability across the University.*

I believe that as one of the first post-1992 Universities to implement an open access e-prints repository, which at the time of writing it is only one of a very small number of outsourced e-prints repository services in UK higher education, it will provide important lessons to share with the higher education community.

With e-space we have provided a mechanism that supports the development of research and other scholarly activity of academic staff and their ability to promulgate the outcomes, which demonstrates our commitment to making MMU research publications freely accessible by the wider research community. The opportunity to increase and intensify the repository work will only serve to strengthen our commitment.

Yours sincerely,

Professor John Brooks

Appendix A: Detailed budget

Directly Incurred Staff	April 07– March 08	April 08– March 09	TOTAL £
Service Manager, Scale L18, 1.0FTE	£41,698.91	£43,366.87	£85,065.78
Assistant Librarian, Scale 3/4, 1.0 FTE	£18,688.45	£19,435.99	£38,124.44
Total Directly Incurred Staff (A)	£60,387.36	£62,802.86	£123,190.22
Non-Staff			
Non-Staff	April 07– March 08	April 08– March 09	TOTAL £
Travel and expenses	£250.00	£250.00	£500.00
Hardware/software – 1 PC	£589.00	£	£589.00
Dissemination *	£100.00	£400.00	£500.00
Evaluation	£	£	£
Other – Service maintenance	£4,200.00	£4,200.00	£8,400.00
Total Directly Incurred Non-Staff (B)	£4,989.00	£4,800.00	£9,789.00
Directly Incurred Total (A+B=C) C	£65,376.36	£67,602.86	£132,979.22
Directly Allocated			
Directly Allocated	April 07– March 08	April 08– March 09	TOTAL £
Staff	£	£	£
Estates	£6,946.00	£6,946.00	£13,892.00
Other	£	£	£
Directly Allocated Total (D)	£6,946.00	£6,946.00	£13,892.00
Indirect Costs (E)	£37,689.00	£37,689.00	£75,378.00
Total Project Cost (C+D+E)	£110,011.36	£112,237.86	£222,249.22
Amount Requested from JISC	£30,000.00	£30,000.00	£60,000.00
Institutional Contributions	£80,011.36	£82,237.86	£162,249.22
Percentage Contributions over the life of the project	JISC	MMU	Total
	27 %	73 %	100%

* Dissemination costs breakdown
 Travel to IR seminars and events
 JISC Conferences 2008 and 2009
 UKSG Conference 2008 (Warwick)
 SCOUNL Conference 2008
 Intl. Bielefeld Conference 2008
Total

Delegate fees
 ~
 Free to attend
 Free if speaker
 Free if speaker
 Free if speaker

Travel/accommodation
 £116.00
 £44.00
 £50.00
 £50.00
 £240.00
£500.00