

## Guidance on costing for qualitative research

### STAFF COSTS

	Lead qualitative researcher		Qualitative researcher
	Professor / Reader	or Senior Lecturer	and Grade 5/6
<b>STANDARD COLLABORATION</b>			
Intervention development	5-10%	10%	100% (approx 12 months) *
Feasibility & Piloting	5-10%	10%	100% (approx 12 months) *
End of trial evaluation	5-10%	10%	100% (approx 12 months) *
Service evaluation	5-10%	10%	100% (approx 12 months) *
Exploratory experiential study	5-10%	10%	100% (approx 12 months) *
Systematic review and synthesis of qualitative data	5-10%	10%	100% (approx 12 months) *
<b>ENHANCED COLLABORATION</b>			
Process evaluation	5-10%	10%	100% (approx 24-36 months) *
Realist evaluation	5-10%	10%	100% (approx 24-36 months) *
Ethnography	5-10%	10%	100% (approx 24-36 months) *
Action Research	5-10%	10%	100% (approx 24-36 months) *
<b>ADDITIONAL RESEARCH ACTIVITIES</b>			
PPI advice and organisation	5-10%	10%	100% (1 month)
Completion of ethics application	5-10%	10%	100% (1 month)
<b>ADVISORY ROLE, eg fellowship applications</b>			
Fellowship applications	5-10%	10%	

\* The exact duration will depend upon the study aims, objectives, methodology, methods, setting and study participants

## NON-STAFF COSTS

Transcription costs - interviews	£1.08 per minute	Transcription costs 2-3 speakers
Transcription costs - focus groups	£1.36 per minute	Transcription costs 4 plus speakers
Focus group running costs	£200 per focus group	Room hire, refreshments
Participant reimbursent	£15 per participant	
Encrypted digital recorder	£300	
Equipment	£650	Computer equipment/ Excludes Research Councils and Charitable Trusts
Consumables - open access publishing	£1,500	Typical fee, travel, accommodation, subsistance
Conference attendance - UK	£1,000	Return rail or air fares
Travel & accommodation ( <i>outside London</i> )	Various	In accordance with funders' rules
Consumables - phone, stationary, etc	Various	