

**SSHRC General Research Fund (GRF)
2024 Terms of Reference**

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| Fund | Fund 530 – Sponsored Research. |
| Sources of Funding | The Social Sciences and Humanities Research Council of Canada (SSHRC) General Research Funds are externally restricted funds held by the Vice-President (Research and Innovation) into which the unspent funds of expired or terminated SSHRC grants are transferred once authorization has been received from the Sponsor. |
| Objective of Funding | The GRF is intended to be reinvested by the University of Alberta in order to support and enhance the quality of research and training in the fields of social sciences and humanities. The funds may be used to provide small start-up grants to new professors or professors changing their research direction, bridge funding to professors who are between applications, or additional funds to further support existing research programs. |
| Certifications | Pursuant to University Policy, all research involving human participants, animal subjects, pluripotent stem cells or biohazards must receive appropriate certifications and/or approvals before the research starts. Required certifications must be maintained throughout the research project or the duration of the specific activity. |
| Financial Reporting | The University is required to submit a Form 300 or 301 at the end of each fiscal year. |
| Indirect Cost Recovery | Not applicable. |
| End Date | Generally, 12 or 18 months after the Start Date. |
| Unspent Funds | Unspent funds at the end of the project will be returned to the University of Alberta’s GRF. No extensions will be permitted except in cases of extenuating circumstances. Requests for extensions require the written approval of the Vice-President (Research and Innovation). |
| Expense Eligibility | <p>The policies and requirements of the agencies stated in the Tri-Agency Guide on Financial Administration (TAGFA) apply at all times to the use of GRF funds.</p> <p>GRF funds must only be used to cover eligible expenses associated with the direct costs of research and all expenses charged to the GRF must be authorized by the person responsible for the GRF or his/her authorized delegate.</p> <p>Please consult the Use of Grant Funds section in the TAGFA to obtain additional information on eligible expenses, such as expenses associated with compensation, travel and accommodation expenses, research equipment and supplies, computers and electronic communications, dissemination of research findings, and miscellaneous services and expenses.</p> <p>In the absence of a written policy from the Tri-Agency, all expenditures must comply with existing University policies and procedures governing the use of funds.</p> |

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| <p>Non-Eligible Expenditures</p> | <p>The following expenditures are NOT eligible:</p> <ul style="list-style-type: none"> • Costs associated with facilities and basic utilities, the purchase and repair of office equipment, administration fees, insurance for research equipment and vehicles, and basic communication devices such as telephones and fax machines. • Any expenses that duplicate those included in a grant application that has been approved for funding. • Any expenditures for which the Project Holder derives a personal financial benefit. • Expenses that were incurred prior to the official start date of the project. • Salaries for Faculty members. <p>Please consult the Use of Grant Funds section in the TAGFA for examples of ineligible expenses.</p> |
| <p>Access to Funds</p> | <p>Applicants must be able to hold funding as per the “Eligibility to Apply for and Hold Research Funding Policy” in UAPPOL.</p> <p>There is no standard template for grant applications. Generally, applications must include a scope of work, budget (including amount being requested), budget justification, timeline, and SSHRC CV.</p> <p>These funds are intended as seed funding or bridge funding for researchers between grant submissions. It is intended that these grants are normally for 12 to 18 months in duration.</p> <p>The grant application should be submitted to: Leslie Parsad at parsad@ualberta.ca.</p> |
| <p>Maximum Funding Request</p> | <p>The maximum amount that can be requested for this program is \$5,000.</p> |
| <p>Deadlines for Submission of Applications</p> | <p>Applications should be submitted to Leslie Parsad at parsad@ualberta.ca by January 10, 2025.</p> |