

NSERC / SSHRC General Research Fund

Terms of Reference

Fund	Fund 530 – Sponsored Research.
Sources of Funding	The Natural Sciences and Engineering Research Council of Canada (NSERC) and 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 NSERC and 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 natural sciences and engineering or 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 to the Sponsor 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 Financial Administration Guide (TAFAG) 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 TAFAG 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-Agencies, 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 are not related to a grant application which 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 TAFAG for examples of ineligible expenses.</p>
<p>Access to Funds</p>	<p>As per the “Eligibility to Apply for and Hold Research Funding Policy” in UAPPOL, researchers may submit grant applications for support from the GRF through their Associate/Vice Dean (Research).</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, NSERC or SSHRC CCV, and a letter of support from the Department Chair and Associate/Vice Dean (Research).</p> <p>There is no restriction on the amount of funds that may be requested from the GRF, but it should be noted that 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>All proposals must have a New Proposal Request submitted and approved through the Researcher Home Page prior to submission of the application to the Office of the Vice-President (Research and Innovation). Instructions for submission of the New Proposal Request can be found HERE.</p> <p>The approved grant application should be submitted to: Leslie Parsad at parsad@ualberta.ca.</p>
<p>Amount of Funding Available</p>	<p>The amount of funds available in any given year is unpredictable. However, as required by NSERC/SSHRC guidelines, the University of Alberta must spend at least 50% of the opening balance of its GRF during each fiscal year.</p>
<p>Deadlines for Submission of Applications</p>	<p>There is no deadline for submissions of grant applications. Applications that are received by the Office of the Vice-President (Research and Innovation) will be adjudicated on an ongoing basis. Applications should be submitted to Leslie Parsad at parsad@ualberta.ca.</p>