

Guidelines for Research Funding

These guidelines are to clarify when funding, both internal and external, are to be classified and reported as research activity or non-research activity.

Funding is to be classified as 'research' when it is intended to conduct or support research activities. Segregation will be made between external and internal activity. There will be instances where funding is mixed for research and educational activities – in these scenarios the classification will be based on which activity has a higher percentage split (greater than 50%). When the total award is greater than \$100,000, and there is a mix of research and educational activities, consideration will be given to separate the funding into multiple projects.

Examples of awards to be classified as 'research':

- All Tri-Agency Awards
- Graduate Scholarships
- Travel Grants/Conferences – when related to research; i.e., disseminating or presenting findings
- Internal Start-up Funds
- Clinical Research
- Postdoctoral
- Fellowships/Trainees
- Construction - if upgrading a lab or space specific to research
- Gift Agreements – when directed to a research area
- Funding for Research Institutes (including operations)
- Industry Funds
- Summer Studentships – when directed to research activity

Examples of awards not classified as 'research':

- Construction if it is not lab-specific; i.e., upgrading a common area in a building
- Funding targeted towards course-based educational activities
- Undergraduate Scholarships
- Post Graduate Medical Education (PGME)/Residency Training

Who can be a Project Holder

A Project Holder should have background and training in the scientific or administrative oversight necessary to manage the sponsored project. To hold a Project at the University the individual must meet the eligibility requirements of the Sponsor as defined in the granting agency guidelines or contract. In addition, the Principal Investigator (or Project Holder) must meet one of the following criteria:

- Academic Appointee - any employee of the University holding an Academic Appointment (Continuing, Limited Term, Contingent Term or Sessional) or a non-employee of the University holding a Clinical, Adjunct, or Emeritus Appointment.
- Manager, level M1 or above.
- Professional, level P3 or above
- Research, level R3 or above.
- Technical Professional, level T3 or above.
- For Qatar any employee is eligible, provided sponsor guidelines allow for this provision.

Postdoctoral Fellows (PDF 175) and Postdoctoral Associates (PDF 162) are not eligible to hold Research Projects directly under the University's Authority Matrix; funds awarded to Postdoctoral Researchers will be held in the Academic Supervisor's name.