

Graduate Enhancement of Tri-Council Stipends (GETS) Guidelines

Preamble

In the 2010-11 fiscal year, a fund to enhance (through “matching” funds) the number of doctoral and Master’s students funded from tri-council grants was established. The fund recognizes the differential difficulty in securing grants from the tri-council agencies, *i.e.*, Social Sciences and Humanities Research Council (SSHRC), Natural Sciences and Engineering Research Council (NSERC), and Canadian Institutes of Health Research (CIHR).

The GETS program was initially funded by 350k\$ (baseline) from the 2010-11 fiscal year academic enhancement fund (AEF) and 350k\$ (baseline) from the Faculty of Graduate Studies Research Assistant (RA) fund. In 2011-12 fiscal, an additional 1M\$ was added to the GETS program, yielding a total fund of 1.7M\$.

Terms of Reference

1. Recognizing:
 - a) the differential difficulty in obtaining a SSHRC, NSERC, or CIHR grant;
 - b) the differential level of support a student funded by a SSHRC, NSERC, or CIHR grant typically receives; and
 - c) the number of students a typical grant can support (which is related to the differential support),the funds paid to a graduate student from a tri-council grant can be “matched” as follows: SSHRC = 2.5[†], NSERC= 1.4[†], and CIHR = 1.0[†]. Therefore, for each stipend dollar paid to a graduate student from a SSHRC, NSERC, or CIHR grant, the GETS program will provide 2.5, 1.4, and 1.0 “matching” stipend[‡] dollars, respectively. Note that stipend dollars refers to non-employment income.
2. The GETS program will cost share the funds paid to a graduate student (*i.e.*, tri-council grant contribution + GETS contribution) up to the maximum indicated in Table 1.

Table 1. Maximum Stipends

Agency	Master’s	Doctoral
SSHRC	\$12,000	\$15,000
NSERC	\$16,500	\$19,000
CIHR	\$17,850	\$19,000

The following table provides the relative contributions to be cost shared to fund a graduate student to the maxima permitted under this program.

[‡] A stipend is taken herein to comply with CRA bulletin IT-75R4. Accordingly stipends are “*amounts paid or benefits given to persons to enable them to advance their education.*”

[†] Hall, F., 2009. “*Rationale for the allocation methodology for graduate student support funds*”, Faculty of Graduate Studies, University of Calgary, 5 pp.

Table 2. Annual Cost Sharing Contributions

Agency	Master's			Doctoral		
	Tri-council	GETS	Total	Tri-council	GETS	Total
SSHRC	\$3,428.57	\$8,571.43	\$12,000.00	\$4,285.71	\$10,714.29	\$15,000.00
NSERC	\$6,875.00	\$9,625.00	\$16,500.00	\$7,916.67	\$11,083.33	\$19,000.00
CIHR	\$8,925.00	\$8,925.00	\$17,850.00	\$9,500.00	\$9,500.00	\$19,000.00

Supervisors may chose to pay a graduate student more than the respective total shown in table 2, as the amount paid from the tri-council grant would be less than the maximum permitted tri-council amount given in Table 1a; the GETS program will only match to the maxima given in Table 1. The contribution from the GETS funds must be paid to a graduate student as a stipend[‡].

- The types of grants that are eligible for GETS support are indicated in Table 3.

Table 3. Eligible Grant Types

Agency	Grant Type
SSHRC	partnership, standard, strategic, development
NSERC	discovery, strategic, CRD
CIHR	strategic, operating

First-time renewals of existing multi-year grants, from agencies that award such grants (e.g., NSERC discovery, CIHR operating), are eligible for support.¹ However, only (*new or first-time renewal*) grants with a start date of 1 April 2010 or later will be considered.

- The 1.7M\$ fund will be partitioned into three sub-funds: specifically, 575k\$, 575k\$, and 550k\$ will be allocated to CIHR, NSERC, and SSHRC grant funded students. If the monies in a sub-fund(s) are not spent they will be allocated to depletion to the other sub-fund(s) equally (to the extent possible).
- Each eligible (individual) grant is limited to a maximum of one (1) student. For team grants, each investigator is limited to one (1) student to a maximum of three (3) investigators (*i.e.*, 3 students).
- Limits on duration of funding:
 - Master's student: first two (2) years of graduate program
 - Doctoral student: first four (4) years of graduate program
 Total duration of support for any graduate student may not exceed four (4) years.
- Full-time and part-time graduate students are eligible for support.
- "Matching" funds will be provided on a year-by-year basis and are subject to availability.
- The funds will be administered on an ongoing basis. A complete application is required in order for a request to be considered. If awarded, funds must be spent in the fiscal year applied for.

¹ This change implemented January 2012.

10. Each principal investigator (PI) / collaborator must complete a GETS application form (located on the FGS website) in order to obtain funds. They must provide a FOAP from which the (new) tri-council grant funds will be paid to the student.
11. The Faculty of Graduate Studies will administer the GETS fund. Funds will be allocated, to depletion, in accordance with the priorities as ranked below.

Table 4. Priorities Governing the Allocation of GETS Funds

Priority	Factor	Comments	
Highest	1	Grant type	The grant types listed in Table 3 for each Tri-council agency are given in order of priority, e.g., a CIHR strategic grant is prioritized over a CIHR operating grant.
	2	New to UofM?	Faculty members that are new (defined here as within the first five (5) years of appointment) to the University of Manitoba will be prioritized.
	3	First academic appointment?	Applicants who have not held a previous academic appointments (i.e., assistant, associate, or full professor) any where else will be prioritized.
	4	Doctoral student?	Funding doctoral students is a higher priority than funding master's students.
Lowest	5	New to granting agency?	Faculty members that have not previously held a grant from the Tri-council agency in question (i.e., SSHRC, NSERC, or CIHR) will be prioritized.
	6	Student (Award) GPA	The award GPA of the student being funded will be used as the final tiebreaker, if required.

Example:

There are 23 CIHR applications to the GETS program; of these 4 are strategic grants and 19 are operating grants. It is estimated that funds exist to support only 8 CIHR applications.

Factor	Comments	Number funded by criterion
Grant type	The 4 strategic grants rank higher than the operating grants (Table 3). Students supported from all 4 strategic grants will be funded.	4
New to UofM	Of the 19 operating grants 2 were submitted by faculty members that are new (i.e., within the first 5 years of appointment) to the UofM; students supported by both of their grants will be funded.	2
First academic appointment	Criterion not required. Proceed to next criterion.	0
Doctoral student	Of the 17 remaining operating grants from faculty that are not "new", 11 propose to fund a doctoral student and 6 propose to fund a master's student. Next criterion required.	0
New to granting agency	Of the 11 applications funding doctoral students, 1 applicant is new to CIHR, i.e., this is her first time to apply to CIHR. Her application is funded.	1
Student GPA	Of the 10 remaining applications to fund doctoral students, the applicant supporting the student with the highest GPA is funded.	1
Number of applications funded		8

Addendum

The GETS program is a partnership between the Faculty of Graduate Studies and the student's academic advisor providing stipend support. The responsibilities of the academic are as follows:

1. Submit a complete and accurate GETS application to the Faculty of Graduate Studies.
2. Submit the appropriate paperwork to the Awards Officer in a timely manner to ensure that the student receives payment promptly. Ideally the paperwork should be submitted two weeks before the funding start date. Depending on the nature of the payment to the student, the appropriate paperwork may include any or all of the below listed items:
 - a. A copy of the Scholarship, Fellowship Bursary form showing payment of the grant portion from the grant FOP listed in the GETS application.
 - b. If retroactive, a FAST printout showing the payments and commitment to the student from the grant FOP listed in the GETS application.
 - c. A partially completed GL correction form if a GL correction is required may also be required.
3. Communicate with appropriate departmental staff regarding payment from the grant FOP and/or any other paperwork required as per point 2.
4. Notify the Awards Officer if the payments to the student from the grant FOP are changed, as this may impact GETS funding eligibility.
5. Notify the Awards Officer if the student's status changes, as this may impact GETS funding eligibility.
6. Notify the student of the grant/GETS funding details.

As part of this partnership, the responsibilities of the Faculty of Graduate Studies are as follows:

1. Reply to inquiries in a timely manner.
2. Send out GETS funding notices to the applicant 4 to 6 weeks after the award deadline.
3. Submit Scholarship, Fellowship, Bursary form for the GETS portion of the funding.
4. Make changes to GETS portion of student funding as required.

The Faculty of Graduate Studies thanks you in advance for your cooperation and participation in the GETS program.