October 25, 2017

TO: Deans and Directors of Faculties and Schools
FROM: Dr. Digvir Jayas, Vice-President (Research & International)


I am writing to initiate the 2018-19 RSF Call for Proposals for the Direct to Faculties/ Schools and Physical Plant (including animal research facility upgrades) portions.

1) Direct to Faculties/Schools:

In allocating our 2018/19 grant accordingly, approximately twenty and twenty-five percent (20%-25%) of our overall grant will be dispersed directly to faculties/schools to offset eligible expenditures incurred in the 2018/19 fiscal year.

We are anticipating a grant of $8.5M which is net of funds allocated to our affiliated health research affiliates. In assuming a grant of this size, a maximum of approximately $2.2M will be available to units under the Direct to Faculties/Schools portion representing close to 26% of our net grant.

The distribution of Tri-Council funding (based on a three-year average) will serve as a guide in determining the funding allocated to specific faculties/schools. Attached for your information is a table which details this funding for the period 2014/15 to 2016/17 (the data period for the 2018/19 Research Support Funds).

2) Physical Plant – Research Facilities Upgrades:

An allocation of $950,000 from the 2018/19 RSF for Physical Plant to address issues related to the renovations and maintenance of research facilities.

3) Physical Plant – Animal Care Facilities Upgrades:

An allocation of $250,000 from the 2018/19 RSF for Physical Plant to address issues related to the renovations and maintenance of animal care research facilities upgrades. The amount submitted for this section is based on the approvals of the upcoming Infrastructure Planning Committee Meeting in December 2017.

Call for Proposals

Proposals should detail how funds are intended to be used bearing in mind the overall program objective to strengthen our research infrastructure making optimal use of federal investments in research and enhance our overall research performance.
Please review this information carefully in preparing your proposal.

Proposals are to consist of three parts as follows:

1. **Description of Current Capacity and Needs**

   For each of the eligible expense categories (facilities, resources, management and administration, regulatory requirements and accreditation, intellectual property), please provide a brief (1 page), qualitative description of your current capacity and needs. Information from the RSF entitled “About the Program” is attached.

2. **Description of Funding Request**

   For each of those categories in which you are requesting funding, describe how funds would be used incrementally to enhance your research infrastructure. In describing the proposed use of these funds, please refer to the sub-categories listed in the attached information from RSF entitled, “Eligible and Ineligible Expenditures”.

   Please note RSF cannot be used as matching funds for any federal program, in particular, for CFI awards. In this regard, RSF cannot be used to cover renovation costs associated with CFI awards.

   As well, RSF cannot be used for the purchase of any equipment eligible for funding under other federal programs.

   Please keep in mind expenses must occur during the fiscal year 2018/19 in order to be eligible. Those occurred outside this time frame are considered ineligible.

3. **Financial Spreadsheets Summarizing the Funding Request**

   Attached is an excel spreadsheet Request Summary to be used for your financial request. You will note on reviewing this form there are three columns that summarize: (1) the Direct to Faculties/Schools request; (2) the Physical Plant (Research Facility Upgrades) request; and (3) the Physical Plant (Animal Research Facility Upgrades) request.

Proposals should be submitted to Laura Deen no later than January 19, 2018 at 4:30 pm and will be assessed in terms of the degree to which they meet the overall program objectives as well as the distribution of Tri-Council funding received by faculties/schools.

Thank you for your attention to this matter. Please feel free to contact VPRI Budget Officer, Laura Deen at 474-7174 or Laura.Deen@umanitoba.ca should you have any questions.

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Enclosures

copy: Dr. David Barnard, Dr. Janice Ristock, Mr. John Kearsey  
Dr. Gary Glavin, Mr. John Doering  
Associate Deans (Research)/Research Liaison Officers  
Physical Plant