

TRAILBLAZER ADVENTURER
INNOVATOR DEFENDER CHALLENGER
ADVENTURER TRAILBLAZER DEFENDER VISIONARY
VISIONARY ADVENTURER TRAILBLAZER CHALLENGER DEFENDER VISIONARY

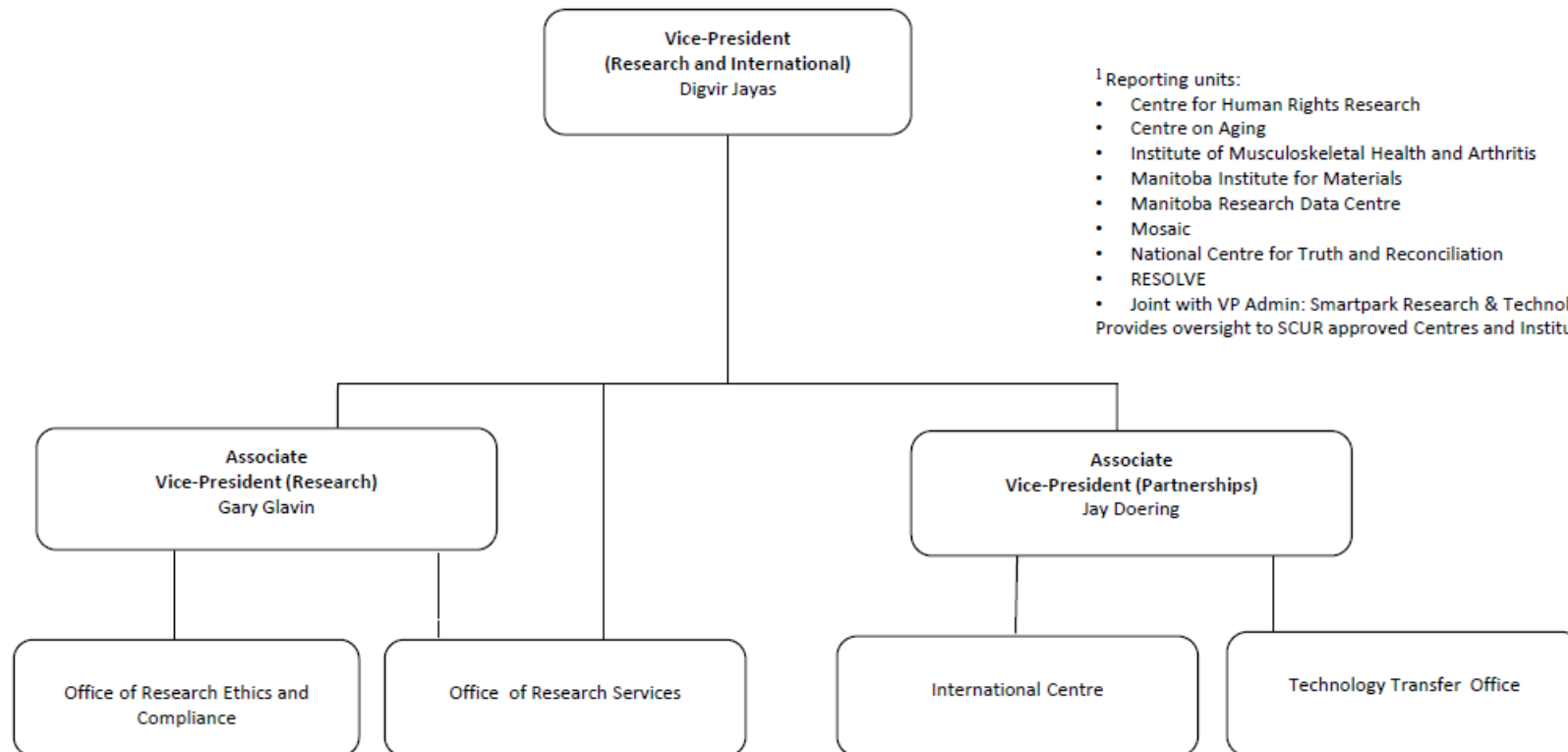
New Faculty Orientation 2017

Office of Research Services (ORS)



UNIVERSITY
OF MANITOBA

Office of the Vice-President (Research and International)¹



¹ Reporting units:

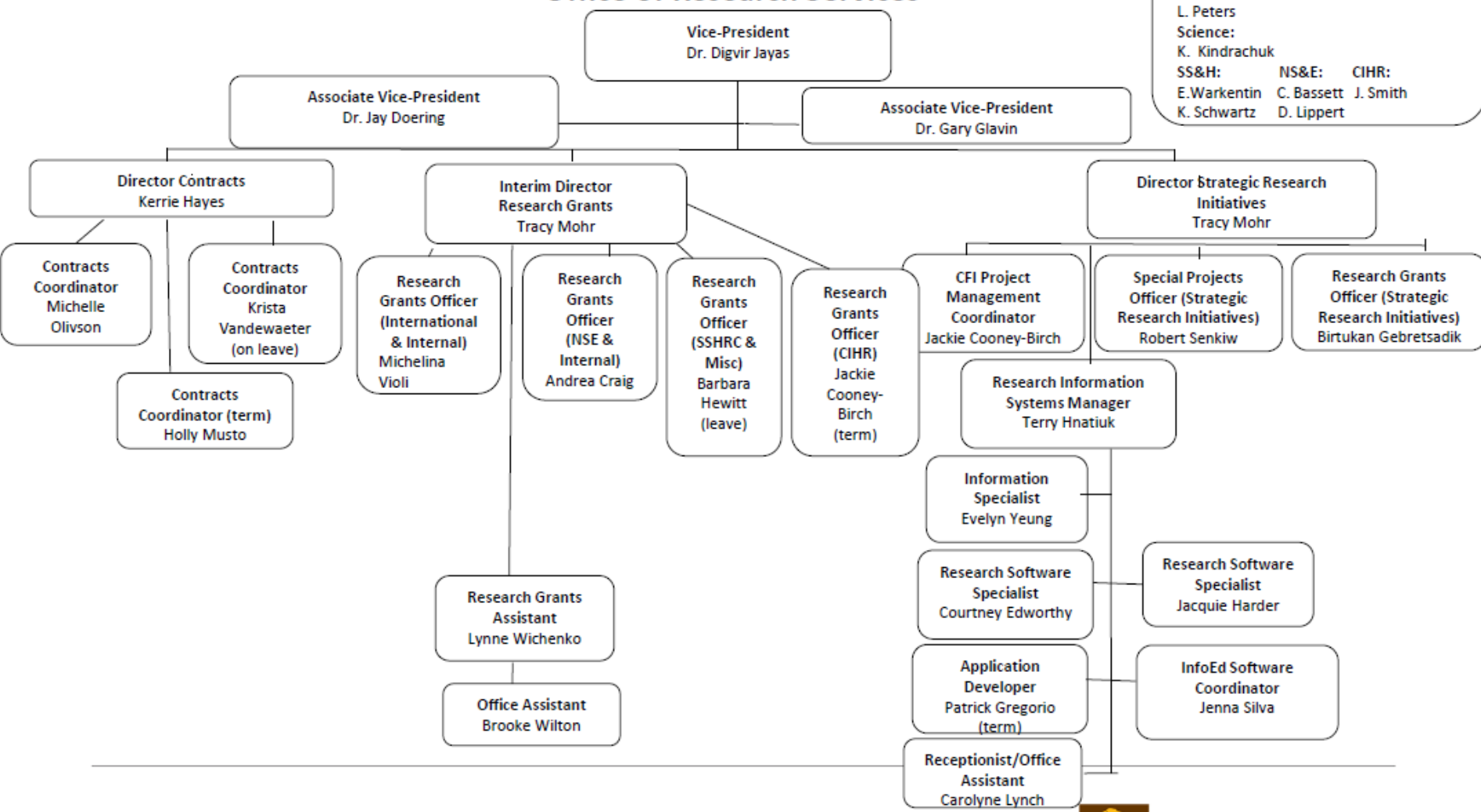
- Centre for Human Rights Research
 - Centre on Aging
 - Institute of Musculoskeletal Health and Arthritis
 - Manitoba Institute for Materials
 - Manitoba Research Data Centre
 - Mosaic
 - National Centre for Truth and Reconciliation
 - RESOLVE
 - Joint with VP Admin: Smartpark Research & Technology Park
- Provides oversight to SCUR approved Centres and Institutes



Office of the Vice-President (Research and International)

Office of Research Services

Research Facilitators:
 Riddell Faculty of Earth Environment
 and Resources:
 L. Peters
 Science:
 K. Kindrachuk
 SS&H: NS&E: CIHR:
 E. Warkentin C. Bassett J. Smith
 K. Schwartz D. Lippert



The Role of ORS

- Keep you apprised of funding opportunities and changes to programs
- Advise you on strategic preparation of grant and contract funding
- Ensure regulatory compliance requirements are met
- Provide institutional support for large-scale initiatives



Research Information Systems Manager: Terry Hnatiuk

My Research Tools: <http://umanitoba.ca/myresearch/>

Web applications to support UM researchers by helping to:

- Identify internal and external collaborations
- Locate potential funding opportunities
- Manage your research project/proposal information online



MRT - Main Tools

SPIN:

- An external funding opportunity database
- Ability to save searches and setup automatic email notifications

Profile, Keywords, Collaboration:

- Enter your research expertise (keywords and descriptions) making it viewable on UM homepage - using 'Research Experts' (next to people search)

My Research Projects:

- View current project/proposal status and financial summary
 - View protocol expiry date
 - Find your UM Project #
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Funding Application Approval Form (FAAF)

FAAF must be submitted to ORS with a copy of the research proposal prior to submission to the funding agency.

Finance cannot establish a fund without a FAAF

FAAF includes:

- Research Project details
- UM signatures (PI, Co-PI, Department Head, Dean, ORS Director)
- Ethics and compliance declarations
- MB Health Research Initiative



Institutional Costs

UM Institutional Costs Policy: Recovery of costs to conduct research

Tri-Agency programs: 0%

- Grants: 15% or posted rate
- Contracts: 30%

Distribution:

- 25% researcher
- 25% Dean & Department
- 30% Administration; 20% Research Development



Watch for Research Funding Notices

- Research Funding Database – get signed up
(Individual session by Research Info Systems staff)
- Research funding announcements via ADR/RLOs:
 - ORS Weekly Funding Opportunities e-newsletter
 - Research Grants Officers for major competitions *(with internal timelines)*
- ORS website



Proposal Development Support

Research Facilitators

- 7 within various disciplines
- Proposal development and review; identify funding sources; community engagement activities

Research Grants Officers

- 6 Research Grants Officers + 1 Research Grants Assistant
- Proposal and compliance review; liaises with granting agencies



Proposal Development Support continued

SSHRC

Barbara Hewitt (RGO); Karen Schwartz & Elyssa Warkentin
(Research Facilitators)

NSERC

Andrea Craig (RGO); Chantal Basset, Dustin Lippert, Kristen
Kindrachuk, Lisa Peters (Research Facilitators)

CIHR and other Health

Jackie Cooney-Birch (CIHR RGO)

Michelina Violi (Health RGO effective Sept/17)

Lynne Wichenko (Post-Award Grants Assistant)

Jodi Smith (Research Facilitator)



Proposal Development Support continued

Canada Research Chairs/Canada Foundation for Innovation

Birtukan Gebretsadik (RGO)

Project Management Coordinator (vacant)

Mitacs, Genome Canada, Western Diversification

Robert Senkiw (RGO)



ORS Internal Deadlines

For large, complex grants (e.g., tri-agency and those that require institutional support letters):

- submit to ORS with FAAF 2 weeks in advance of agency deadline.

For other 'rolling' grants:

- 7 days in advance of agency deadline for most competitions

Best to contact ORS as soon as possible in the process:

- Applications may require additional institutional actions (*e.g., institutional registration, creation of new agency accounts, institutional certifications, etc.*)
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Our Expectations of You

- Communicate with us (RGOs and Research Facilitators) early in your decision to submit a proposal so we can plan for proposal development support (*but have multiple competing demands*)
- Take advantage of local review committee expertise
- Attend proposal development workshops
- Keep to deadlines (internal and external)
- Be aware of policies (compliance, institutional costs, etc)
- Develop a 5-year research plan: **start-up funds end after 3 years**



Internal Funding Opportunities

- Small Research Equipment Funding Program (July 31)
- University Research Grants Program (October 15)
- UM/SSHRC Small Grants Program (October 15, March 1)
- University Creative Works Grant (May 1)
- University Collaborative Research Program (October 15)
- University Indigenous Research Program (October 15)
- Travel & Conference Sponsorship Program (October 31)
- Undergraduate Research Awards (February 15)



Things to consider with International Funding opportunities

- Expect a longer lead time for preparation and submission
- Applications can be complex and budgets more comprehensive
- Agency policies and rules as well as foreign laws (e.g., audits)
- Eligibility (agency may not fund international researchers)
- Ongoing and extensive financial and progress reporting



International Funding... continued

- Foreign currency fluctuations
- Indirect costs (institutional costs)
- Need for international partners and local assistance to manage projects
- Access to international sites, local laws/regulations, political environment
- Need to sign contract(s) with sponsors and/or partners/collaborators
- Heightened post-award management and accountability



Is it a grant or is it a contract?

- A grant is unrestricted funds
- A contract is anything where the University is accepting risk, or has an obligation. Some examples include:
 - Ownership, IP
 - Publication requirements
 - Indemnity
 - Funds contingent on a deliverable or milestone



How are research contracts processed?

- ORS reviews research contracts and addresses concerns by researcher(s) and business terms.
- As per UM policy, all research contracts (non-UM templates) are reviewed/stamped by legal counsel.
- UM Technology Transfer Office may be consulted on intellectual property issues if necessary.
- International Office may also be consulted if required.



Once an agreement is finalized...

- ORS obtains signatures for agreement execution.

Researchers cannot sign on behalf of the University

- ORS will send the researcher an executed copy.
- ORS will award funds and communicate with research accountant to set up FOP (if applicable).



How can I speed up the contract process?

- Send all relevant information:
 - Completed PI Questionnaire
 - Protocol/Proposal/Statement of Work
 - Budget (and Budget Justification if required)
 - Required Ethics approvals
 - # of anticipated participants (if applicable)
 - Administrative contact info at sponsor/agency from which you received the agreement
 - Fully signed FAAF (if you haven't already submitted)
- Timely response to requests from ORS and Legal Office



Research Contracts Department

Director: Kerrie Hayes

Contract Coordinators:

- Michelle Olivson
- Holly Musto (term until Aug/17)
- *Krista Vandewaeter (on leave until August/17)*
- Michelina Violi (term until Sept/17)



Post-Award Procedures

- Ensure ethics certifications in place and send to ORS RGO
- Send Award Notice to ORS RGO (some agencies send directly to researcher)
- Record dates for project milestones and progress reporting to agency

Next steps:

- ORS will record info in InfoEd
- Grant accountant will email you with FOP info



Office of Research Ethics and Compliance

In an environment of increased accountability:

Animal Ethics:

- Tracy Van Osch, Coordinator 474-6182
- Dr. Richard Hodges, Director of Animal Care 474-6557

Human Ethics:

- Pinar Eskicioglu, Coordinator (Ft. Garry Campus) 474-7122
- Shelly Rempel-Rossum, Coordinator (Bannatyne) 789-3389

Controlled Goods:

- Rick Jansen, Director, Security Services 474-8709

Environmental Health and Safety:

- Steve Cole EHSO 789-3675 / Leona Page 789- 3613
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Research Integrity: Responsible Conduct of Research

UM adheres to the Tri-Council Framework for the Responsible Conduct of Research

- Research Integrity Online Course (delivered through UMLearn platform)
- Required for all Graduate Students (*highly recommended for all faculty*)



Research Awards

Research Awards Administrator: Brent Deere

Awards Assistant: Kristina Belling (as of July 19)

- Tracks all awards and honours' opportunities and notifies researchers/units of upcoming deadlines.
- Assists faculty and submits on behalf of the VPRIO approximately 45 nominations a year (e.g., Royal Society, Killam Prize, SSHRC Gold Medal, YWCA Women of Distinction, etc.)
- Members of the university community are encouraged to nominate colleagues for provincial, national and international research awards and honours.



Thank you!

Questions?

