New Faculty Orientation
Research Services
July 12, 2012

Dr. Gary Glavin
Associate Vice-President (Research)
Research Income (UM and Affiliates) 2010-11

<table>
<thead>
<tr>
<th>Years</th>
<th>Affiliates</th>
<th>UM Sponsored</th>
</tr>
</thead>
<tbody>
<tr>
<td>2006-07</td>
<td>$132.7</td>
<td>$154.9</td>
</tr>
<tr>
<td>2007-08</td>
<td>$20.8</td>
<td>$161.7</td>
</tr>
<tr>
<td>2008-09</td>
<td>$22.0</td>
<td>$172.1</td>
</tr>
<tr>
<td>2009-10</td>
<td>$20.7</td>
<td>$164.4</td>
</tr>
<tr>
<td>2010-11</td>
<td>$20.5</td>
<td>$165.7</td>
</tr>
</tbody>
</table>
Research/Creative Works Performance Snap Shot

RESEARCH FUNDS BY SOURCE 2010-11

- Federal Government: 42%
- Provincial Government: 18%
- Other: 40%

TOTAL: $165.7 MILLION

SPONSORED RESEARCH INCOME 2006 TO 2011 (SMILLIONS)

- 2006-07: $154.9
- 2007-08: $161.7
- 2008-09: $172.1
- 2009-10: $164.4
- 2010-11: $165.7

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

Vice-President (Research and International)
Digvir Jayas

Associate Vice-President (Research)
Gary Glavin

Office of Research Ethics and Compliance
Office of Research Services

Associate Vice-President (Partnerships)
James Blatz

Office of International Relations

¹Reporting units:
• Centre on Aging
• Manitoba Institute for Materials
• Centre for Human Rights Research
• RESOLVE
• Richard Centre for Functional Foods and Nutraceuticals
• Joint with VP Admin: Smartpark Research & Technology Park
Introduction to the four Offices reporting to the Vice President (Research and International)
Office of Research Services interacts regularly with Research Promotions, Human Ethics, Animal Care and Use Program, Legal, TTO, and Financial Services, as appropriate.
Office of Research Ethics and Compliances (OREC)
Technology Transfer Office

Associate Vice-President (Partnerships)

Director
TBD

Reception/Office Assistant

Marketing Coordinator

Technology Managers
• Odd Bres, Ph.D.
• Neeraj Visen, Ph.D.
• Jody Dexter, Ph.D.
• TBD

Financial and Admin Officer

Technology Transfer Coordinator
Office of International Relations

- Associate Vice-President (Partnerships)
- Director
  - Rhonda Friesen
- Confidential Secretary
  - Heather Delorme
- International Development Project Officer
  - Cameron Zywina
- Manager, International Cooperation Agreements
  - Rhonda Friesen
- Administrative and Communications Assistant
  - Suzanne Moore
Vice-President (Research and International): Dr. Digvir Jayas

Major responsibilities include:

- Responsible for providing overall leadership in the development, administration and promotion of University research.
- Working closely and collaboratively with deans/directors, associate deans (research)/research liaison officers, the directors of affiliated research organizations/institutes and members of government and business/industry,
- Works to build and promote the University's research strengths and achievements, in particular, and Manitoba's research capabilities in general.
- Is the chief liaison on matters related to University research with external research organizations, other public sector institutions with research mandates, government ministries, departments and funding agencies, and research foundations and associations.
Office of the Vice-President (Research and International) Responsibilities (continued)

- **Research planning**, in conjunction with the Vice-President (Academic) and Provost;
- Developing and monitoring **research-related policies** and procedures;
- Ensuring the effective and efficient provision of research and technology development services (which include: research grant and contract services; human and animal ethics; technology transfer, and research promotion/marketing);
- Administering the University's **internal research support** programs;
- Overseeing the activities of **university research centres/institutes**;
- In collaboration with the Office of the Vice-President (Administration), leading the development of **Smartpark**, the University's research and technology park.
Strategic Research Plan

Objectives

• To maintain and enhance research capacity in existing areas of research strength;

• To build research capacity in emerging areas of research strength;

• To foster networking, partnerships and collaborations between disciplines and across sectors;

• To provide unique research training opportunities for graduate students and other trainees.

http://umanitoba.ca/research/ors/media/SRP_Summary_April_2012_.pdf
Associate Vice-Presidents (Research and Partnerships)

- Work closely with Associate Deans (Research) /Research Liaison Officers
- Work closely with ORS and TTO
- Very importantly, they work closely together so that no issue “falls between the cracks”
- Intent is to have a “seamless” office so that when and if anyone is away, the other can handle the situation and ensure that “no research is left behind”
Associate Vice-President (Partnerships)
207 Administration Building
Winnipeg, MB R3T 2N2

Major responsibilities include providing oversight of programs related to:

- Technology Transfer Office
- The Office of International Relations
- Tri-Council Partnership Programs
- High Performance Computing
- Manitoba Institute for Materials
- Richardson Centre for Functional Foods and Nutriceuticals
Major responsibilities include providing oversight of programs related to:

- Canadian Institutes of Health Research (CIHR)
- Manitoba Health Research Council (MHRC)
- Health Research Infrastructure Program
- Manitoba Institute for Child Health (MICH)
- Manitoba Medical Service Foundation (MMSF)
- The Dr. Paul H.T. Thorlakson Foundation Fund
- OREC
  - Animal Ethics
  - Human Ethics (REBs and Research Quality Assurance Program)
  - Environmental Health and Safety Office Liaison (EHSO)
  - Controlled Goods
Associate VP (Research) continued

- Canada Research Chairs (CRC) Program
- Natural Sciences and Engineering Research Council of Canada (NSERC)
- Social Sciences and Humanities Research Council of Canada (SSHRC)
- Awards Nomination
- Internal Research and Creative Works Grants
- Travel and Conference Sponsorship Program
- Canada Foundation for Innovation
Research Integrity: Responsible Conduct of Research

• UM has signed on to the Tri-Council Framework for the Responsible Conduct of Research
• Our policies reflect this framework
• We have purchased an on-line tutorial from the Epigeum Group (UK)
• Required for all Graduate Students; **highly recommended for all faculty**
• About 8 hours to complete, at your leisure
• A certificate of completion will be generated
Office of Research Services (ORS)
Barbara Crutchley, Director

Nancy Klos, Associate Director
Research Grants Programs: CIHR, NSERC, SSHRC, Internal Grants

Tracy Mohr, Associate Director,
Institutional Programs: Canada Research Chairs, Canada Foundation for Innovation, Genome Canada, Networks of Centres of Excellence
Terry Hnatiuk, Research Information Systems Manager

My Research Tools
go to: http://umanitoba.ca/research/ors/mrt.html

A new set of web applications to provide researchers with support in relation to their research portfolio, internal and external collaborations, and potential funding opportunities.

- Allows units, faculties to produce summary reports on research funding.
Main Tools:

1) **Profile, Keywords, Collaboration and Funding Opps**
   - Enter your research expertise keywords and descriptions, CV, languages, international activities
   - Sign up to receive external funding opportunities alerts

2) **Expertise Search (Internal and External)**
   - Internal - Search all information (both public and university-only) entered by UM researchers
   - External - collaborators/visitors can use the Experts Search feature to view public content.

3) **My Research Projects**
   - View the current status and financial summary of your research projects and proposals

4) **Research Grant Funded Student Jobs**
   - Post your research student jobs here and your posting will be viewable online
Funding Application Approval Form (FAAF)

A *completed* FAAF must be submitted to ORS with a copy of the funding proposal before submitting the proposal to the Sponsor.

The completed FAAF includes:

- Research Project details
- All UM signatures (PI, Co-Inv., Department Head, Dean)
- Ethics and Compliance declarations
- Response to MB Health Research Initiative

*Finance cannot establish a fund without a FAAF!*
Office of Research Ethics and Compliance (OREC)

In an environment of increased accountability:

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

**Human Ethics**
- Maggie Bowman (Ft. Garry Campus) 474-7122
- Shelly Rempel-Rossum (Bannatyne) 789-3389

**Research Quality Management**
- Monica Woods, RQ Assurance Manager 272-3121

**Controlled Goods**
- Linda Lavallee, Director, Security Services) 474-8709

**Environmental Health and Safety**
- John van Delden  EHSO 474-9290
- Steve Cole  EHSO 789-3675
- Dr. Peter Nickerson, Radiation Safety 789- 3375
Animal Care
Ms. T. van Osch, Coordinator

Animal Care/Veterinary Services supports and facilitates the research program by:

• Ensuring compliance with the Canadian Council on Animal Care;
• Providing veterinary care and ensuring that animal welfare needs are addressed;
• Delivering an education program and promoting the education of animal users;
• Providing an ethical review of all animal use protocols;
Human Ethics
Ms. M. Bowman, Human Ethics Coordinator (Fort Garry)
Ms. S. Rempel-Rossum, Human Ethics Coordinator (Bannatyne)

The Ethics of Research involving Human Subjects

- Universities are mandated by the national granting Councils to adhere to the principles and articles stipulated in the Tri-Council Policy Statement (TCPS) to receive their funding.
- The University established five Research Ethics Boards (REBs) to review and approve protocols.
- Implementing and adhering to the policies is a shared responsibility by the administration (including central, faculty and departmental), the Office of Research Services, and researchers (including faculty members, students and staff).
Human Ethics (continued)

Responsibilities of the Administration:

Central Administration

- (Vice-Presidents Academic/Provost, Administration, and Research) – joint executive responsibility for implementation of policies. ‘Research’ provides administrative overview to ensure practices and procedures are in place/applied in compliance with policy (e.g., TCPS).

Human Ethics Secretariat

- The Coordinators provide administrative support to REBs, receive and process all protocol submissions, liaise with REB chairs and researchers, respond to queries from staff and from the public, promote awareness of the TCPS, and educate researchers on the ethical conduct of research through workshops and other methods.
Quality Assurance in Human Research
Research Quality Assurance Manager,
Monica Woods, 272-3121, 053 Apotex Centre

U of M has the responsibility to provide educational and oversight supports for research conducted with human participants.

Research and Quality Assurance Program

Tri Council C.O.R.E. Course (Course on Research Ethics) – The University requires all who propose to use human participants to complete this course on line, at their convenience
Controlled Goods and Biosafety

• The University of Manitoba is registered with the Controlled Goods Directorate (CGD), which is a Federal Government Program that regulates and controls the examination, possession, and transfer in Canada of controlled goods and/or controlled technology. A security check is required for those doing research in the controlled goods area.

• The EHSO administers a biological safety program under the direction of the Biological Safety Advisory Committee (BSAC). This program provides resources and guidance for the compliant, safe and responsible use of biological materials.
AWARDS
Brent Deere, Research Awards Administrator
474-8697

• Tracks all awards and honours opportunities and keeps researchers/units informed of upcoming deadlines.

• Assists faculty and/or submits on behalf of the VPRIO approximately 45 nominations a year. (Examples: Royal Society, Killam Prize, SSHRC Gold Medal, YWCA Women of Distinction).

• We encourage all members of the university community to nominate colleagues for provincial, national and international research awards and honours.
Research Environment
What you can expect from ORS

- Funding opportunities information and changes to funding programs
- Provide access to resources for improved submissions
- Advise you on strategic preparation of submissions for funding
- Assist in development of efficient grant management
- Ensure regulatory compliance requirements are met
- In the case of large initiatives, provide institutional support (financial, networking and liaison)
- Provide advice on intellectual property issues related to research

Provide excellent service to support our researchers, and facilitate their research and creative work
Our Expectations of You

- Keep us informed of your activities
- Communicate early in your funding search so we can assist you during the process, not after
- Ask for information you don’t have
- Take advantage of local review committee expertise
- Attend proposal development workshops
- Keep to deadlines (internal and external)
- Be aware of policies that affect you
- Develop a 5-year plan
- **Reminder that start-up funds end after 3 years**
- Let us help you celebrate!
Distinction of Types of Awards

A Grant:

• is financial support for research in a particular subject area or field, without any formal detailed stipulations as to the direction of research
• the funds are not attached to a specific objective or performance outcome.
• no direct remuneration to the principal investigator or co-investigators
• no specific transfer of results to the grantor; however, a final report giving the results of the research is usually submitted to the grantor
• payment to University of Manitoba is generally made in advance of expenditure
A Contract:

A contract is an agreement between legal entities, namely the Sponsor and the University (not the individual), to provide financial support to conduct research in a particular subject area or field under specific conditions which may:

- specifically outline the scope and nature of the research
- set the time period(s) for the activity
- define the deliverables
- establish ownership, patent rights and licensing arrangements
- provide for confidentiality of information supplied and created
- establish budget approvals and payment schedules (payment may be made as work accomplished is invoiced)
Support For External Research Funding

- Research Funding Database
- Announcements of funding programs
- Internal procedures and deadlines for processing grant applications
- Interpretation of grant program guidelines
- National granting agencies competition results
Assistance in grant/contract proposal development

- Advice/assistance on preparation of grants/contracts
- Liaison with granting agencies (grants) and industry (contracts)
- Information on university research-related policies and procedures (e.g., indirect costs)
- Automatic administrative review of all external research grant applications
- Peer/scientific pre-review of external research grant applications (upon request)

Contact:

Contracts: Krista Vandewaeter 474-6681
SSHRC, International and Miscellaneous: RGO TBD 474-8390
Grants Facilitators: Karen Schwartz 474-9075, Elyssa Warkentin 474-8096 (social sciences and humanities)
NSERC, Internal Competitions: Andrea Craig 480-1819
Grants Facilitator: Chantal Bassett (natural sciences & engineering) 290-7302
CIHR and health related: Nancy Klos 789-3672
Postdoctoral Fellows: Nancy Schneider 474-9488
Institutional Program Competitions
Tracy Mohr (474-6005)

Proposal Preparation and Award Questions
- Canada Foundation for Innovation (CFI)
- Canada Research Chairs (CRC)
  (consult with Dean/Director; requires prior approval of submission)
- Networks of Centres of Excellence (NCE)
- Genome Canada

Contact:
(CFI pre-award and CRC)
  Birtukan Gebretsadik 480-1409

(CFI post-award)
  Jackie Cooney 480-1495

(NCE, Genome Canada)
  Robert Senkiw 474-9019
Research Services
Internal Grants

- University Research Grants Program (URGP)
- UM/SSHRC Small Grants Program
- University Creative Works Grant

Contact: Andrea Craig 480-1819

- Thorlakson Foundation Fund

Contact: Lindsey Troschuk 789-3493
University Research Grants Program (URGP)

**Purpose:**
- to stimulate growth of research at UM

**Priorities:**
- grants to new faculty (highest priority)
- seed funding for small-scale research projects
- minor research equipment

**Eligibility:**
- all academic staff with professorial or academic librarian rank

**Support:**
- direct costs of research

**Deadline:**
- October 15 (new faculty)
UM/SSHRC Research Grants Program (RGP)

**Purpose:**
- to provide support for small-scale research projects in the social sciences and humanities

**Priority:**
- seed funding for original, high-quality research projects that are small in scale and are pre-requisite to long-term external support

**Eligibility:**
- all academic staff with professorial or academic librarian rank and in SSHRC supported disciplines

**Support:**
- direct costs of research

**Deadline:**
- October 15; March 1
UM/SSHRC Int’l Conference Travel Grant Program (TGP)

**Purpose:**
- to enable social sciences and the humanities researchers to take part in international conferences of major scholarly significance

**Priority:**
- applicants who are presenting conference paper(s)

**Eligibility:**
- all academic staff with professorial or academic librarian rank and in disciplines supported by SSHRC

**Deadline:**
- October 15; March 1
Creative Works Grants Program

Purpose: to enhance overall quality of artistic production at the University of Manitoba

Priorities: to support quality creative works that meet peer standards of excellence and are suitable for publication, public performance or viewing;

Eligibility: all academic staff with professorial or academic librarian rank

Supports: Costs for specific creative activities:
- arrangement for performance, production, display/exhibit or prototype design of works of art
- creation of a literary work, incl. translating books on arts/aesthetics from other languages

Deadline: May 1
The Dr. Paul H.T. Thorlakson Foundation Fund

**Purpose:** to advance scientific, medical, and surgical knowledge through education and research; and to develop new or improved methods or programs of health administration or organization, health delivery systems, health education and patient care

**Priorities:**
1) new independent researchers who are first-time applicants;
2) support to established researchers initiating a new research project in a new research direction, and ‘bridge’ funding prior to major funding by a national granting agency

**Eligibility:** normally, academic staff at Manitoba universities with the exception of postdoctoral fellows, who are not considered independent researchers under this program.

**Support:** direct costs of research

**Deadline:** April 15
Local Sources of Research Funding

Health Research
• Thorlakson Foundation (University of Manitoba)
• Manitoba Health Research Council (MHRC)
• Manitoba Medical Services Foundation (MMSF)
• Health Sciences Centre Foundation
• MB Institute of Child Health (Division of Children’s Hosp. Fdn)

Natural Sciences and Engineering Research
• Manitoba Hydro
• ARDI, MAFRI

Social Sciences and Humanities and the Arts
• Manitoba Culture, Heritage and Tourism
• Manitoba and Winnipeg Arts Councils
Suggested Timetable for Funding Application Proposals

The research funding environment is highly competitive. Your proposal reflects your abilities as a researcher. Sloppy presentation can allow the reviewer to imagine that you are just as sloppy in your methodology.

Begin preparing your application well in advance of the deadline for submission. Unforeseen problems will invariably arise and could result in a hasty application that jeopardizes your chances.

It is always wise to have a critical set of eyes review your proposal before you submit it. Remember though that these people are also busy so you cannot assume that they can do an adequate job at a moment’s notice.
Months prior to **Due date**

- **12 months** Begin any pilot study required to justify an application to a national granting agency
- **5 months** Work on several drafts
- **4 months** Legible draft
- **3 months** Colleague to read and comment on draft
- **1-2 months** Revisions

  Advance materials to agency if required

- **1-2 months** Request pre-screening of draft application by ORS
- **1-2 weeks** Process final original proposal through ORS (by the internal deadline)

  Allow for revisions, photocopying and mailing

- **Deadline** Sponsor's stated deadline (receipt date or postmarked date)
Post-Award Procedures

Research Services (VP Research and International)
• records awards from national agencies
• liaison with granting agencies (policy interpretation)
• liaison with Research and Special Fund Accounting

Research and Special Fund Accounting, Financial Services (VP Administration)
• receives cheque
• sets up account (once FAAF has been processed)
• provides monthly reports
• processes salary payment (stipends: student/professor)
• provides financial statements to sponsors
Post-Award Procedures (continued)

Purchasing, Financial Services, (VP Administration)
- processes Purchasing forms (materials, equipment)
- processes payments to consultants on purchase order

Payroll and Concur (travel), Financial Services (VP Administration)
- processes payment (full-time, visiting profs, etc.)
- processes travel claims (Concur)
Other Resources in Research

Grant Facilitators
• Karen Schwartz and Elyssa Warkentin, social sciences and humanities
• Chantal Bassett, natural sciences and engineering

Research Communications and Marketing
• Janine Harasymchuk, Manager, Research Communications and Marketing

Legal
• Lynne Hiebert, Legal Counsel
• Naomi Andrew, Legal Counsel

Finance (Institutional Awards)
• Maureen Eyolfson, Grants Supervisor (Institutional Awards)
• Aaron Duncan, Grant Accountant
• Debbie Zosick, Grant Accountant

Purchasing
• Jurgens Bekker, Purchasing Consultant (Research)
Thank you!
Questions?