

Graduate Enhancement of Tri-Council Stipends (GETS) Guidelines

Preamble

The GETS program was established in 2011 to:

- improve the funding of our (Master’s and doctoral) graduate students;
- reduce the cost of supporting a graduate student from a qualifying Tri-Council grant; and
- increase the training of HQP and thereby increase our graduate student population.

Terms of Reference

1. The funds paid to a graduate student from a Tri-Council grant can be “matched” as follows:
 - a. Grantees funding only one student from a Tri-Council grant:
GETS will share the cost of funding at a match of 1:1; see Table 1
2. Grantees may apply for a maximum of one (1) student per grant.

Table 1. Annual Cost Sharing Contributions

No. of Students	Master’s			Doctoral		
	Tri-Council	GETS	Total	Tri-Council	GETS	Total
1	\$8,750	\$8,750	\$17,500.	\$10,500	\$10,500	\$21,000.

Supervisors may choose to pay a graduate student more than the respective total shown in Table 1, however, the GETS program will only match to the amounts shown. The contribution from the GETS funds must be paid to a graduate student as a stipend[‡].

3. The types of grants that are eligible for GETS support are indicated in Table 2.

Table 2. Eligible Grant Types

Agency	Grant Type
SSHRC	Connections / Insight / Insight-Development Partnership / Partnership-Development
NSERC	Strategic, CRD, Discovery, CREATE
CIHR	Strategic, Operating, Foundation, Project Scheme
CHRP	Strategic

4. Limits on duration of funding:
 - a. Master’s student: first two (2) years of the student’s graduate program
 - b. Doctoral student: first four (4) years of the student’s graduate program
 - c. A student that transfers to a doctoral program without completing a Master’s: first five (5) years based on admission to the Master’s program; 3 years beyond Master’s.

Total duration of support for any graduate student may not exceed five (5) years.
5. “Matching” funds will be provided on a fiscal year-by-year basis and are subject to availability.
6. Full-time and part-time graduate students are eligible for support.

[‡] 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.*”

7. A complete application is required, per student/per FOP, in order for a request to be considered. If eligible, fiscal funds must be spent in the fiscal competition year applied for.
8. A student must be registered and in good standing before commencing GETS support. Funds can be committed in advance for a student that has been offered admission but has not yet started his/her graduate program.
9. Each principal investigator (PI) must complete a GETS application form (located on the FGS website) in order to obtain funds and each must provide a FOP from which the (new) Tri-Council grant funds will be paid to the student. GETS funds will be paid to students by the Faculty of Graduate Studies. PI's Tri-Council's grant must be valid at the same time as the requested funding duration dates.
10. Grantees who wish to apply for GETS funding to support students who are already in a graduate program must have a funding start date within two months of the application submission date.

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; the application form is available at http://umanitoba.ca/faculties/graduate_studies/forms/index.html
2. Submit the appropriate paperwork to the Awards Office 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. A FAST printout to verify that the PI is assigned to the grant FOP listed in the GETS application.
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 Office if the payments to the student from the grant FOP are changed, as this may impact GETS funding eligibility.
5. Notify the Awards Office if the student's status changes, as this may impact GETS funding eligibility.
6. Notify the student of the grant/GETS funding details. Students will receive a copy of the approval letter a few days before the funds are to be deposited to their account.
7. Recognition of the GETS program in the acknowledge of research support, i.e., "This research was supported in part by the University of Manitoba, Graduate Enhancement of Tri-Council Stipends (GETS) program."
8. Applications for fiscal 2016-2017 will be accepted on an ongoing basis from 1 April 2016 to 01 March 2017, *i.e.*, there won't be application deadlines for fiscal 2016-2017.
9. Application must be received from the PI via the online system 3-4 weeks prior to the start of funding date to allow for processing time.

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 3 to 4 weeks after receipt of application. Please note that the processing time may vary depending on the volume of applications received.
3. Submit payment 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.

Pgm launched: 01/2011

Revisions: 04/2011, 09/2011, 01/2012, 06/2012, 04/2013, 10/2013, 04/2014, 03/2015, 09/2015, 01/2016, 06/2016, 01/2017