

Frequently Asked Questions:

1. Is a Funding Application Approval Form (FAAF) required for research funding held at the University and/or an Affiliated Institution/Hospital?

Yes, a FAAF will now be required for any research funding held at either an affiliated institution/hospital or the University. A FAAF requires University researchers to identify location(s) of work to be performed and confirm that committed resources have been approved by the Department Head, and the Directors of the affiliated hospital or institution.

For a research grant a FAAF is required at the time of grant submission, whereas for a research contract a FAAF is required once the agreement has been finalized.

2. What overhead is levied on a research contract?

Research Contract: 30% Overhead

Exceptions: The University will accept modified Institutional Costs rates from government and other sponsors, provided the modified rates are published and there is sufficient evidence that the modified rates are applied to all Canadian universities

3. What overhead is levied on a research grant?

Research Grant: 15% Overhead

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4. How is overhead dispersed by the University?

University policy requires that 25% of research overhead is provided to the University faculty member who is the nominated principal investigator (PI) in support of their research program. For research funding held in the University the remaining overhead is retained by the PI's Faculty to disperse as determined by the Faculty Dean (i.e., allocation may vary by Faculty).

5. How does the Rady Faculty of Health Sciences (RFHS) disperse research overhead?

For research funding held and conducted in the University the RFHS Dean allocates research overhead as follows: Nominated PI – 25%; PI's home unit (i.e., Department or College) – 15%; Faculty Research Office – 10%. The remaining 50% is used to cover the research costs associated with central support (e.g., Research Services, Partnerships and Innovation, Finance, Human Resources, etc.).

6. If research funding is held in an affiliated hospital or institution how is the associated overhead dispersed?

The allocation of research overhead between an affiliated hospital or institution and the University is governed by an agreement between the University and the affiliated hospital or institution.

7. How do I determine if my industry sponsored clinical trial funding should be held at the University or the affiliated hospital/institution?

Each situation is unique and will depend on factors such as resources needed, involvement of students and requirements of the industry sponsor. Please contact the University's Research Contracts Team and/or the hospital/affiliated institution's Research Office to assist with this decision.

8. What if my study has already been through all the necessary approvals, but the agreement has not been signed yet, should I go back to the sponsor and add the University to the agreement?

Regardless of what stage the agreement review is in, if the agreement has not yet been signed then the University should be added as a party to the agreement. If you have already submitted the agreement for review with a hospital or affiliated institution, the hospital or affiliated institution should send the agreement to the University's Office of Research Services for review as soon as possible. You should advise the sponsor/funder of the research that as an employee or academic appointed position at the University, the University will need to be party to the agreement.

9. If I am currently conducting a study without the University on the agreement, should I stop my research until the University is added?

No, this will apply to new research studies and new agreements which have not yet been signed. Any issues which may arise in relation to a research project or study where the agreement signed by a hospital or affiliated institution and the University was not added as a party will be dealt with on a case-by-case basis.