

**Request for Preliminary Access to Grant/Contract Funding before Activity Requiring Ethics/
Compliance Approval is Undertaken (RPA)**

In order to comply with Federal Government's agreement on the administration of agency grants and awards by research institutions, the University cannot allow access to research funding for projects with activities that require ethics/compliance approval at any point of the award term prior to receiving approval by the appropriate ethics/compliance committee. The Office of Research Services can provide preliminary access to grant/contract funding through review and approval of the RPA. Researchers wanting access to any of the award funds are compelled to provide ORS with sufficient detail on the need for access to funds for the early activities of the project which do not require ethics review.

Email the completed RPA to ORS:

Grants: researchgrants@umanitoba.ca

Contracts: researchcontracts@umanitoba.ca

Once the RPA has been reviewed and fully processed, ORS will provide Research and Special Fund Accounting and the PI with a copy.

Please take note of the expiry date of the RPA (and subsequent RPA amendment, if applicable) and provide a copy of the necessary ethics approval to ORS prior to this expiry date. ORS must notify Research and Special Fund Accounting of ethics approval in order to access full funding.

An extension to the RPA (via the RPA Amendment form) is required if there is a delay in project or obtaining approvals. An amendment to the RPA must be completed and ORS will consider the extension request.

Email the completed RPA Amendment form to ORS outlining the reasons for the delay:

Grants: researchgrants@umanitoba.ca

Contracts: researchcontracts@umanitoba.ca



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University
of Manitoba

Research may only begin once this request is approved by Office of Research Services. Complete the form and email to ORS for approval: **Grants:** researchgrants@umanitoba.ca **Contracts:** researchcontracts@umanitoba.ca

1. Name of grant/contract holder:	Email:		
2. Department (name and address):			
3. a. Title of Research Project:			
b. UM Project #	How to find your UM Project#: http://umanitoba.ca/research/ors/mrt-faq.html		
4. a. Type of compliance needed:			
Animal Care	Human Ethics	Biosafety	Environmental Impact
b. Type of grant/contract funds:	External:	Granting agency:	
	Internal:	Program:	
5. a. Project start date:			
b. Specify date (day/month/year) you plan to commence use of:			
Live Animals			
Human Participants			
Biosafety			
c. When do you expect to receive Environmental Impact approval:			
<i>Note: Protocol(s) must be submitted to Research Ethics & Compliance Office(s) for review and approval, approximately 3 months prior this research or your project may be delayed.</i>			

6. Outline the research activities that will be done between the dates in #5a, b, and c above for:

Animal Care

Human Ethics

Biosafety

Environmental Impact

7. a. Total amount of award: \$ Year 1 amount: \$

b. Funding required for items below prior to date in #5b:

Salaries: \$ Materials & Supplies: \$ Equipment: \$

Travel: \$ Other: \$

(please provide details for "Other" funding only.)

8. **Statement of Declaration:** *By signing below, I guarantee that the partial funding release will not be used to fund the performance of research activities that require an animal use protocol, human ethics protocol, biosafety permit, environmental impact approval and that I will submit the appropriate certification/registration document(s) and receive approval prior to engaging in any such research activities. I acknowledge that early access to funds is a privilege and verify that the information contained in this form is accurate that inaccurate or false information is a breach of the University of Manitoba Responsible Conduct of Research Policy.*

Signature of grant holder

Date:

Shaded area for ORS only

Expiry date of RPA:

Date:

Approved (ORS):