

DALHOUSIE UNIVERSITY

## Research Support Fund

Accountability and Public Acknowledgment

*updated May 2022*

### Public acknowledgment

1. *definition of the indirect costs of research, along with concrete examples of the types of expenses incurred by the institution in managing the research funded:*

Research funding provided through the granting agencies (the [Canadian Institutes of Health Research](#) (CIHR), the [Natural Sciences and Engineering Research Council](#) (NSERC), and the [Social Sciences and Humanities Research Council](#) (SSHRC)) is generally limited to direct project costs (e.g., research equipment, research assistant salaries, etc.). Institutions whose researchers receive funding for research also incur costs to manage their research enterprise. These are often called “indirect costs of research.” These costs include, for example, the costs of maintaining modern labs and equipment; costs of providing researchers with access to up-to-date knowledge resources; costs of managing and administering research; costs of meeting regulatory and ethical requirements; and costs of transferring research results to knowledge users.

Examples of the types of expenses incurred at Dalhousie University and affiliate hospitals in managing the research funded are:

- research space facility fees, e.g., custodial, maintenance, security, utilities and insurance, and research equipment maintenance
- electronic data access and resources including technical support, e.g., portion of library operating costs
- Research Services’ staff assistance and oversight
- regulatory compliance including human and animal ethics certifications and research integrity and scholarly misconduct services
- research commercialization and intellectual property services and support through the Office of Commercialization and Industry Engagement

2. *description of the [Research Support Fund \(RSF\) program](#) and [Incremental Project Grant stream](#) of the RSF program, and link to the program’s website:*

The federal government Research Support Fund program assists Canadian postsecondary institutions and their affiliated research hospitals and institutes with the indirect costs associated with managing the research funded by the three federal research granting agencies:

- the [Canadian Institutes of Health Research](#) (CIHR);
- the [Natural Sciences and Engineering Research Council](#) (NSERC); and
- the [Social Sciences and Humanities Research Council](#) (SSHRC).

Every year, the federal government invests in research excellence in the areas of health sciences, engineering, natural sciences, social sciences, and humanities through its three granting agencies. The Research Support Fund program reinforces this research investment by helping institutions ensure that their federally funded research projects are conducted in world-class facilities with the best equipment and supports available.

Research funding provided through the granting agencies (CIHR, NSERC and SSHRC) is generally limited to direct project costs (e.g., research equipment, research assistant salaries, etc.). Institutions whose researchers receive funding for research also incur costs to manage their research enterprise. These are often called “indirect costs of research.” These costs include, for example, the costs of maintaining modern labs and equipment; costs of providing researchers with access to up-to-date knowledge resources; costs of managing and administering research; costs of meeting regulatory and ethical requirements; and costs of transferring research results to knowledge users.

[Eligible institutions](#) receive an annual grant through the fund to defray a portion of the indirect costs incurred to support federally funded research. The program (formerly known as the Indirect Costs Program) was introduced in 2003 as part of the federal government’s strategy to make Canada one of the world’s top countries in research and development.

More information on the Research Support Fund program can be found on the website:

[http://www.rsf-fsr.gc.ca/about-au\\_sujet/index-eng.aspx](http://www.rsf-fsr.gc.ca/about-au_sujet/index-eng.aspx)

The Incremental Project Grants (IPG) funding opportunity is a new stream of the Research Support Fund (RSF), in addition to the RSF grant, that provides further support for the indirect costs of research.

The objective of the IPG stream aligns with the RSF’s objective to reinforce the federal research investment by helping Canadian postsecondary institutions ensure their federally funded research projects are conducted in world-class facilities with the best equipment and administrative support available. By directing funds to specific investments and annual or multi-year projects initiated by institutions, the IPG will facilitate tracking and reporting, to better demonstrate the impact of these investments.

IPG funding is limited to institutions that meet the RSF eligibility criteria and are at the highest funding levels in the current RSF formula, which is equivalent to receiving \$7 million or more in eligible direct research funding. Eligibility for the IPG will be assessed against this threshold on an annual basis.

More information on the Incremental Project Grants stream of the Research Support program can be found on the website:

<https://www.rsf-fsr.gc.ca/apply-demande/ipg-sps-eng.aspx>

3. *list of Dalhousie University [affiliated institutions](#):*

- Nova Scotia Health Authority
- IWK Health Centre

See attached Affiliated Organizations Validation Form.

4. *overview of how the institution allocates its grant funds under each of the [five categories](#):*

The Research Support Fund Grant is included as a revenue source to the University Operating budget and helps defray a portion of these costs which are imbedded in the various responsibility centres in the operating budget. For example, a portion of the grant supports utility costs for research space on University campuses which are included in the University budget for Energy, Water, Taxes and Insurance. Most of the costs supported by the grant are ongoing. Where the federal government allocates increased Research Support Grant funding to the University, it is allocated to the various categories based on the cost drivers for each category. As an example, as additional space is provided for research activities, the grant allocated for the maintenance and insurance of space is adjusted.

The University directs funds to specific research initiatives and the following is a key strategic direction for Dalhousie over the next several years which will require funding support to achieve:

*Expand the opportunities for research, scholarly and artistic work*

- Direct and attract resources to priority research areas, with local, national and international importance
- Attract and retain outstanding professors
- Attract and support excellent graduate students and postdoctoral fellows to strengthen the impact of research
- Foster undergraduate research
- Enhance research with state-of-the-art facilities and resources in accordance with the Institutional Framework for the Support of Research.

The hospitals allocate funding from the Research Support Fund to various initiatives including to maintain and revitalize existing research space and equipment; provide systems required to support research; support the administration of new research initiatives; supplement Research Ethics administration; and maintain lab safety and certification requirements.

For 2022/23, the Research Support Fund (RSF) grant to Dalhousie University (including affiliate hospitals) was \$8,350,171 and the RSF Incremental Project Grant (IPG) was \$1,362,319. These funds were allocated accordingly:

Research Support Fund (\$8,350,171):

Research Facilities	\$2,963,238
Research Resources	\$1,273,802
Management and Administration	\$3,381,363
Regulatory Requirements and Accreditation	\$620,978
Intellectual Property	\$110,790

Incremental Project Grant (\$1,362,319):

Facilities Renewal	\$1,215,081
Information resources, including digital resources, open access and databases	\$147,238

**Setting and reporting on institutional performance objectives**

5. *Identify institutional performance objectives for the grant. Objectives should be in accordance with how the institution chooses to invest its grant in either one, several or all five of the eligible [expenditure categories](#), and must include corresponding indicators and target outcomes:*

**Research Support Fund  
2022 - 2023**

<b>Eligible expenditure category</b>	<b>Output (investment or expense of RSF grant funds)</b>	<b>Performance Objective</b>	<b>Performance Indicator</b>	<b>Target Outcome</b>
Research Facilities	Support for Core Facilities	Promote development growth of Core research facilities and multi-user space	Core Facilities offer centralized research equipment and expert technical support to broader research community	Core Facilities provide effective and efficient usage of research resources under a sustainable operations model
Research Resources	Support for software/ application(s) to enable academic workflows, data sharing, academic CVs, reports, etc. (e.g. UniWEB)	Improve services to Dalhousie Research Community through a centralized information portal	Service expectations of Dalhousie Research Community are met	Increased productivity for researchers
Management and administration of an institution's research enterprise	Support the search for a replacement Research Information System (RIS)	Improve services to Dalhousie Research Community through implementation of a modern research administration management solution	Service expectations of Dalhousie Research Community are met	Improved user experience for researchers
Management and administration of an institution's research enterprise	Support regularization of Grant-Paid HR Consultant position dedicated to supporting 1,500+ grant-paid staff at Dalhousie	Improve services to Dalhousie Research Community through a dedicated HR advisor	Service expectations of Dalhousie Research Community are met	Improved processing time for grant-paid employment transactions
Regulatory requirements and accreditation	Support for Research Ethics Board members (REB) to attend annual Canadian Association of Research Ethics Boards (CAREB) conference	Improve Research Ethics Board members	Professional development/training for REB members	REB members are more fully informed of current issues and initiatives

**Incremental Project Grant  
2022 - 2023**

<b>Eligible expenditure category</b>	<b>Output (investment or expense of RSF grant funds)</b>	<b>Performance Objective</b>	<b>Performance Indicator</b>	<b>Target Outcome</b>
Facilities Renewal	Deferred maintenance undertaken in the G.H. Murray Building (Dalhousie University)	Support and improve research capacity	Research space is renewed with continued adherence to safety standards	Research space is renewed to provide a safe environment to support important research priorities
Facilities Renewal	Animal Holding Relocation Project - Phase 2 (IWK Health)	Create an adjacency to the Biosafety Level 3 Containment Lab (CL3) lab and Biomedical Research Lab to support both in a more productive, aligned environment	Increase funding for CL3 and animal imaging research and positive user feedback review	Provide researchers with appropriate infrastructure to conduct world class preclinical research
Research Resources	Decentralized Clinical Trial (DCT) platform (Nova Scotia Health)	Test and try a DCT technology platform for clinical trials at Nova Scotia Health	Platform incorporated into trial	Impact and scalability of platform on DCTs evaluated
Research Resources	Clinical Trial Matching Engine (Nova Scotia Health)	Develop and test software for determining numbers of potential clinical trial participants by comparing data from electronic health records against trial inclusion/exclusion criteria	Engine developed and tested on a trial	Impact and scalability of engine for clinical trials evaluated



# Affiliated Organizations Validation Form

## INSTRUCTIONS FOR FILLING OUT THE FORM

The list of affiliated organizations provided will be used to identify all the credits that will be attributed to the applicant institution in the [grant calculation exercise](#) for the Research Support Fund. It is the applicant institution's responsibility to provide complete and accurate information.

### GENERAL INSTRUCTIONS

- Read the instructions on the program website prior to filling out this form (see both the [Program accountability and public acknowledgment](#) and the [Apply to the program](#) pages).
- Changes to this form (including corrections to errors) cannot be made once the form has been submitted to the program.
- Adjustments **will not** be made to an applicant institution's grant value in cases where incorrect information was provided in the form.
- Incomplete forms, or those that do not follow the instructions, will not be accepted.**
- Ensure that all sections of the form are complete prior to submission.
- On the [RSF-CRC Data Breakdown sharing site](#), upload the completed form **in MS Word format only** on or before the RSF [grant application deadline](#). **IMPORTANT: Do not send the form as a PDF.**

### FILLING OUT SECTIONS 'E' AND 'F' OF THE FORM

- Applicant institutions **must** include the formal names of their affiliated organizations. Do not use acronyms or abbreviations.
  - Add as many rows as necessary to the tables in order to include all affiliated organizations. Place the cursor in the last row and column of the table and use the Tab key to add more rows; or, if you prefer, use the cut and paste function to add additional rows.
  - Enter only one affiliated organization name per row.** It is not necessary to identify the nature of the affiliation with the applicant institution; i.e., whether it is a primary affiliation, sub-affiliation or sub-sub affiliation.
  - Do not append any documents to this form. All affiliations must be entered into the appropriate sections and data fields of the form provided.**
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## SECTION A: APPLICANT INSTITUTION DETAILS

Applicant Institution	Dalhousie University
Name	Alice Aiken
Title	Vice President, Research & Innovation
Telephone Number	902-494-6513
Email Address	alice.aiken@dal.ca

## SECTION B: TERMS AND CONDITIONS OF RESEARCH SUPPORT GRANT FUNDING

It is agreed by submitting this form and applying for program funding that the conditions governing the Research Support Fund as outlined on the program website (<http://www.rsf-fsr.gc.ca/home-accueil-eng.aspx>) are hereby **accepted by the applicant institution and the future grantee** (i.e., president, rector, principal or other authorized representative of the applicant institution):

- The future grantee has reviewed the content of the form and attests that the information contained herein is accurate.
- The applicant institution confirms that it is eligible to receive funding from the Research Support Fund according to the program's [eligibility criteria](#).
- Expenditures will be authorized in accordance with program policies and requirements as outlined in the program's [financial administration guide](#), and no one will initiate or authorize expenditures from the grant account without the grantee's formal delegated authority.
- Where applicable, the transfer of funds to an affiliated organization(s) will take place only if a formal and valid affiliated organization agreement is in place for the current fiscal year.
- The applicant institution will continue to meet all [accountability and public acknowledgment requirements](#) during the granting period.
- The institution will meet all accountability, public acknowledgment and reporting requirements at the end of the granting period.

## CONFIRMATION OF GRANTEE

Name of Grantee (President, principal, rector or authorized representative of the institution):

Alice Aiken, Vice-President, Research and Innovation

Date: May 25, 2022

*Note: Entering the grantee's name and date on this form acts as the grantee's signature and confirms that all terms and conditions outlined above are accepted.*



**SECTION C: ACCOUNTABILITY AND PUBLIC ACKNOWLEDGMENT REQUIREMENTS**

- Applicant institutions that are eligible to apply for a Research Support Fund grant **at or above the value of \$25,000** must meet the program’s [accountability and public acknowledgment requirements](#). In the table below, provide the website link to the applicant institution’s web page where the Research Support Fund’s accountability and public acknowledgments requirements have been met.

Accountability and Public Acknowledgment Requirements	Applicant Institution’s Website Link
<b>Public Acknowledgment</b>	<a href="https://www.dal.ca/dept/research-services/resources/ResearchSupportFund.html">https://www.dal.ca/dept/research-services/resources/ResearchSupportFund.html</a>
<b>Institutional Performance Objectives</b> <i>(Research Support Fund grant at or above the value of \$530,000 only)</i>	<a href="https://www.dal.ca/dept/research-services/resources/ResearchSupportFund.html">https://www.dal.ca/dept/research-services/resources/ResearchSupportFund.html</a>

- Provide an overview of the institution’s Research Support Fund [communications strategy](#). Note that at the end of the granting period, institutions must report on how they implemented their Research Support Fund communications strategy in their [annual outcomes report](#).

<b>Research Support Fund Communications Strategy</b>
<p>Dalhousie University and affiliate hospitals promote the Research Support Fund throughout the year.</p> <p>Dalhousie will produce two stories to acknowledge the Research Support Fund and the support it provides to the institutions. These stories will be posted in the Dalhousie Office of Research Services (ORS) Newsletter and, when appropriate, on the Today@Dal electronic notice board produced by the Dalhousie Communications, Marketing &amp; Creative Services (CMC) department. The ORS newsletter is e-mailed weekly to the Dalhousie research community and Today@Dal is e-mailed daily by the CMC department to subscribers. The stories will be posted on the Dalhousie Office of Research Services website and made available to the local media.</p> <p>Additionally, the Research Support Fund program will be acknowledged, when appropriate, in outreach presentations to the research community.</p>

## SECTION D: NO AFFILIATED ORGANIZATIONS

- Check the appropriate boxes below (as applicable) if your institution does not have any health affiliated organizations or any other type of affiliations.

<input type="checkbox"/>	<b>No affiliated hospital(s) or health research institute(s)</b>
<input type="checkbox"/>	<b>No other affiliated organization(s)</b>

## SECTION E: AFFILIATED HOSPITAL(S) OR HEALTH RESEARCH INSTITUTE(S)

- Indicate in the table below all affiliated research hospitals and health research institutes. Add as many rows to the table as necessary to include all health affiliates.
- The terms and conditions of the program stipulate that [official and valid agreements](#) must be negotiated with **ALL** affiliated research hospitals and health research institutes for the grant year, irrespective of whether or not program funds are being shared with the affiliate. Confirm, by checking in the appropriate box, that a valid agreement for the grant year has been signed with each of these affiliated organizations, or that a valid agreement will be in place prior to any transfer of funds (if applicable). Institutions may be asked to provide a copy of these agreements to the Tri-agency Institutional Programs Secretariat at any time.
- If the applicant institution is not affiliated with any hospitals or health research institutes, check the box provided in 'section D' above.

<b>Affiliated <u>hospital or health research institute</u></b>		<b>Valid agreement in place for the grant year</b>	<b>Agreement will be in place prior to transfer of funds</b>
1.	Nova Scotia Health Authority	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2.	IWK Health Centre	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3.		<input type="checkbox"/>	<input type="checkbox"/>
4.		<input type="checkbox"/>	<input type="checkbox"/>
5.		<input type="checkbox"/>	<input type="checkbox"/>
6.		<input type="checkbox"/>	<input type="checkbox"/>
7.		<input type="checkbox"/>	<input type="checkbox"/>
8.		<input type="checkbox"/>	<input type="checkbox"/>
9.		<input type="checkbox"/>	<input type="checkbox"/>
10.		<input type="checkbox"/>	<input type="checkbox"/>
11.		<input type="checkbox"/>	<input type="checkbox"/>

## SECTION F: OTHER AFFILIATED ORGANIZATION(S)

- Indicate **ALL** other organizations affiliated with the applicant institution that meet the program definition of an [affiliate](#) (**excluding** any health research institutes listed above). Add as many rows to the table as necessary to include **all** affiliates. **Enter only one organization name per row.** If the institution does not have any 'other affiliations', check the box provided in 'section D' above.

**Other affiliated organizations**

1.	Queen Elizabeth II Health Science Centre (NS)
2.	Victoria General Hospital (NS)
3.	Horizon Health Network (NB)
4.	Saint John Regional Hospital (NB)
5.	Schulich School of Law (NS)
6.	
7.	
8.	
9.	
10.	
11.	