

CIHR Project Scheme 1st Live Pilot – Budget Development

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Project Scheme – Funds Available

- The combined total amount available for CIHR's 2015-16 Open Grant Programs (Foundation Scheme: 2015 2nd Live Pilot, Project Scheme: 2016 1st Live Pilot and Project Scheme: 2016 2nd Live Pilot) is approximately **\$500M**.
- The number of grants funded will depend on the application pressure, requested grant amount and duration and peer review recommendations.

Project Scheme – Funds Available

- It is expected that most Project grant budget requests will fall within a **range of \$50K to \$750K per annum** and the grant durations will range between approximately **1 to 5 years**.
- No formal requirements for partnering, However, depending on the nature of the research project, a commitment (cash or in-kind) from interested or engaged knowledge user(s) or other partners may be reasonably expected by peer reviewers.

Project Scheme – Funds Available

- Portion of the Project Scheme budget allocated to ensure that a minimum threshold of KT and commercialization projects (iKT) will be funded.
- Exact percentage of applications funded TBD but CIHR will target consistency with past levels of investments in these types of projects.

Project Scheme - Registration Stage

- Indicate the total amount requested from CIHR for the entire duration of the grant.
- No justification is required at this stage.
- You may change your budget request at the application stage.

Project Scheme - Full Application Stage

- The budget assessment will not be factored into the scientific assessment of your application. Reviewers will be required to determine if the budget requested is realistic and appropriate to support your proposed research project. Reviewers may recommend that the budget remain as requested or recommend an adjusted amount. If a reviewer adjusts the budget, he/she will be required to provide comments to justify their recommendation.

Project Scheme - Full Application Stage

- Indicate the amount required in each budget category, along with a concise, *high-level* description of how the funds will be used. You are not expected to provide detailed, line-by-line breakdowns within budget categories.
- Amounts entered in each budget category are for the entire duration of the grant – not yearly amounts – and CIHR will divide these totals equally across all years of the project.

Project Scheme - Full Application Stage

- Each budget category amount must be rounded to a multiple of \$1,000, and the sum of all budget categories must add up to a multiple of \$5,000.
- These budgets are non-specific, reasonable cost estimates taking into account anticipated changes to the project as it progresses.

Project Scheme - Budget Categories

- **Research Staff** - research associates, research assistants, technicians, etc.
- **Trainees** – students, postdocs
- **Consumables** - materials & supplies, services, travel necessary for conducting research (e.g. field work)
- **Non-Consumables** - equipment, and related operating & maintenance costs
- **Knowledge Translation** - manuscript/pamphlet/poster publication, digital KT tools (e.g. website), and travel necessary for disseminating results (e.g. conferences)
- **Other**

Project Scheme vs. Open Operating Grant

- The latest version of the CIHR Use of Funds document available on its website still prevails
- Project Scheme budget request requires less detail and justification than the OOG
- Cost quotations and other budget attachments are not required.

Project Scheme vs. Open Operating Grant

- Equipment an allowable expense and should be entered into the “non-consumable” category of the budget. Equipment defined as > \$2000 in value and having a useful life of more than 1 year
- Salaries for Principal Applicants (e.g. Knowledge Users named as Principal Applicants) are not allowed.
- If partners are contributing cash/in-kind contributions, you must complete the Partner Budget Details sub-task and describe those contributions

General Tips: Budget Development

Before you start:

- Read through the funding agency's guidelines.
- Use the funding agency's forms and identified budget categories.
- Reviewers will assess if the requested budget is appropriate to support the proposed program of research and if it is realistic and well-justified.

General Tips: Budget Development

Some U of T budgeting numbers to keep in mind...

- Benefit rates (add to base salaries):
 - Casual staff (research assistants) – **10%**
 - Appointed staff (research associates) – **24.75%**
 - Postdoctoral fellows – **10% plus \$50/month flat rate**
- Effective tax rate – 3.41%

While HST is charged and paid at 13%, the University receives a rebate of roughly 3/4ths of that amount, so you only pay **3.41%** sales tax from your research funds

General Tips: Budget Development

Other resources to draw on when developing budgets:

- Central Research Services Office
- Divisional research facilitator
- Divisional HR office and/or registrar's office for standard salary/stipend rates
- Divisional Business/Finance Officer
- Your colleagues

Questions



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