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Date: 28 February 2017

To: Researchers Currently and Recently Holding Self-Funded Research Grants

From: Lorne A Babiuk, Vice-President (Research)

Re: **Important Information About the Self-Funded Research Grants Program**

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As you know, under the Self-Funded Research Grant program institutions arrange for faculty members to redirect a portion of their salary as a research grant. Self-Funded Research Grants are currently managed in the Research Services Office (RSO). Upon receipt of the applications, RSO sends them for peer-review and subsequently sends a notification to Human Resource Services for applications that are approved. Human Resource Services processes the salary deduction requested on the application. If questions arise, RSO has very limited ability to respond as it does not have access to departmental or human resource information.

Canada Revenue Agency guidelines (2013) state that "individuals whose duties of employment include research responsibilities are not entitled to treat a portion of their regular salaries as a research grant when they engage in the type of research work ordinarily expected of them under their terms of employment". Because of these guidelines, there is risk to the institution related to the way the program is currently handled at the University of Alberta. In consultation with other universities across Canada, we have learned that several institutions have discontinued similar programs due to the unacceptable level of risk it presented to them.

Following my review of this issue with the Provost and Vice-President (Academic) Steven Dew, the President's Executive Committee - Operations (PEC-O) discussed it on 9 February and made two decisions:

- i) to immediately suspend the Self-Funded Research Grant program; and
- ii) to request that the Vice-President (Research) Office undertake a review of the program to determine if it should continue, and if so, where in the University the program should be administered

As someone who has recently accessed the Self-Funded Research Grants program, I am writing to advise you that there will be no competition held in June 2017, and that I have asked Associate Vice-President (Research) and Associate Vice-President (Academic) Randy Goebel to convene an immediate review of the program. Any self-funded research grants that are currently held by researchers will not be affected by this review.

Sincerely,



Lorne A Babiuk

LAB/km  
cc. Associate/Vice Deans (Research)  
S Dew, Provost and Vice-President (Academic)  
N Klimczak, Assistant Director, Research Services Office  
Research Facilitators