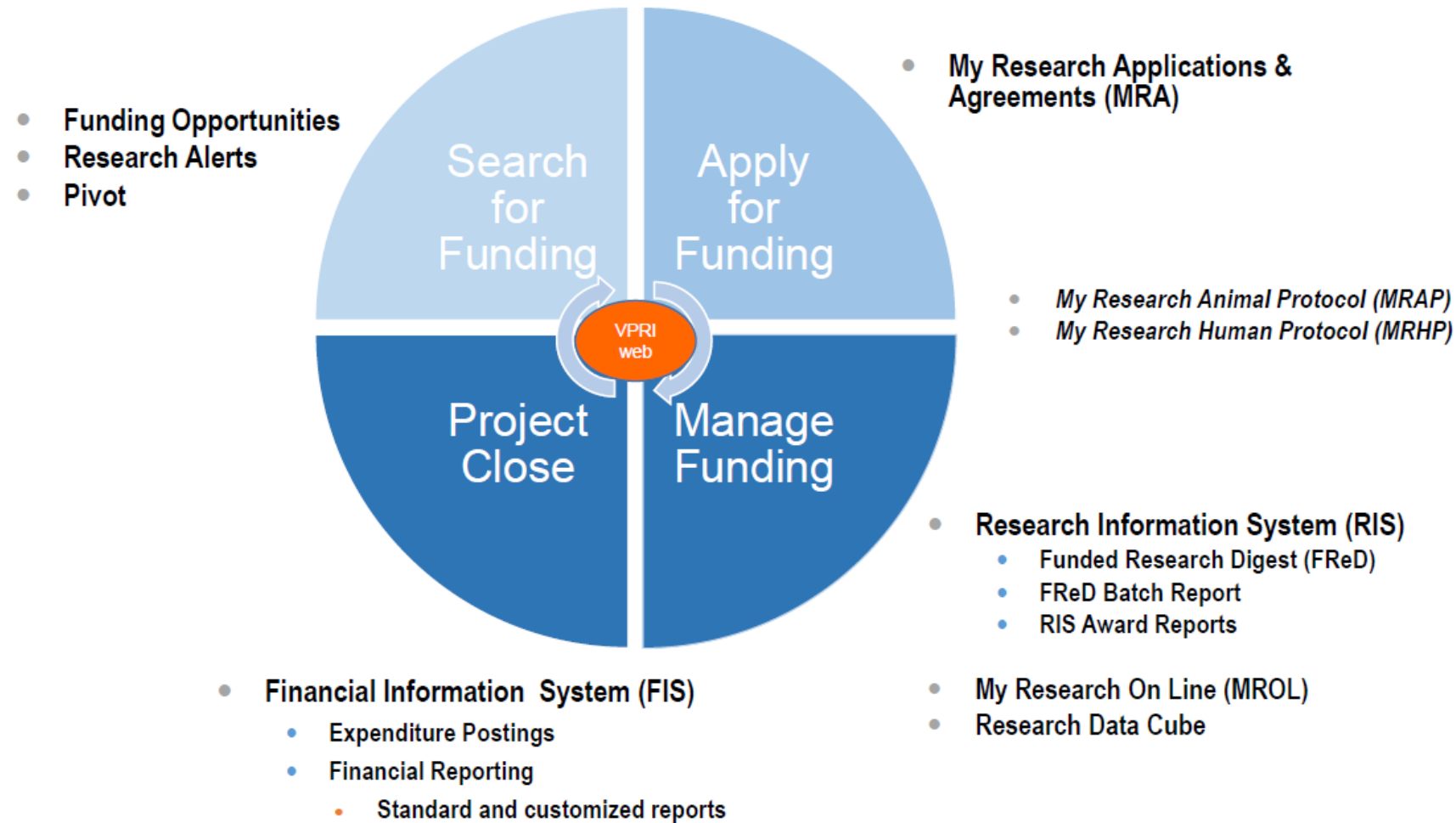


## Systems Mapped to Life Cycle of Research Award: When to Use What



**Power Up with FIS  
and RIS!**

**Key Information  
Systems Used in  
Research  
Administration**

System / Tool	Description	When to Use	Tips & Training	How to Access
VPRI Website	Website for VP Research and Innovations portfolio. Point of <b>access to all tools and resources referenced below</b> (except for AMS)	Seeking information on research administration at U of T.	Use <i>Menu &gt; Contact Us</i> for directory information; can search by keywords.	<a href="https://research.utoronto.ca">research.utoronto.ca</a>
Administrative Management System (AMS)	Submodules for Admin Staff: <ul style="list-style-type: none"> <li>Research Information System (RIS)</li> <li>Financial Information System (FIS)</li> </ul>	<ul style="list-style-type: none"> <li>Use RIS to display budgets, terms and conditions, or key due dates and deliverables for research grants.</li> <li>Administrators use FIS to post expenses and run financial reports.</li> </ul>	<ul style="list-style-type: none"> <li>To learn how to display a FReD, run the FReD Batch report, or RIS award reports, please register for the <b>RIS Reporting Basics</b> course through the Success Factors: Learning Management System (LMS).</li> <li>Training and documentation related to FIS can be found on the <a href="#">Financial Services website</a>.</li> </ul>	Request access via the <a href="#">Enterprise Service Centre (ESC) - Service Centre</a> and click on "Request Something" > AMS Access Request
My Research Applications & Agreements (MRA)	Automated system used by Faculty and Admin Staff for <ul style="list-style-type: none"> <li><b>Submission and Internal review and endorsement</b> of research funding applications,</li> <li><b>Submission of request for non-funded agreements</b>, such as Material Transfer Agreements, Non-Disclosure Agreements, etc.</li> </ul>	Applying for research funding. Requesting non-funded agreements.	Log in to ensure you have access as soon as you intend to apply for funding or require a non-funded agreement. Does not replace submission of funding request to sponsor (is a separate process required before submission to sponsor). Register for the <b>MRA/MROL</b> course through the Success Factors: Learning Management System (LMS).	Submodule of <b>My Research</b> system. Log in with <b>UTORauth</b> credentials. <a href="#">My Research (MR)</a>
My Research On Line (MROL)	Enables web-based access to research funding profile as well as to financial reports on research funds. Includes a tool for tracking the review of expenditure details within a grant.	Monitoring balance and expenditure activity in research grants. Identifying research grant account numbers when submitting expenses.	Librarians can also have access to see their Prof Expense Reimbursement Accounts (PERA). Register for the <b>MRA/MROL</b> course through <a href="#">the Success Factors: Learning Management System (LMS)</a> .	Submodule of <b>My Research</b> system. Log in with <b>UTORauth</b> credentials. <a href="#">My Research (MR)</a>
My Research Human Protocols (MRHP)	Enables on-line creation, submission, approval, and review of <b>human research</b> ethics protocols.	Use when a human research ethics protocol is required. <a href="#">When do I need a human ethics protocol?</a>	Training/Support opportunities: <ol style="list-style-type: none"> <li>Twice-monthly formal training sessions are offered</li> <li>Weekly User Clinics are available</li> </ol> <a href="#">My Research Human Protocols (MRHP)</a>	Submodule of <b>My Research</b> system. Log in with <b>UTORauth</b> credentials. <a href="#">My Research (MR)</a>
My Research Animal Protocols (MRAP)	Enables on-line creation, submission, approval, and review of <b>animal use</b> ethics protocols.	Use when an animal use ethics protocol is required. <a href="#">When do I need an animal use protocol?</a>	Only faculty can be a principal investigator (PI) on a protocol, however, they can designate staff or students as their PI Assistant who can assist in the protocol development.	Submodule of <b>My Research</b> system. Log in with <b>UTORauth</b> credentials. <a href="#">My Research (MR)</a>
Funding Opportunities (Funding Opps)	A searchable and sortable web-based database of available awards, grants, funds, and other <b>opportunities</b> for U of T researchers.	Searching for research funding opportunity.	Please note both the <b>internal</b> deadline (due at VPRI via MRA) and <b>sponsor</b> deadline.	Access restricted to U of T computer network (via IP address): <a href="#">U of T Funding Opportunities Database</a>
Pivot Funding Opportunities Database	A web-based tool for identifying <b>funding opportunities</b> and supporting collaboration in the research development field.	Searching for research funding opportunity.	The more accurate and complete a user's profile page, the more accurate the customized return will be (include all papers and conferences published).	All U of T faculty/staff have access with their UTOR email. <a href="#">Pivot Funding Opportunities Database</a> Click "sign up" to claim your account.
Research Alerts	Email alerts (customized to your preferences) about <b>research activities</b> at the University of Toronto including the latest funding opportunities and awards, partnership opportunities, commercialization activity, new technologies and start-ups.	Keeping up to date on upcoming funding opportunities, events and news related to research at U of T.	Subscribers are required to self-register for subscription.	All members of U of T Research Community can subscribe. <a href="#">U of T Research Alerts</a>

For **help and support**, please contact the RAISE helpdesk at [raise@utoronto.ca](mailto:raise@utoronto.ca) or **416-946-5000**