

Tri-Agency Stipend and Salary Supplements

Webinar 2: Managing your funds

19 October 2020

Updated post-webinar: 22 October 2020

Webinar Presenters

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Agenda

- Program overview, eligible use of funds
- Accessing your Supplement fund(s)
- Attestation requirement
- Sub-grants
- Financial reporting
- Common Questions, Your Questions

Tri-Agency Supplement Program: Overview

Federal Government provided funds to CIHR, NSERC and SSHRC for **salaries and stipends** to help mitigate the financial impact of interruptions to grant-funded activity due to COVID-19.

Step 1: Supplement funding offered

- ☐ **CIHR, SSHRC and NSERC reached out to Principal Investigators of eligible grants directly to offer a Supplement (July and August 2020)**
- ☐ **PIs accepting the Supplement had to confirm that:**
 - a) they continued to pay salaries or stipends to students, trainees and/or research support personnel between April 1st and June 30th 2020, and
 - b) that their research activity was interrupted between April 1st and June 30th 2020 due to the pandemic.

*the April 1st to June 30th period can be considered the “**qualifying period**” when research was interrupted

Tri-Agency Supplement Program: Overview

Step 2: Tri-Agencies confirmed Supplement amounts and set Terms of Use (September 2020)

- a) The **eligible period** to use the Supplement funds (which is different than the **qualifying period**) is:
 - ⇒ **For NSERC and SSHRC: April 1st, 2020 to March 31st, 2021** (no extensions)
 - ⇒ **For CIHR: April 1st, 2020 to March 31st, 2022** (extensions possible up to end-date of grant for which the supplement was provided.)
- b) Those paid with Supplement funds cannot simultaneously receive benefits from CERB, CESB, Tri-Agency extensions to Scholarships and Fellowships, or any other federal program.
- c) Institutions must obtain **confirmation** those paid with Supplement Funds are not simultaneously receiving benefits from programs noted in b). UofT has created an **Attestation Form (updated October 22, 2020, available on our website)** to be completed by payees and retained by the department or faculty Business Officer.

Recommendation

- ❖ Ideally, spend the Supplement fund as soon as can be done

Accessing your Funds

UofT: creation of separate Supplement Fund research accounts

- Manage the eligible use, reporting requirements, and NSERC & SSHRC's shorter timeframe to use and return funds

Supplement Funds Status:

CIHR and SSHRC:

- All funds have been established as of early October

NSERC:

- Well underway and on-track to be completed by end of October.

Attestation by Payees

Managing the Payee's requirement

- 1. Attestation Form completed and filed with Department or Division issuing payment**
 - Available on VPRI Website
 - Designed to be as non-intrusive as possible for Payee, PI, Department, Institution
- 2. Audit likely on use of funds and record-keeping**
- 3. Principal Investigators, Business Officers, Research Services, IPO and Research Accounting Staff cannot advise on each payee's**

• Payees manage their situation with federal programs, CRA

Where to find the Form: Website

Menu

Division of the Vice-President, Research & Innovation

Research & Innovation > COVID-19 Research & Innovation U... > COVID-19: Supplements for Tri-Ag...



COVID-19: Supplements for Tri-Agency Research Grants

SHARE:  

Attestation Form

Institutions are required to retain a record of payee's declarations that they did not benefit from these other programs while simultaneously being paid by a supplement grant. To facilitate collection of this information from those who will be paid through these additional funds, an Attestation Form is available for use and recordkeeping.

IMPORTANT: Payees must complete, sign, and return the Attestation Form to the PI *and the Department or Faculty Business Officer where the PI's grant is held*.

Download the Attestation Form

The form should not be returned to Research Service Office (RSO), Innovations and Partnerships Office (IPO) or Research Accounting.

Staff in VPRI cannot provide advice or guidance on CESC, CERB, or other related CRA rules in relation to these programs. Those who have questions about those programs should refer to the program websites or contact those program representatives directly with their questions.

October 2020 - <https://research.utoronto.ca/>

Attestation Form

Federal Government - Tri-Agency Salary and Stipend Supplement Program in response to COVID-19

- The Federal Government has provided CIHR, NSERC and SSHRC with additional funds for salaries and stipends to help Faculty manage the impact of COVID-19 on their research activity and funding.
- The Faculty member will use these funds to cover some or all of your salary or stipend. The Supplement program requires that those who are paid by these funds are aware of, and attest to, the following:

Trainees and research support personnel cannot be paid by these supplements if they are simultaneously benefiting from compensation under: the Canada Emergency Student Benefit, or the Canada Emergency Response Benefit, [extensions of tri-agency scholarships and fellowships](#), or any other federal benefit program.

- If you are not receiving any of these other compensation benefits, please complete and sign below and **return it to the Principal Investigator (PI) and the Department or Faculty Business Officer where the Principal Investigator's grant is held**. This form will be retained by the Department or Faculty Business Officer where the Faculty member's grant resides.
- Additional information for the Supplements Program is available on the NSERC site at: [FAQ](#)

Trainee/Staff member name:	
Faculty/Dept :	
PI name (award holder):	
Optional: period to be covered by Supplement Funds (completed by Business Officer or PI) From: To:	
Please confirm and sign below: This is to confirm that I am not receiving any of the following federal government programs indicated below when receiving payment from the Principal Investigator's Tri-Agency Supplement funding: <ul style="list-style-type: none">• The Canada Emergency Student Benefit program (or its successor)• The Canada Emergency Response Benefit program• Other Government of Canada income support related to COVID-19 including the extensions to Tri-agency scholarships and fellowships (Canada Graduate Scholarships Master's, Canada Graduate Scholarships - Doctoral, agency-specific doctoral awards, Postdoctoral Fellowships, Vanier Canada Graduate Scholarships and Banting Postdoctoral Fellowships) I agree to inform the PI, Department/Faculty Business Officer should I begin receiving any of these above listed payments during the period in which I will be paid from this supplement.	
Trainee / Staff Member Signature:	
Date:	

Last updated: October 22, 2020

October 2020 - <https://research.utoronto.ca/>

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Status of Research Applications administered at U of T and FReDs as of October 15, 2020:

To view the Funded Research Digest (FReD) for an award, click on the FReD number if it exists in the table below.

Appl. Rec'd Title of Appl.	Appl. Status	Sponsor	Program Purpose and Type		Fund No.	Appl. No. FReD No. Total Award
			Fund Start Grant Start	Fund End Grant End		
07.10.2019 Moral implications of the Prime Directive	Awarded	Social Sciences & Humanities	Operating Grant 01.04.2020 01.04.2020	31.03.2026 31.03.2025	508711	200451 72059193 303,181.00
07.10.2019 Moral implications of the Prime Directive	Awarded	Social Sciences & Humanities	Operating Grant 01.04.2020 01.04.2020	31.03.2021 31.03.2021	510426	200451 72061035 12,442.00

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Overview of Active Accounts

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Welcome Jean-Luc Picard

Overview of Research Funding

Status of Active Research Funds as of October 14, 2020:

Please note that the "current funds available" amounts may not include some periodic postings such as payroll or purchase card charges.

Click on Fund number to view the PI Report details of a specific account.

CF Center	Fund	Fund End	Sponsor	Budget Category	Budget	Commit/ Actuals	Current Funds Avail
Title							
200000	508711	March 31, 2026	Social Sciences & Humanities	Open	68,064.00	18,809.64	49,254.36
				Subgrant1	10,308.00	10,308.00	0.00
				Total	78,372.00	29,117.64	49,254.36
Moral implications of the Prime Directive							
200000	510426	March 31, 2021	Social Sciences & Humanities	Open	12,442.00	0.00	12,442.00
Moral implications of the Prime Directive							

Ethics, Animal Use, Biohazard certifications

❖ About Ethics, Animal use, and other certifications:

- If there is a protocol outstanding on the primary grant, the same outstanding status applies to the Supplement fund.
- An active protocol on the primary grant is automatically linked to the Supplement fund.
- A pre-release on the primary grant does not automatically apply to the Supplement fund.
 - Option available to you to request a pre-release for the Supplement fund.
- Consult the VPRI Website for information on protocols, and to access the Pre-release form

Sharing Supplements with co-investigators

Two Steps:

- ▶ Sub-grant Agreement is required
- ▶ **The PI or their designate** should contact Mayliza Baak to get the agreement process started: m.baak@utoronto.ca

Financial Reporting to the Agencies

Tri-Agency requirements

- ▶ Supplement activity included in Form 300 with primary grant (s)
- ▶ NSERC and SSHRC Funds unspent as at March 31st, 2021 will be returned the NSERC and SSHRC. (CIHR funds will be returned if unspent after the end date of the primary grant.)

Common Questions

Q: What is **eligible period** of time for using Supplements:

A: For SSHRC and NSERC: April 1st, 2020 to March 31st, 2021

for CIHR: April 1st 2020 to March 31, 2022* (or to end of primary grant if necessary)

The **eligible period** is different from (and longer than) the **qualifying period**. For the Supplements Program, the qualifying period refers to the time that research was interrupted. The eligible period is the time within which you can use the Supplement funds.

Q: Are the supplements only for the same people I paid between April and June?

A: You do not have to use the supplements for the same people.

Common Questions

Q: If a student or grant-paid staff received CESB, CERB (or its successor) or Tri-Agency scholarship and fellowship extensions (students) at any time, are they ineligible?

A: No, they are not ineligible. However, they cannot be paid by the Supplement funds **and** be receiving CERB (or its successor), CESB, Tri-Agency scholarship and fellowship extensions, or any other federal benefits **at the same time**.

Q: What proof do I need that my research was interrupted

A: Your declaration that it was interrupted when you accepted the Supplement is sufficient.

Interrupted:

Your research activity slowed down, paused, changed, or could not proceed due to any COVID-19 related reason.

Common Questions

Q: Can salaries and stipends I paid out of a different fund be recovered from the Supplement Fund?

A: Yes, if you chose to pay salaries or stipends normally covered by your Tri-Agency grant to another fund, then the amount you charged to another fund can be moved to the Supplement Fund

Resources to keep up-to-date / in-touch

☐ Tri-Agency Websites

[CIHR](#)

[NSERC](#)

[SSHRC](#)

☐ [VPRI Website](#)

☐ RSO Contact: Mayliza Baak

Email: m.baak@utoronto.ca

Your Questions

Other questions ?