New My Research Applications and Agreements (MRA) Escalation Factor
Streamlining the Process for MRA Approvals for Teaching Stream Faculty and Librarians 3 and 4

As of August 4, 2022, MRA PI access will be assigned to teaching stream faculty and librarians 3 and 4 upon hiring. Historically, prior to receiving time-limited access to MRA, individuals in these groups were required to secure approval from the Dean/Principal and Vice Provost, Faculty and Academic Life (VPFAL) on a case-by-case basis. Through the new process, unit heads would review requests to approve grant applications in the normal course of MRA approvals, and would continue to ensure that the proposed project is appropriately aligned with the faculty member’s role at the University, and that the scope of the project is reasonable in relation to their assigned workload.

To accommodate this change, the following changes have been made in MRA:

1. All active teaching stream faculty and librarians 3 and 4 have been auto-assigned the MRA PI role. There is no longer a need to get VPFAL approval before MRA set up.

2. New Escalation Factor / Flag for Approver

If an applicant is in the teaching stream or a librarian 3 or 4, their MRA submission will include a flag identifying them as such. In the case of departmentalized faculties, this will ensure that the Dean (STG) or Principal (UTM/UTSC) review and approve the MRA, in addition to the Chair/Director. (In non-departmentalized faculties, all submissions already go to the Dean.)

All Chairs/Directors and Deans/Principals will see this flag in the Escalation Factors section of the MRA approval screen when they click on a review task in their MRA Inbox:
3. **New item on Approver Undertaking**

Unit head approvers will see a new item on their undertaking/attestation screen when they click on the Approve button on the MRA unit head approval screen:  *For research proposals submitted by teaching stream faculty or librarians, the proposed research activities are consistent with the assigned workload and responsibilities for their role.*

**Chair/Director Undertaking**

This approval confirms that:

1. The Department/Center/Institute will provide the necessary administrative and other support should the application be successful (including administrative support, financial support and space as indicated above and in the application); and,

2. The research will be administered in accordance with the Sponsor's terms and conditions and the University's policies and procedures; and,

3. For research proposals submitted by teaching stream faculty or librarians, the proposed research activities are consistent with the assigned workload and responsibilities for their role.

**Dean (STG) / Principal (UTM/UTSC) Undertaking**

This approval confirms that:

1. The support required of administering unit as outlined in this Application Record and in the attached application, including administrative and financial support as well as space, will be provided should this application be successful; and,

2. All University of Toronto commitments listed in this Application Record or in the attached application have been confirmed, including those commitments not under my control; and,

3. The research will be administered in accordance with the Sponsor's terms and conditions and the University's policies and procedures; and,

4. The indirect research cost rate specified in the Application Record is acceptable to the Faculty; and,

5. For research proposals submitted by teaching stream faculty or librarians, the proposed research activities are consistent with the assigned workload and responsibilities for their role.

Please contact the RAISE Helpdesk at 416-946-5000 or [raise@utoronto.ca](mailto:raise@utoronto.ca) if you have any questions.