



Major Research Project Management Fund Guidelines

Purpose

This program is open to support of applications to [Tri-Agency, CRC-eligible programs](#). To be eligible for MRPM support, the proposed research initiative will be a multi-PI, multi-departmental, and/or multi-institutional project led by full-time faculty whose research is campus-based and administered through the University. The budget request to the Tri-Agency program for these large, complex projects are typically in excess of one million dollars (total project cost) at the level of hundreds of thousands per year.

MRPM awards must be matched by cash contributions from the supporting division(s).

Principal Investigator may request project management support on large, complex research projects. Up to \$25K per project year may be requested (\$50K/annum – total when matched).

*Please note: only new, incremental administrative resources are eligible.
This fund is not intended to recover salary of existing staff members.*

Project Eligibility

- The research application is Canada Research Chair-eligible Tri-agency program. (Other sponsors / programs will be considered on a case-by-case basis where all other eligibility criteria are met.)
- The research grant will be awarded to UofT as the lead institution.
- The Principal Investigator is a full-time faculty member whose research is campus-based and administered through the University.
- The research project is large, complex with formidable reporting and audit provisions requiring dedicated project management.
- The funding opportunity includes provision of support for indirect costs at the University of Toronto.
- The funding opportunity does not support project management as an eligible expense.
- The MRPM request will be matched equally by cash from the supporting division(s).

Expense Eligibility

Compensation for a dedicated Project Manager or equivalent (This fund is not intended to recover salary of existing staff members).

Please contact Michael Hussey (m.hussey@utoronto.ca) regarding eligibility of other expenses.

Application

The submission is to be made (by, or copying, the Vice-Dean/Principal Research) at the LOI or full application stage, well in advance of the external program deadline, providing the opportunity to show the MRPM contribution in the application and enhance its competitiveness.

The application form and support documentation is to be submitted directly to Michael Hussey (m.hussey@utoronto.ca) in PDF format as one file using the naming convention: *LastFirst_MRPMApplication_DATE*. The PDF file must contain the following documents in this order

- *completed application form*
- *written confirmation from each source of matching funding*

Equity Diversity and Inclusion

Consistent with University's commitment to equity, diversity, and inclusion (EDI), all projects receiving MRPM support will be expected to implement EDI principles in the management of the research team and integrate considerations of diversity into the research design/methods, as appropriate

Referring to MRPM Awards in the Primary Research Funding Application

With the growing emphasis on institutional investment in large-scale tri-council programs, applicants should make specific mention of a University contribution in any section of the proposal where it is appropriate and relevant to do so.

Adjudication and Payment

Applications will be reviewed by the Assistant Vice-President, Research Services. There is a quick decision turnaround time for MRPM applications to allow incorporation of the award into the grant application.

Funds for Year 1 will be released once the associated grant has been awarded, and you provide staffing (job posting, name of candidate, start date) and salary details. Subsequent instalments will be released based on a financial report for the prior year.

For further information, or to obtain a MRPM Fund application form, contact your divisional Research Office or Michael Hussey (m.hussey@utoronto.ca).