



May 3, 2021

**TO:** Deans and Directors of Faculties and Schools and Designated Contacts for Affiliated Institutions

**FR:** Dr. Digvir Jayas, Vice-President (Research & International)

**RE:** **Research Support Fund (RSF) 2020-2021 Statement of Account and Outcomes Report**

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As part of the University's annual Research Support Fund allocations, the submission of an institutional Statement of Account and Outcomes Report is required.

Each unit within the University and affiliated institutions are required to report annually on the use of their allocation to sustain and improve<sup>1</sup> their research capacity.

The submission is made up of two sections:

- (1) **The Statement of Account.** The first page of the report includes: the main and financial contact information with signatures; and the total amounts in each of the program's five priority areas<sup>2</sup>.
- (2) **The Outcomes Expenditure Details.**
  - a. Sections I-V (one section for each of the five priority areas<sup>2</sup>) of the Outcomes Report is used to provide qualitative and quantitative information for each priority area RSF was invested in.
  - b. Section VI relates to 'Overall Impacts' the RSF has had on your unit/institution and asks for details/examples.
  - c. Section VII asks for other comments/suggestions for the program.

Please submit your completed signed submission via email to the Senior Budget Officer Laura Deen at: [Laura.Deen@umanitoba.ca](mailto:Laura.Deen@umanitoba.ca) **by June 30, 2021.**

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<sup>1</sup>Please note the concept of incrementally, in terms of the use of funds, remains at the heart of the RSF.

<sup>2</sup>Priority areas include: Facilities, Resources, Management and Administration, Regulatory Requirements and Accreditation, and Intellectual Property.

**Note: Expenditures incurred to meet regulatory requirements and technical support for animal care are to be included in 'Section IV - Regulatory Requirements and Accreditation' category and **NOT** 'Section I - Facilities.'**

An eligible and ineligible expenditure list is available at: <http://www.rsf-fsr.gc.ca/administer-administrer/expenditures-depenses-eng.aspx>

**A fillable Statement of Account & Outcomes Report is available at the following link:**  
[http://umanitoba.ca/research/research\\_support\\_funds.html](http://umanitoba.ca/research/research_support_funds.html)

If you have any questions about this request, please feel free to contact me or our Senior Budget Officer.

Thank you in advance for your attention to this matter.

DJ/ld

encl.

cc. Associate Deans (Research)  
Unit Administrative Assistants