ALES RESEARCH & STRATEGIC INITIATIVES TEAM - FAQ

September 2022

Who are we?

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Chris Kazala, MSc
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Where are we located?

● 2-10 and 2-14 Agriculture/Forestry Centre (in person or by virtual meeting)
● Marina (2-10C): On campus Mondays, Thursdays and alternating Fridays
● Chris (2-10C): On campus Tuesdays, Wednesdays and alternating Fridays
● René (2-10H): On campus Monday to Friday
● Barb (2-14B): By appointment

Who do you contact for support?

● We are all available for you to contact directly, however, for dedicated support:
  ○ Marina is responsible for RENR, REES and HE.
  ○ Chris is responsible for AFNS.

How do we serve/support the academic community?

● Development of Large-scale Strategic Initiatives
  ○ We support the development of large multi-researcher, faculty and institutional applications; working alongside researchers, sponsors and stakeholders to help manage submissions and launch new large strategic research programs.

● Research Funding Applications and Proposals
  ○ We provide advice and answer questions as you develop your research applications and proposals.
  ○ We review research documents for eligibility, compliance and required elements, and work with you to obtain signature(s) and approval(s) as needed.
  ○ We provide additional support for Assistant Professors and newly hired faculty where possible.
  ○ We provide Department Chairs with a summary of departmental activity, noteworthy cases and strategic opportunities on a regular basis.

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● Research Services Office (RSO) on-line approval process:
  o Marina or Chris completes the review for Department/Faculty approval.
  o The deadline to submit a proposal for internal review is 8 business days prior to the sponsor deadline, to allow time for faculty and RSO reviews and approvals; we will inform you if this deadline is extended for high-volume competitions (e.g., Ag Funding Consortium and NSERC Discovery). Please check the RSO website or contact the ALES Research Coordinators if you need help determining the deadline.

● Research Applications and Proposal Reviews completed by Chris and Marina will include:
  o Budget and Budget Justification are correct and comply with UofA policy and sponsor guidelines.
  o **Overhead** (OH) or **Direct Grant Administrative Costs** (DGAC) are included (default is 30% for OH).
  o **Authorization** from the Dean is included in the submission if there is any deviation from the standard rates for OH or DGAC; or if there are any Faculty commitments (e.g. funding support or space).
    ▪ **Note:** The Dean’s approval is not needed if there is a **publicly available policy** on overhead from the sponsor which is less than 30%.
  o **Authorization** from your Chair is included in the submission if there are any Department commitments (e.g. teaching release).
    ▪ **Note:** Formal authorization(s) must be in place **prior to submission** for internal review or it will be returned to the PI.
  o Contributions (cash and in-kind) made from other sources (e.g. supporting companies, researchers, other institutions, etc.) have supporting documentation attached to the proposal.
  o Certifications and Commercial Rights (e.g. intellectual property, IP) are included where appropriate.
  o Alignment to non-budget related sponsor guidelines in order to improve success rate for applications – only if submitted well before deadline.

● Research Funding Opportunities:
  o A main priority of our team is to regularly connect with the Vice-President Research and Innovation (VPRI), RSO, Tri-Agency, and other offices and funding organizations to be aware of new opportunities as early as possible; and allow for the development and communication of internal Faculty processes for competitions that require Faculty level adjudication.
  o We can help you best, if you - the researchers, provide us with early notification of your intent to apply.
  o We will notify all ALES PIs ASAP of funding opportunities of broad interest; and individual PIs when more specific opportunities arise.
  o RSO Funding Opportunities list:
    ▪ [https://www.ualberta.ca/research-services-office/funding-opportunities/index.html](https://www.ualberta.ca/research-services-office/funding-opportunities/index.html)