



While the overall context, general purpose, and scope of the new guide remains the same as the pilot guide there were some updates/changes made based on feedback received through the pilot phase of the project. The changes include:

General

- The overall organization of the Guide has changed
- A number of sections have been edited for clarification purposes

More specifically:

Section 2.2 Overview of Grant Administration Roles and Responsibilities for Appropriate Use of Grant Funds

- Additional bullets have been added to both the Administering Institutions' and Grant Recipients' and any Delegates' roles and responsibilities sections

Section 2.1 Statement on Equity, Diversity and Inclusion and the Use of Grants Funds

- Section has been expanded on and tied directly into the use of grants funds

Section 2.3 Principles governing the Appropriate Use of Grant Funds

- Added the italicized text to Principle 1 and 4. The Principles now read as noted below:

Grant expenditures must:

- Contribute to the direct costs of research/activities *for which the funds were awarded, with benefits directly attributable to the grant*
- Not be provided by the administering institution to their research personnel
- Be effective and economical
- Not result in personal gain *for members of the research team*

Section 2.4.1. Employment and Compensation Expenditures:

- The eligibility for severance pay has been updated. There is no longer a requirement for the appropriate funding agency to review these on a case by case basis
- The restriction tied to paying employees of federal government departments and agencies has been removed (reference to this has also been removed from section 2.4.2 Goods and Services Expenditures)

Section 2.4.3 Travel and Travel-related Subsistence Expenditures

- Reference to individuals remaining at a travel destination in excess of 6 consecutive months and meals and accommodations beyond 6 months not being reimbursable has been removed



Section 2.4.5 Gifts, Honoraria and Incentives

- Added the following: In recognition of the cultures and traditions of First Nations, Metis and Inuit, Elders and other Knowledge Keepers who also fulfill another role (i.e. an independent researcher) are eligible to receive gifts in a ceremonial or other context

Section 3.7 Transfer of Funds

- Added Details to Appendix 2: Transfer of Funds Agreement Requirements (Eligible and Non-Eligible Institutions)
- Added the following: Invoices, contracts or accountable advances are not considered to be grant transfers

Section 5.2 Paid Maternity/Parental Leave for Students and Postdoctoral Fellows

- The agencies now allow maternity/parental leave supplements within 12 months (up from 6) following a child's birth or adoption to eligible students and postdoctoral fellows who are paid out of agency grants and who are the child's primary caregiver.
- The supplement paid to the grant recipient can now cover up to 12 months of leave (up from 6).

Note: The above two changes came into effect April 1, 2019. The Guide has now been updated to reflect this.