

University of Northern British Columbia - GRANT and CONTRACT Submission Form

THIS FORM, COMPLETED AND SIGNED, MUST BE ATTACHED TO A COPY OF THE RESEARCH PROPOSAL AND DELIVERED TO THE OFFICE OF RESEARCH PRIOR TO SUBMISSION TO THE FUNDING AGENCY. By signing this form the Principal Investigator acknowledges awareness of, and agreement to adhere to, UNBC policies and procedures governing health and safety and the conduct of research.

Title of Contract/proposal:	_____	_____
Funding Agency:	_____	_____
Principal Investigator(s):	_____	_____
	Signature	Date
Project date:	_____	_____
	Start date	End date
Program Chair:	_____	_____
	Signature	Date
College Dean:	_____	_____
	Signature	Date
Vice President Research:	_____	_____
	Signature	Date

Location of Research: _____
Please describe the geographic area in which the research will be conducted or have relevance

Overhead: UNBC has a standard rate for overhead, where overhead is permitted, of up to 40%.
Does this proposal include overhead? **Yes** **No** ; If yes, what is the percentage? _____
If NO please explain _____

Benefits: Have you budgeted for benefits? **Yes** **No** ; (Please confirm benefits cost with HR)

Assistants: How many students/assistants/post docs will be hired? _____

Ethics Review: - Does this proposal involve human subjects **Yes** **No** ;
- Does this proposal involve animal subjects **Yes** **No** ;
- This proposal **will be** *or* **has been** reviewed by the Research Ethics Board/Animal Care and Use Committee

IP & Copyright: The Principal Investigator(s) is aware of and accepts copyright or other intellectual property conditions imposed by the granting/contracting agency and will convey these to others working on the project. **Yes** **No**

Facilities Implications: Please specify university facilities that this proposal commits beyond those that are currently available to you? **None OR:** _____

Health and Safety: Please indicate whether the research proposed, or any equipment to be purchased, has the potential to prompt health and safety concerns: **Yes** **No**
If yes, is a suitable plan and budget in place to address health and safety? **Yes** **No**

Please specify any health and safety considerations that may arise from the research proposed:

Please return this form to the Office of Research