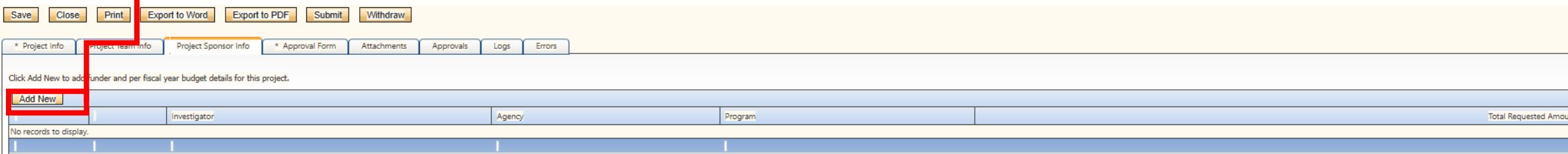# CURESEARCH USER 101

SPONSOR TAB DETAILED

https://research.carleton.ca/research-support/carletons-research-support-network/curesearch/

TAB 3: "Project Sponsor Info"

Click "Add New" to add funder or "Party" to Agreement name + Program and per fiscal year budget

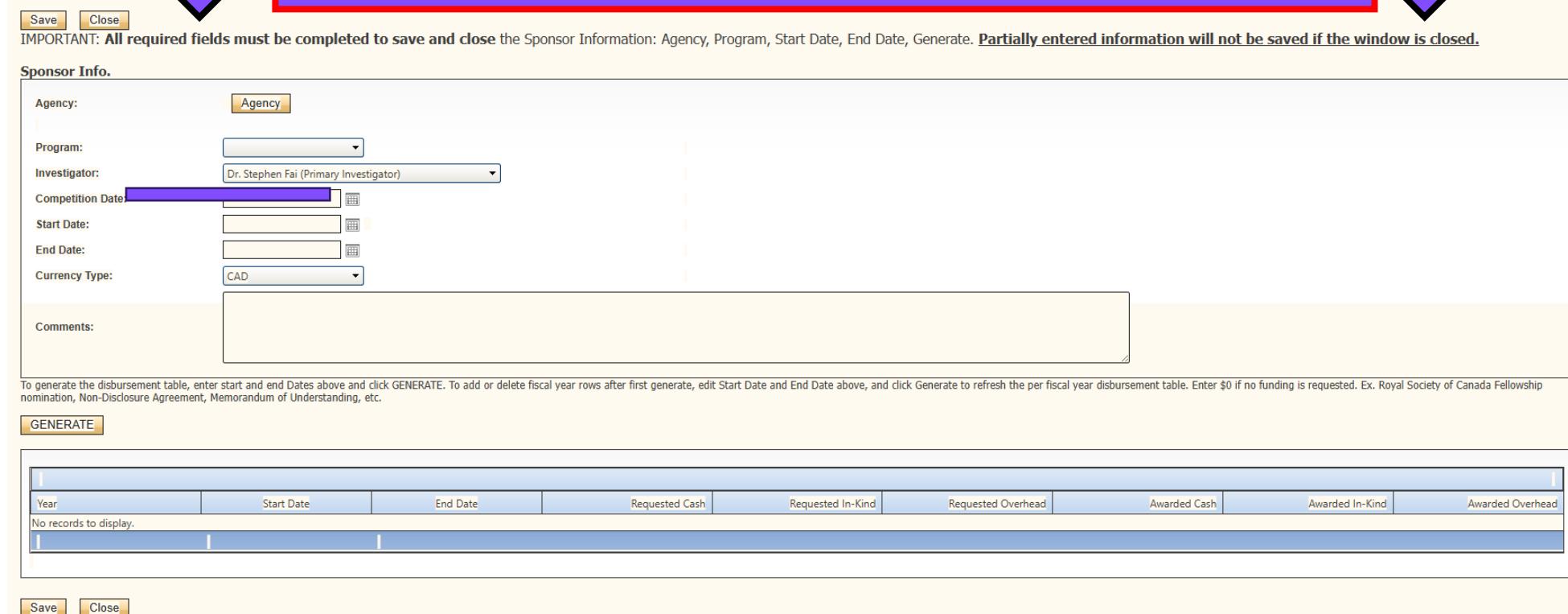| Save | Close | Print | Export to Word | Export to PDF | Submit | Withdraw |

| * Project Info | Project Team Info | Project Sponsor Info | * Approval Form | Attachments | Approvals | Logs | Errors |

Click Add New to add funder and per fiscal year budget details for this project.

Add New

	Investigator	Total Requested Amount	Agency	Program	

No records to display.

New Window Appears

| Save | Close |

IMPORTANT: **All required fields must be completed to save and close** the Sponsor Information: Agency, Program, Start Date, End Date, Generate. **Partially entered information will not be saved if the window is closed.**

Sponsor Info.

Agency: [Agency]

Program: [▼]

Investigator: [Dr. Stephen Fai (Primary Investigator)   ▼]

Competition Date: [   ] [▦]

Start Date: [   ] [▦]

End Date: [   ] [▦]

Currency Type: [CAD   ▼]

Comments: [   ]

To generate the disbursement table, enter start and end Dates above and click GENERATE. To add or delete fiscal year rows after first generate, edit Start Date and End Date above, and click Generate to refresh the per fiscal year disbursement table. Enter $0 if no funding is requested. Ex. Royal Society of Canada Fellowship nomination, Non-Disclosure Agreement, Memorandum of Understanding, etc.

GENERATE

Year	Start Date	End Date	Requested Cash	Requested In-Kind	Requested Overhead	Awarded Cash	Awarded In-Kind	Awarded Overhead

No records to display.

| Save | Close |

Agency name

IMPORTANT: All required fields must be completed to save and close the Sponsor Information: Agency, Program, Start Date, End Date, Generate. **Partially entered information will not be saved if the window is closed.**

Sponsor Info.

Agency:	Agency
Program:	▼
Investigator:	Dr. Stephen Fai (Primary Investigator) ▼
Competition Date:	📅
Start Date:	📅
End Date:	📅
Currency Type:	CAD ▼
Comments:	

Click "Agency"

To generate the disbursement table, enter start and end Dates above and click GENERATE. To add or delete fiscal year rows after first generate, edit Start Date and End Date above, and click Generate to refresh the per fiscal year disbursement table. Enter $0 if no funding is requested. Ex. Royal Society of Canada Fellowship nomination, Non-Disclosure Agreement, Memorandum of Understanding, etc.

GENERATE

Year	Start Date	End Date	Requested Cash	Requested In-Kind	Requested Overhead	Awarded Cash	Awarded In-Kind	Awarded Overhead
No records to display.								

Save Close

New Window Appears

Agency List

Close

○ Start With ● Any part

Agency Name:
Abbreviation:

Search Reset

Options	Name	Abbreviation	Source
	▼	▼	▼
Select	10 Carden	10C	Canadian Foundations, Associations and NPOs (33090, 37400, 34500, 37000-37589)
Select	1947796 Ontario Inc. (Lumenix)		Canadian Businesses (36000-36800)
Select	1Qbit Information Technologies Inc.	1Qbit	Canadian Businesses (36000-36800)
Select	2 Spirits In Motion Society	2SiMS	Canadian Foundations, Associations and NPOs (33090, 37400, 34500, 37000-37589)
Select	2bind GmbH		International Businesses (excluding U.S.) (38450)
Select	3DBioFibr		Canadian Businesses (36000-36800)

|◄ ◄ 1 2 3 4 5 6 7 8 9 10 ... ► ►| Page size: 6 ▼

Close

Agency Name Cont'd

Agency List

Close

○ Start With ● Any part

Agency Name: social sciences
Abbreviation: sshrc

Search Reset

Options	Name	Abbreviation	Source
Select	Social Sciences and Humanities Research Council	SSHRC	Canadian Federal Tri Council Awards (including TIPS) (31000-32200)

Close

Click Search

Click Select

Agency Populates in Window

Save Close

IMPORTANT: **All required fields must be completed to save and close** the Sponsor Information: Agency, Program, Start Date, End Date, Generate. **Partially entered information will not be saved if the window is closed.**

Agency: Social Sciences and Humanities Research Council Agency

Program:

Investigator: Dr. Stephen Fai (Primary Investigator)

Competition Date:

Start Date:

End Date:

Currency Type: CAD

Comments:

To generate the disbursement table, enter start and end Dates above and click GENERATE. To add or delete fiscal year rows after first generate, edit Start Date and End Date above, and click Generate to refresh the per fiscal year disbursement table. Enter $0 if no funding is requested. Ex. Royal Society of Canada Fellowship nomination, Non-Disclosure Agreement, Memorandum of Understanding, etc.

GENERATE

Year	Start Date	End Date	Requested Cash	Requested In-Kind	Requested Overhead	Awarded Cash	Awarded In-Kind	Awarded Overhead
No records to display.								

Agency Name Cont'd

Can't find the agency you are looking for?

SELECT "NONE"

Write name in "Comments"

Program Name

Select program from drop down menu

Save   Close

IMPORTANT: **All required fields must be completed to save and close** the Sponsor Information: Agency, Program, Start Date, End Date, Generate. **Partially entered information will not be saved if the window is closed.**

Sponsor Info.

Agency:	Social Sciences and Humanities Research Council Agency
Program:	[▼]
Investigator:	(...tigator) ▼
Competition Date:	
Start Date:	
End Date:	
Currency Type:	
Comments:	

Dropdown list:
- Aboriginal Research
- Aid Research Workshops & Conferences in Canada
- Aid to Research and Transfer Journals
- Aid to Research Workshops & Conferences in Canada
- Aid to Scholarly Journals
- Artifical Intelligence Humanities Sandpit
- Aurora Prize
- Banting Postdoctoral Fellowships Program
- Bora Laskin National Fellowship H.Rights Research
- Canada-UK Artificial Intelligence Initiative
- Community University Research Alliances (CURA)
- Community University Research Alliances (CURA)-LOI
- Connection
- Connection (Sub-grant)
- Connection: Indigenous Research Capacity and Reconciliation
- Contract
- Contract
- COVID Supplement
- Department of National Defence Research

To generate the disbursement table, enter ... click GENERATE. To add or delete fiscal year rows after first generate, edit Start Date and End Date above, and click Generate to refresh the per fiscal year disbursement table. Enter $0 if no funding is requested. Ex. Royal Society of Canada Fellowship nomination, Non-Disclosure Agreement, Me... etc.

GENERATE

Year		End Date	Requested Cash	Requested In-Kind	Requested Overhead	Awarded Cash	Awarded In-Kind	Awarded Overhead
No records to display.								

Save   Close

Program Name Cont'd

Can't find the program you are looking for?

SELECT a program from the drop down

Write correct program name in "Comments"

Dates and Currency Type

Save   Close

IMPORTANT: **All required fields must be completed to save and close** the Sponsor Information: Agency, Program, Start Date,

Sponsor Info.

Agency: Social Sciences and Humanities Research Council   [Agency]

Program: Aboriginal Research ▼

Investigator: Dr. Stephen Fai (Primary Investigator) ▼

Competition Date: [   ] 🗓

Start Date: [   ] 🗓

End Date: [   ] 🗓

Currency Type: CAD ▼

Comments: [   ]

Enter Competition Date (if relevant) manually or by clicking on the calendar icon

Enter Start & End Date manually or by clicking on the calendar icon

All Amounts must be entered in CAD
Select CAD from drop down

To generate the disbursement table, enter start and end Dates above and click GENERATE. To add or delete fiscal year rows after first generate, edit Start Date and End Date above, and click Generate to refresh the per fiscal year disbursement table. Enter $0 if no funding is requested. Ex. Royal Society of Canada Fellowship nomination, Non-Disclosure Agreement, Memorandum of Understanding, etc.

GENERATE

Year	Start Date	End Date	Requested Cash	Requested In-Kind	Requested Overhead	Awarded Cash	Awarded In-Kind	Awarded Overhead
No records to display.								

Save   Close

Click "Generate"; Enter cash, in-kind, overhead amounts. IF NONE ENTER $0

Amounts

Save   Close

IMPORTANT: **All required fields must be completed to save and close** the Sponsor Information: Agency, Program, Start Date, End Date, Generate. **Partially entered information will not be saved if the window is closed.**

Sponsor Info.

Agency:	Social Sciences and Humanities Research Council Agency
Program:	Aboriginal Research ▼
Investigator:	Dr. Stephen Fai (Primary Investigator) ▼
Competition Date:	
Start Date:	2026/01/01
End Date:	2029/12/31
Currency Type:	CAD ▼
Comments:	

To generate the disbursement table, enter start and end Dates above and click GENERATE. To add or delete fiscal year rows after first generate, edit Start Date and End Date above, and click Generate to refresh the per fiscal year disbursement table. Enter $0 if no funding is requested. Ex. Royal Society of Canada Fellowship nomination, Non-Disclosure Agreement, Memorandum of Understanding, etc.

GENERATE

Year	Start Date	End Date	Requested Cash	Requested In-Kind	Requested Overhead	Awarded Cash	Awarded In-Kind	Awarded Overhead
2026	2026/01/01	2027/03/31	0.00	0.00	0.00	0.00	0.00	0.00
2028	2027/04/01	2028/03/31	0.00	0.00	0.00	0.00	0.00	0.00
2029	2028/04/01	2029/03/31	0.00	0.00	0.00	0.00	0.00	0.00
2030	2029/04/01	2029/12/31	0.00	0.00	0.00	0.00	0.00	0.00
			0.00	0.00	0.00	0.00	0.00	0.00

Save   Close

Enter Cash, in-kind and overhead amounts in relevant field (Requested, Awarded)

CLICK SAVE

No amount to enter? Enter $0

Watch for the Required information prompts after Saving AND BEFORE CLOSING!!

Partially entered information will not be saved

NEED HELP?

CONTACT

curesearch@carleton.ca