

**CU SSHRC EXCHANGE – KNOWLEDGE MOBILIZATION GRANT  
TERMS AND CONDITIONS**

- 1) **Extensions:** no extensions will be granted.
- 2) **Eligibility:** Award holder must remain a faculty member whose contractual duties include research AND hold a tenured or tenure-track appointment at Carleton.

The following constitute grounds for termination of the funding:

- Resignations of an appointment
- Retirement without continued affiliation to Carleton University that allows the awardee to hold research funding

Funding will be put on hold during official leaves from the University

Any unspent funds will be returned to the University.

- 3) **Financial regulations:** This award is subject to:
  - The regulations and guidelines of the Tri-Council  
[https://www.nserc-crsng.gc.ca/InterAgency-Interorganismes/TAFA-AFTO/guide-guide\\_eng.asp](https://www.nserc-crsng.gc.ca/InterAgency-Interorganismes/TAFA-AFTO/guide-guide_eng.asp)
  - Carleton University's policies on fund management  
<https://www.carleton.ca/financialservices/policies/>
- 4) **Transfers of funds:** Funds cannot be transferred to other institutions.
- 5) **Compliance certificates:** Funds will only be released on receipt of approval of regulatory clearances, as applicable. If you have not yet initiated the process, please contact the appropriate office(s) without delay:
  - Human Research Ethics <https://carleton.ca/humanresearchethics/contact/>
  - Animal Ethics and Biohazards <https://carleton.ca/animalethics/>
- 6) **Affiliation:** Carleton University affiliation must be included on all resulting research outputs.
- 7) **Promotional purposes:** The summary provided as part of the proposal may be used for promotional purposes.
- 8) **Grant facilitation services:** In accepting this award, the grant holder commits to working with their Faculty Research Facilitator on their Tri-Council grant proposal should they have confirmed that intention at the time of application.
- 9) **Final report:** Grant holders are required to submit a [final report](#) via web-form within 6 months following the award end date, detailing the activities undertaken as a result of this funding, as well as the outcomes and impacts, including research funding proposal submissions.