

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

- 1) **Term:** one (1) year (no extensions will be granted)
 - 2) **Appointment status:** If, during the period of the award, the grantee resigns from his/her current appointment with the University, the grant will be terminated. 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
<http://science.gc.ca/default.asp?lang=En&n=56B87BE5-1>
 - Carleton University's policies on fund management
<http://www5.carleton.ca/financialservices/policies/>
- *Research expenses are expected to be in accordance with the approved budget as set out in your grant application. A budget must be resubmitted for approval for deviations exceeding 50% of the total award.
- 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 3 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.