



Research Unit and Team Infrastructure Examples of Eligible and Ineligible Expenses

Michael Smith Foundation for
Health Research

MSFHR infrastructure funds are intended to cover the costs of providing common services to researchers that enhance the research environment, increase productivity, build critical mass or improve integration. Funding is intended to augment current infrastructure funding; not replace it or to take the place of funding that otherwise would be allocated to support health research infrastructure in the absence of MSFHR funding.

Below is a list of **examples** of eligible and ineligible items (the lists are not meant to be all-inclusive). Requests for support of certain items must be appropriate for the size, functions and location of the Team/Research Unit and its proposed research plan. MSFHR will determine eligibility on an individual basis for any items requested that do not appear on this list of eligible and ineligible expenses.

Eligible Expenses

- Salaries of staff and students providing infrastructure services that support research activity.
- Costs of computers for staff and students supported exclusively by MSFHR infrastructure funds, and specialty software they require to support research activity (not including general administration).
- Costs relating to common services such as technical research staff, specialty animal facilities, culture medium preparation, database management, and access to specialized facilities outside the institution or province.
- Salaries of administrative support for the Team/Research Unit not normally provided by the host institution.
- Costs of a research support office (translation, statistical consulting, survey design consulting, grant facilitation, etc.).
- Costs relating to the recruitment of staff providing infrastructure services that support research activity.
- Office and communication costs: stationery, photocopying, mail, long-distance telephone, fax, audiovisual, network or internet access and management.
- Costs of resources and activities that bring people together for the purpose of collaboration, networking, and/or knowledge exchange, including conferences, workshops and similar meetings; video- and tele-conferencing; web site development and maintenance; publications; planning, co-ordination and outreach activities; associated travel and accommodation; and honoraria for speakers and other invited guests.
- Costs relating to the transfer of knowledge to clinical practice and of technologies to industry.
- Costs relating to buying release time from clinical, teaching or administrative duties so that a researcher may spend more time doing research related to the Team's/Research Unit's research plan (capped to a maximum of 50% of salary).

- Support for research training in a defined training program developed by the Team/Research Unit or for training that is essential/important for productivity but is only available external to the Team/Unit or institution.

Ineligible Expenses

- Salaries for QHRs and AHRs (excepting costs relating to release time from clinical, teaching or administrative duties so that a researcher may spend more time doing research related to the Team's/Research Unit's research plan (capped to a maximum of 50% of salary)).
- Stipends for trainees and students.
- Direct research costs.
- General administrative costs for research: costs inherent in managing human resources, finances, supplies, laundry, etc. (normally funded by the host institution).
- Basic costs for acquiring library resources.
- Audiovisual costs for institutional use: basic infrastructure required for producing audiovisual documents (excluding those costs associated solely for research activity).
- Liability, fire and other insurance: costs for the institution of which the Team/Research Unit is a part.
- General marketing and publicity costs.
- Maintenance, security and operating costs.
- Capital costs (including furniture, and equipment other than computers for staff and students supported exclusively by MSFHR infrastructure funds).
- Renovations to facilities including buildings, laboratories and other rooms.
- Maintenance and repairs to facilities (including buildings, laboratories, other rooms, furniture and equipment allocated to research activities). (This excludes service contracts for state-of-the-art scientific facilities exclusively used for research, which are considered direct costs.)
- Costs of operating the facilities: heating, ventilation, air conditioning, water, electricity, etc.
- Cleaning.
- Institutional expenses for clinical care such as laundry, uniforms, bedding, dishes, meals, etc.