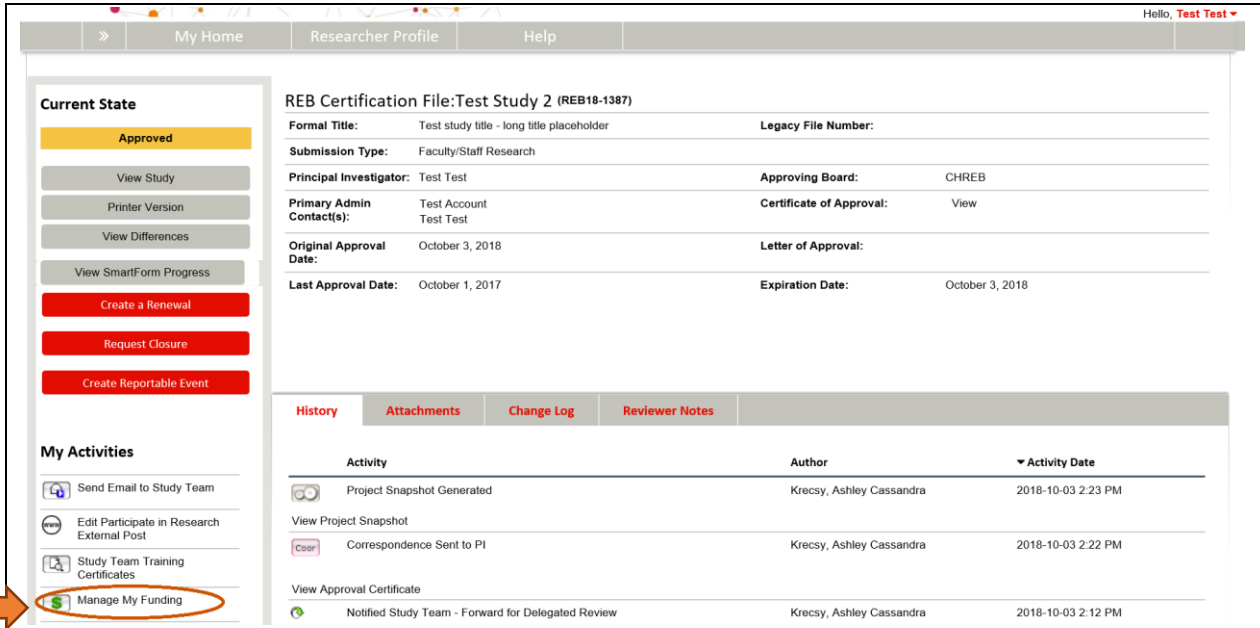


MANAGE MY FUNDING

The Principal Investigator is responsible for the accuracy of funding information within an application. “Manage My Funding” is found under “My Activities” in your study workspace:



The screenshot shows the IRISS application interface. At the top, there are navigation tabs: My Home, Researcher Profile, and Help. The user is logged in as 'Hello, Test Test'. The main content area is titled 'REB Certification File: Test Study 2 (REB18-1387)'. It displays various details such as Formal Title, Submission Type, Principal Investigator, Primary Admin Contact(s), Original Approval Date, Last Approval Date, Legacy File Number, Approving Board, Certificate of Approval, Letter of Approval, and Expiration Date. Below this, there are tabs for History, Attachments, Change Log, and Reviewer Notes. The 'My Activities' sidebar on the left contains several options, with 'Manage My Funding' highlighted by an orange arrow and a red circle.

Note:

1. This functionality is available only when the study is in an "Approved" state.
2. For REB applications, this activity is available to the PI and Study Coordinators, Research Nurse or Research Assistant.
3. For ACC applications, this activity is available to the PI, Primary Admin Contact, Co-Investigators, Lab Managers and Study Support Staff.
4. If you need to update your application with a new funding source, the PI must submit a formal modification.

FUNDING PAGE

1. Select whether the research is funded or unfunded for Q.1 based on the below explanation.

Unfunded - Funding not required, using personal funds, etc.

Funded - Grant, sub grant, industry sponsored, contract, internal funds, donation or some other source of funding.

1.0

* Proposed research is:

Unfunded

Funded

[Clear](#)

2. Select the type of funding:

Grant	- Non-industry awards, Foundation grants, Peer-Reviewed grants. <i>(Ex: CIHR Grants, NIH Grants)</i>
Contract	- Industry grants, awards, and gifts or similar. <i>(Ex: Pfizer, GlaxoSmithKline)</i>
Internal Funds	- Investigator contingency accounts and all Faculty and Departmental internal funds <i>(Ex: Start up fund)</i>
Service Agreement	- An agreement to pay for or provide a specific service. <i>(Ex: Pharmaceutical Company provides the drug for your study)</i>
Cooperative Groups	- Funding from a large network of researchers, physicians, and health care professionals at public and institutions who are members of the group involved in clinical research <i>(Ex: National Cancer Institute of Canada (NCIC-CTG)).</i>
Other	- Donations, crowd sourcing, charitable donation, etc.

2.0 * Type of Funding: *(select all that apply)*

Grant (external)

Contract (e.g. Industry sponsored / for-profit organization)

Internal Funds (e.g. start-up funds, operational)

Service Agreement (Funder pays for specific services, e.g., animal testing)

Cooperative Groups

Other

2.1 Specify (if Other is selected):

3. Provide the funding agency details (ID, Title, Sponsor) and the award status.

Funding ID	- Project number assigned to your funds administered through the Research Services Office (RSO), number associated with your contract/agreement for industry sponsored funding, etc.
Funding Project Title	- Title that was used for your funding.
Agency/Sponsor	- Select the agency/sponsor from the database. If the agency/sponsor is not in the database, add it to section 3.1.
Funding Award Status	<p>Pending - if your funding has been applied for but has not been awarded/confirmed yet;</p> <p>Awarded - if you have received your notice of award or confirmation.</p>

Add FundingGrants_ManualEntry

1.0 Funding ID:

2.0 * Funding Project Title:

3.0 Agency/Sponsor: ***

3.1 - Unlisted Agency/Sponsor (if not found above):

4.0 Funding Award Status:
 Pending
 Awarded / Confirmed
[Clear](#)

* Required

4. Select the office that administer the funding:

4.0 * Indicate which office administers the funding:

University of Calgary – Research Services Office (RSO)

University of Calgary – Legal, Research Services, Cumming School of Medicine (CSM Legal)

Alberta Health Services

Covenant Health

University of Alberta – Research Services Office (RSO)

Other

4.1 Specify (if Other is selected):

University of Calgary - Research Services Office (RSO) - Administers grants, prizes, awards, as well as internal funding (*Ex: CIHR, Post-Doc Awards, etc.*)

University of Calgary - Legal, Research Services, Cumming School of Medicine (CSM Legal) - Administers industry sponsored funding.

Other - Funds managed by private practice (not administered through any of the organizations named above).

5. Select the sponsor of the study.

5.0 * Indicate if this research is sponsored or monitored by any of the following: (*select all that apply*)

Health Canada

United States Food and Drug Administration (US FDA)

United States Department of Health and Human Services (US DHHS - NIH, NCI, OHRP)

European Medicines Agency (EMA)

Not Applicable

Health Canada – Involved with any project involving a drug, device, biologic, vaccine, natural health product, and radiopharmaceutical.

US FDA or DHHS – Involved with any project involving funding sites participants, sponsor and/or drug/device from the US.

EMA – Involved with any project involving funding sites participants sponsor and/or drug/device from the European Union.