



CANADA RESEARCH CHAIRS PROGRAM INSTITUTIONAL FUNDING SUPPORT REPORT

IMPORTANCE OF COLLECTING PERFORMANCE DATA

Thank you for taking the time to complete this report. Support provided by the Canada Research Chairs Program is an investment of public funds. The program's accountability responsibilities regarding the use of award funds include reporting to the Government of Canada and program stakeholders, including Canadians, about who receives support and how funds are used to meet the program's objectives. To help ensure accountability, award recipients must report on progress annually, and are expected to publicly acknowledge their award funding to bring awareness to the value and impact of the program within the Canadian and international research enterprise. The information provided in this form will be aggregated to generate performance information on the program as a whole. Recipients are responsible for maintaining their eligibility and expending funds in accordance with program guidelines. In order for the Canada Research Chairs Program to collect data for its evaluation and performance management activities, institutions are required to provide reports on the deployment and management of Canada Research Chairs at their institution, as stipulated by the program.

Should you have any questions about the information you are being asked to provide, contact the program at information@chairs-chaire.gc.ca. If you require technical support, contact our helpdesk at 613-995-4273 or websupport@chairs-chaire.gc.ca.

PRIVACY NOTICE STATEMENT

The Tri-agency Institutional Programs Secretariat (TIPS), which is housed within the Social Sciences and Humanities Research Council (SSHRC), is responsible for the day-to-day administration of the following tri-agency programs: Canada Research Chairs Program, Canada Excellence Research Chairs Program, Canada 150 Research Chairs Program, Canada First Research Excellence Fund, Research Support Fund, New Frontiers in Research Fund, and Canada Biomedical Research Fund. TIPS is strongly committed to the protection of all personal information collected and used in the operation and management of its activities.

The personal information is collected under the respective authority of section 4(2)(a) of the [Natural Sciences and Engineering Research Council Act](#), section 4(2)(a) of the [Social Sciences and Humanities Research Council Act](#), or sections 4, 5 and 26 of the [Canadian Institutes of Health Research Act](#), depending on the program.



CANADA RESEARCH CHAIRS PROGRAM INSTITUTIONAL FUNDING SUPPORT REPORT

Your data will be collected, used, disclosed and retained in accordance with the [Privacy Act](#). It may be used for the purposes of program operations (including recruitment for merit review processes, where applicable); planning; performance measurement and monitoring; evaluation; and audits, and in aggregate form to report to government or the public. Self-identification statistics will always be reported in aggregate form to ensure protection of the identity of any individual.

TIPS also shares aggregated self-identification data with host institutions to allow them to monitor their efforts in meeting their equity targets for the Canada Research Chairs Program. While TIPS never shares self-identification data specific to an individual, it is possible that some institutions may be able to identify some individuals' personal information when the aggregated data shared is for fewer than five chairholders.

TIPS shares data with only one key administrative contact per institution, identified by the institution as having the authority to receive the data, under very strict confidentiality requirements. No data on sexual orientation nor the subcategories of visible minority groups and persons with disabilities is shared with institutions.

Refusal to submit the annual report may result in funding being put on hold until the completed annual report is received by TIPS.

For more information, please refer to SSHRC PPU 016, described in [SSHRC's Info Source](#).

If you have any questions or concerns on the annual progress report, contact TIPS at information@chairs-chaire.gc.ca.

For more information about your rights under the *Privacy Act*, or our privacy practices, or to **access or correct** your personal information, contact [SSHRC's \(and TIPS'\) ATIP Coordinator](#).

If you believe your personal information has been mishandled, or have concerns about SSHRC's privacy practices, you have the right to file a **complaint** with the [Office of the Privacy Commissioner](#).

Third-party hosting: The report is hosted on the platform of a third party, Voxco. As the servers used by Voxco are located in Canada, the data is hosted in Canada.

Note:



CANADA RESEARCH CHAIRS PROGRAM INSTITUTIONAL FUNDING SUPPORT REPORT

- By submitting your information, you are confirming that you have read and understood the Privacy Notice Statement outlined above and have provided your personal information in accordance with it.
- Personal information of a third party should not be disclosed within this report without their consent.

Preview



CANADA RESEARCH CHAIRS PROGRAM INSTITUTIONAL FUNDING SUPPORT REPORT

CONTACT INFORMATION OF INSTITUTIONAL REPRESENTATIVE FILLING OUT THE REPORT

Name of institution:	[text response]
Last name of institutional representative:	[text response]
First name of institutional representative:	[text response]
Title or position:	[text response]
Office or department:	[text response]
Telephone:	[text response]
Fax:	[text response] [optional]
Email:	[email]

INSTITUTIONAL FUNDING SUPPORT

Report on the funding provided by the institution during the reporting period specified by the program in support of this chairholder. **Exclude any funding that was provided by the Canada Research Chairs Program, and any associated or matching funds from the Canada Foundation for Innovation.** Include all funding the institution provided to the chairholder in support of their research program and activities, regardless of source at the institution. Include the support committed to the chairholder as well as what was already provided during the reporting period.

CANADA RESEARCH CHAIRS PROGRAM INSTITUTIONAL FUNDING SUPPORT REPORT

Chairholder name (last name, first name):	[text]	
Reporting period:	[text]	
	Amounts (CA\$) Do not enter spaces or commas	
Types of support	Committed in the nomination package	Provided by the institution
1. Salary and benefits of chairholder		
2. Student salaries and benefits (bachelor's, master's and doctorate)		
3. Nonstudent salary and benefits (postdoctoral and other)		
4. Professional and technical services/contracts		
5. Equipment		
6. Materials, supplies and other expenditures		
7. Administrative costs related to the Chair (proposal writing, technology transfer costs, libraries, relocation, etc.)		
8. Costs associated with outfitting research and office space for the chairholder and research team		
9. Travel		
10. Other expenditures		
Description of "other" funding support, if applicable: (Maximum 500 characters)		
Total		



CANADA RESEARCH CHAIRS PROGRAM INSTITUTIONAL FUNDING SUPPORT REPORT

11. If the funding committed vs. provided differs, explain the differences. [optional]

(Maximum 1,000 characters)

12. Describe any nonmonetary support from the institution (including protected time) for research that was committed or provided to the chairholder in the reporting period. [optional]

Types of support	Committed in the nomination package	Provided by the institution
[text]	[text]	[text]

13. If the support committed vs. provided differs, explain the differences. [optional]

(Maximum 1,000 characters)