



Committee on Research and Publications

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Grantees are obligated to submit a Final Internal Grant Research Report to the Research Office. The final report is due at the conclusion of the grant period as notified in the award letter. The report form is available on the Research Office website.

Internal grants are divided into three streams: Research Grants, Research Dissemination and Special Calls, and Other Awards. MSVU faculty members are eligible to hold one grant or award from the first two streams (Research Grants and Research Dissemination and Special Calls) at a time (See CRP.SOP.003 “Purpose Envelopes of Funding”). Normally, applications for new or additional funding from the same stream will not be considered by the Committee until the *Final Internal Grant Research Report* from the previous grant has been received, and the grant is closed. See CRP. SOP. 003 “Purpose and Envelopes of Funding” for more information.

Funds remaining in research accounts after the grant period has expired will be returned to the appropriate MSVU internal university research envelope of funds. See CRP.POL.008 “Expiration and Return of Grant Funds Policy”. Grantees may request an extension of the grant period beyond the date of the original award using the [Internal Grant Extension Request Form](#). This request (outlining the rationale or justification for the extension) must be received by the Research Office at least **60 days prior to** the termination date of the grant. The Associate Vice-President (Research) may approve a grant extension for normally up to a twelve-months period.