



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 procedures form that accompanied the award letter. The report form is available from the Research Office website

(<http://www.msvu.ca/en/home/research/researchservices/grants/formsapplications.aspx>). Applications for new or additional funding will not be considered by the Committee until the *Final Internal Grant Research Report* from the previous grant has been received.

Funds remaining in research accounts after the grant period has expired will be returned to the appropriate MSVU internal university research envelop of funds. Grantees may request in writing an extension of the grant period beyond the date of the original award. This request (this outlines the rationale or justification for the extension) must be received by the Research Office at least **one** month before the termination date of the grant. The Associate Vice-President (Research) may approve a grant extension for normally up to a six-month period.

Researchers who are awarded internal grants that involve research with humans must obtain ethics approval from the University Research Ethics Board (UREB) prior to conducting their research. Ethics approval is valid for a period of **one** year from the date of issue. A written request for ethics renewal accompanied by an interim ethics report must be submitted to the UREB prior to the Certificate of Ethics Approval expiry, as outlined in *MSVU Policies and Procedures: Ethical Review of Research Involving Humans*.