

## **Research Council Grants and Subventions Spending Guidelines**

### **RESEARCH GRANTS CAN BE USED AS FOLLOWS:**

1. To purchase equipment, tools, instruments, etc. Title to such equipment remains with the University, in accordance with University regulations. The equipment should be turned over to the grantee's department when it is no longer needed or when the grantee leaves the University.
2. To pay wages to research assistants [on an hourly basis] and fees to computer programmers or other specialized technicians.
3. To purchase expendable supplies and materials.
4. To finance travel to places where essential and unique materials of research are available, such as libraries, archives, specialized laboratories, and geographical areas or sites.
5. To rent equipment, tools, and instruments.
6. To purchase microfilms, photostats, or other photographic reproductions of materials being studied.
7. To purchase software that is specifically designed to aid in the conduct of your research as indicated on your award.
8. To travel to conferences to present the results of research funded by this Research Council grant. ***Please note: travel to conferences or annual meetings for professional societies for other purpose is not eligible for funding.***

### **FUNDING MAY NOT BE USED FOR THE FOLLOWING PURPOSES**

1. Summer salary, salary replacement, or salary supplement for grant recipients.
2. Any general scholarly purpose not directly and specifically required for this project. (For example, non-allowable expenses include purchase of software that is not specific to this project; memberships in professional societies; journal subscriptions; or book purchases.)
3. Purchase of personal computers, other types of general office equipment or supplies, or computer time.
4. Awards may be spent only for the specific project and activities described in the funded proposal.
5. Entertainment expenses.

### **SUBVENTION GRANTS ARE ONLY PROVIDED FOR PAYMENT TO PUBLISHERS**

Any request for post-award budgetary changes must be approved in advance by the Chair of the Research Council.