



University of Alberta
Edmonton

Women's Program and Resource Centre
Faculty of Extension

Canada T6G 2E1

11019-90 Avenue, Telephone (403) 492-3093



April 15, 1991

To: Women's Research Centre

From: Women's Program

RE: Booking Research Centre Space

Could we please book the Women's Research Centre for the following dates:

June 1 & 2, 1991, 10 a.m. to 4 p.m. for Compulsive Eating and Body Image with Marilyn Moss.

October 5 & 6, 1991, 10 a.m. to 4 p.m. for (6374) Compulsive Eating and Body Image with Marilyn Moss.

Thanks.



To: Marilyn

From: Mavis (Women's Program)

Department:

Telephone number:

Please call Will call back Returned call

Message: I wanted to mark the
October date on the
calendar but it does not
exist yet.

Date: Time:

Received by:



to: **ASSHETON-SMITH M**
5 166 EDUC N

date: **August 30, 1990**

our file:

from: **Special Funds & Research Accounting**
Office of the Comptroller

your file:

subject:

With the recent changes to the "Signing Authority Verification" process, as communicated to you by Mr. Lanny Howell, Chief Accountant, May 7, 1990 - Special Funds is changing their existing procedures.

In the past, we have sent an "Advice Notice and Signing Authority Form" upon the signing of each new Research or Trust account. With the deletion of the "Signing Authority Verification" process, this will no longer be required.

We have therefore attached a Research of Trust Agreement, which we will have you sign on a one-time basis, and which we will retain on file for the time you remain an employee of the University.

You will, in the future, receive a notification of new accounts which are opened on your behalf.

We would appreciate your signing and returning the attached Research or Trust Account Agreement as quickly as possible. Please feel free to call Special Funds at -3432 if you require any additional information or clarification.

Thank you.

Sincerely,

NANCY WOLLNER
Special Funds & Research Accounting
Office of the Comptroller - University of Alberta

UNIVERSITY OF ALBERTA
OFFICE OF RESEARCH SERVICES

All percentages quoted below are percentages of total direct costs, unless listed otherwise. For a sample calculation, see below.

Indirect Cost Rates for Grants

<u>Source of Award</u>	<u>On-Campus Rate</u>	<u>Off-Campus Rate</u>
Federal Granting Councils	Received through transfer payments	
Provincial Government Depts.	15%	7.5%
Industry	15%	7.5%
Established Foundations and Agencies	15%	7.5%
	(Depending upon their indirect cost payment policy, a rate different than 15%, e.g. AHFMR can be accepted)	

Indirect Cost Rates for Contracts

<u>Source of Award</u>	<u>On-Campus Rate</u>	<u>Off-Campus Rate</u>
Government of Canada (Supply & Services Canada)	65% (of salaries & benefits)	30% (of salaries & benefits)
Government of Alberta	40%	20%
Provinces of Canada other than Alberta	40%	20%
U.S. Govt Agencies	49% (of labor costs) (renegotiated annually)	
Other Foreign Governments *	40%	20%
Industry (normal rate) *	40%	20%
Alberta Industry (less than five years old and less than twenty staff members) *	15%	7.5%
Non-Profit Foundations or Corporations including municipalities	40%	20%
CIDA-ICDS (under review)	54% (of salaries & benefits)	35% (of salaries & benefits)

* Minimum 10% surcharge for ownership of intellectual property. Upon negotiation royalties may be accepted in place of the surcharge.

Example of Indirect Cost Calculation: If the indirect cost rate is 40% of total direct costs for a contract of total value \$100,000, the amount available for budgeted direct costs is $\$100,000/1.4 = \$71,430$. The indirect costs are $\$71,430 \times 0.4 = \$28,570$. The sum of these two figures is the total value of the contract.

For full details, please see the revised memorandum of December 4, 1989: University of Alberta Policy on the Indirect Costs of Sponsored Research.

For Implementation April 1, 1990



To: UNIVERSITY STAFF date: October 15, 1990

From: Dr. C.R. James, Vice-President (Research)
Dr. J.P. Meekison, Vice-President (Academic)

Re: **Indirect Costs of Sponsored Research - University of Alberta Policy**

On March 2 of 1990, the Board of Governors passed the above which has been circulated to all staff members. The relevant allocations are as follows:

Department	29%*
Faculty	9%*
Library	13%
Research Initiatives	9%
Central	<u>40%</u>
	100%

*These are for departmentalized faculties. For non-departmentalized faculties the allocation is 38%.

All applications for grants from any funding agencies that pay indirect costs, such as Alberta Provincial Departments, must include in their budgets a provision for indirect costs. Additionally, it is the responsibility of University of Alberta staff, departmental and faculty administrators to ensure that University of Alberta policy on indirect costs is followed. The University of Alberta will assume no liability for externally sponsored research projects which have not been approved at all appropriate levels - central, departmental and/or faculty, and payment to staff and to students for sponsored research must come from sources duly approved at these levels. Violations of the indirect cost policy will be dealt with in accordance with University procedures.

With regard to a related issue, University staff and departmental faculty administration are reminded that the staff using University facilities and staffing resources for supplementary professional activities are required to reimburse the University for their use (see **Faculty Agreement 29.07**).

Extra copies of the indirect cost synopsis have been sent to departmental and faculty offices for distribution to new staff and for convenient reference.

Dr. C.R. James

Dr. J.P. Meekison

RLB:sm
Attachment (overleaf)

cc: Dr. P. Davenport, President

**Women's Research Centre,
Athabasca University/University of Alberta,
11043-90th Ave.
Edmonton, Alberta Canada T6G 2E1**

REMINDER

TO: Members of the Operations Committee

From: Mary P.

RE: Upcoming meetings (to be held at the Centre)

Weds. Feb 21 1990 4:00 pm - Fund raising (main item)

Weds. Mar 7 1990 4:00 pm - Planning for Forum

Tues. Mar 20 1990 7:30 pm - Project Soledad Presentation

Tues. Mar 27 1990 7:00 pm - Meeting with Community women

SIMON FRASER UNIVERSITY

DEPARTMENT OF SOCIOLOGY
& ANTHROPOLOGY



BURNABY, BRITISH COLUMBIA V5A 1S6
Telephone: (604) 291-3146
Fax: (604) 291-4455

Women's Research Centre
11043 - 90th Ave.
University of Alberta
Edmonton, Alberta
T6G 1G5

August 21, 1991.

Dear Chairperson,

I am writing to tender my resignation as a member of the Women's Research Centre. My decision is based on the fact that I have moved to B.C. I would like to thank you for giving me the opportunity to serve in this committee.

Thanking you,

Yours sincerely,

A handwritten signature in blue ink, appearing to read "Parin Dossa".

Parin Dossa (Ph.D.)
Assistant Professor.



to: ALL RESEARCHERS, DIRECTORS OF
INSTITUTES, CENTRES AND GROUPS

date: May 1, 1990

telephone:

from: MR. D. NORWOOD, Acting Dir, ORS
MS. B. BOHDAN, APO, Office of the
Vice-President (Research)

facsimile:

subject: INVENTORY OF CONTRACTS, AGREEMENTS & AFFILIATIONS

We are in the process of developing a standardized listing of the involvement of all University researchers, institutes, centres and groups. Hopefully, one of the results of this will be a comprehensive database which will help us track the wide variety of research activities on and off campus.

Accordingly, we would sincerely appreciate you completing the attached form and returning it no later than **Friday, June 29, 1990** to:

**Ms. Marjorie Cameron
Contracts Administrator
Office of Research Services
1 - 3 University Hall**

Should additional forms be required, please contact Ms. Cameron at 492-5360.

Thank you for your cooperation.

DAVID NORWOOD

BARBARA BOHDAN

cc. Dr. R.L. Busch
Associate Vice-President (Research)

Ms. Majorie Cameron
Contracts Administrator, ORS

Dr. Brian Evans
Associate Vice-President (International Affairs)

Dr. C.R. James
Vice-President (Research)

Dr. D. Kieren
Associate Vice-President (Academic)

Dr. A. Warrack
Vice-President (Administration)

