

**Federal Indirect Costs Program
2012-2013 Outcomes Report
Queen's University**

Definition of the indirect costs of research

The total costs associated with conducting research comprise “direct” costs and “indirect” costs. “Direct” costs of research normally comprise all of the budgeted expenditures for carrying out a specific research project at the University. These direct costs can be directly assigned to research projects relatively easily with a high degree of accuracy and may include salaries of graduate students, post-doctoral fellows and research assistants, equipment and supplies costs, travel and publication costs, and other costs allowed by the sponsor/funder.

“Indirect” costs are dollars spent by the University, or affiliated institutions, to support research activities. These costs represent necessary provisions for the conduct of research and (i) may not be directly attributable to any one research project but rather provide general support for the University research environment as a whole (e.g., libraries and computer networks); (ii) may or may not be measurable and attributed to specific research activities, for example occupancy costs (such as heat, light, energy, and waste management), research and financial administrative support, insurance, and human resource management; and (iii) may not be eligible for funding through sponsored research.

Description of the Federal Indirect Costs Program and how the institution allocates its FICP grant under each of the expenditure areas

The Federal Indirect Costs Program (FICP) provides partial support to universities and their affiliates for the indirect costs of research associated with Tri-Agency awards (i.e., NSERC, SSHRC and CIHR). Queen's distributes indirect costs broadly across the institution according to the Queen's Senate approved “Policy on the Indirect Costs of Research” as posted at <http://www.queensu.ca/secretariat/policies.html>.

The Queen's University distribution of FICP is outlined in the following chart:

University Unit	Distribution of Indirect Costs Program Funds
Department	14%
Faculty	14%
Space, Administration Services, Reporting, Library and ITS	58%
Research Initiation/Promotion/Regulatory	14%

Notes:

For any indirect costs greater than \$7 million received from the Granting Councils, the allocation is 60% to Central for strategic allocation and 40% to the VP Research for Strategic re-investment (e.g., Centres/Institutes and other strategic opportunities). In the case of funding from the Granting Councils, Library and ITS each receive an allocation of 9%.

Description of the impacts of the indirect costs grant at the institution

The FICP grant permits us to partially meet the compliance expectations of our various funders (e.g., human ethics, animal care, biohazards, and controlled goods), as well as our financial and audit requirements without drawing from critical operating funds, which are required to continue to offer high-quality teaching and research opportunities.

The five expenditure areas of the FICP are:

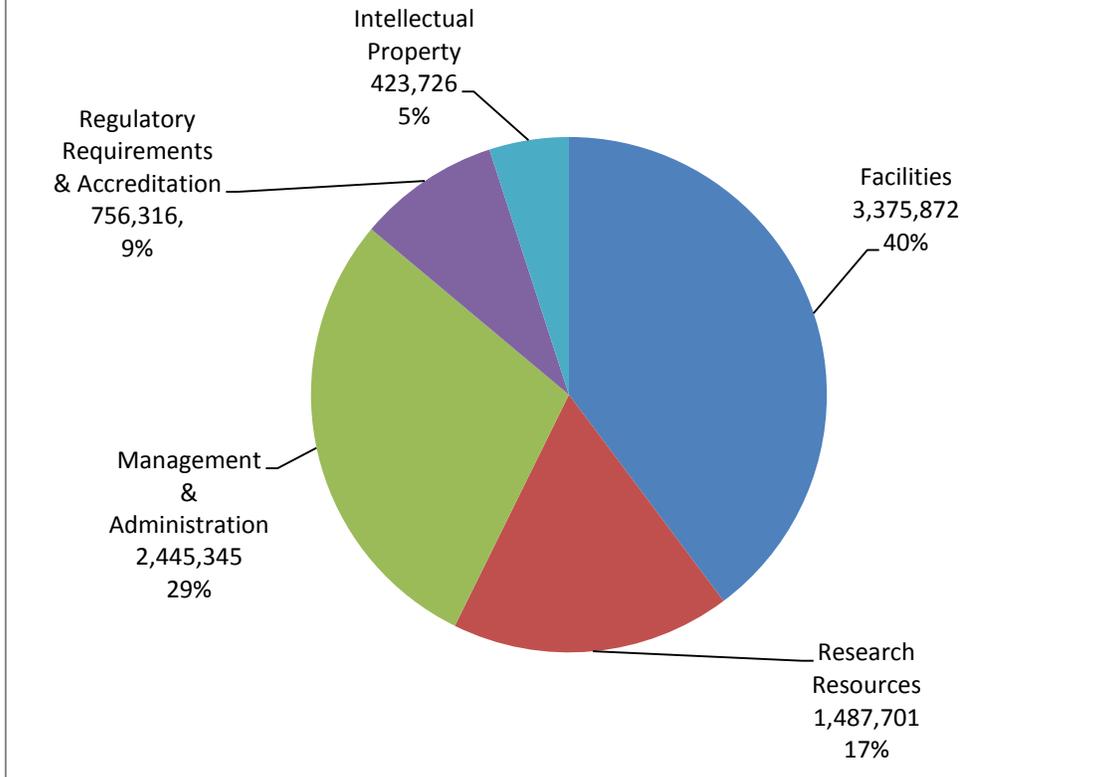
- research facilities;
- research resources;
- management and administration of an institution's research enterprise;
- regulatory requirements and accreditation; and
- intellectual property.

The pie chart located at the end of this document summarizes the distribution of the Queen's FICP grant funds into the five categories. (Note: The Affiliate Centres' FICP funds are reported separately.)

The following are examples of specific activities and projects at Queen's University that have been made possible by the FICP funding:

- In the School of Rehabilitation Therapy, support for the Motor Performance Laboratory ensures equipment is maintained and that the laboratory is kept operational and safe.
- Salary and benefits for the administrative staff that support the General Research Ethics Board and the Health Sciences and Affiliated Hospitals Research Ethics Board, comes from the FICP grant. The Boards managed approximately 3,500 files in 2012-2013 for approximately 4,100 members of the Queen's research community to ensure compliance with the Tri-Council Policy Statement 2 (TCPS2) and the Tri-Council MOU.
- FICP grant support is used to partially fund maintenance and operation of research facilities through Physical Plant Services (e.g., upgrades and retrofits) and substantial support is provided for utilities (e.g., heat, light and power).
- The Office of Research Services (ORS) manages pre-award administration, research project development, post-award administration and reporting functions, contract negotiation and risk management. ORS staff members provide timely and efficient service to the research community at Queen's and to the four affiliated hospitals.
- The Human Resources and Finance Departments also receive essential salary support from the FICP program grant. Staff members from these departments are key to hiring and supporting members of the research community to ensure the research enterprise operates smoothly and in accordance with provincial and federal government legislation/regulation and the policies of the Tri-Agencies.
- The Library participates in consortia purchasing of national licenses for electronic research journals. These consortia licenses, negotiated through the Canadian Research Knowledge Network, have enabled the Library to leverage indirect costs of research funding to acquire four to five times the value per dollar of information resources that the Library would have otherwise acquired as an individual institution.

**Federal Indirect Costs Program 2012-13
Queen's University & Affiliated Hospitals, (excluding Affiliated
Centres*)**



Queen's University	\$7,950,489	
Affiliated Hospitals	<u>\$538,471</u>	\$8,448,960
Affiliated Centres*		<u>\$1,270,643</u>
Total FICP		\$9,759,603

Affiliated Hospitals: Kingston General Hospital, Hotel Dieu, Providence Care, Ongwanada

Affiliated Centres*: Canadian Microelectronics Corporation, S.N.O.

Facilities, e.g. research facility upgrades and maintenance, utilities, insurance, security.

Research Resources, e.g. library acquisitions and IT systems.

Management & Administration, e.g. HR, finance, grant submission support, research promotion.

Regulatory Requirements & Accreditation, e.g. human & animal ethics boards, environmental health and safety training and compliance, technician and facilities support for ongoing compliance.

Intellectual Property, e.g. contracts review and negotiation, support for technology licensing.