CPD Research & Development Grant

Budget Guidelines – September 2018

Allowable Expenses

- Photocopying
- Research Assistant + benefits
    - o Costs to conduct interviews and focus groups
    - o Costs to code transcribed texts
    - o Costs for data analysis
    - o Costs to prepare manuscript
- Transcription costs
- Incentives (i.e. catering, gift cards, honorariums, stipends for focus group/study participants) up a maximum of $25 each. Gift cards as incentives require a receipt form and signature from each gift card recipient.
- IT/eLearning related costs (technology consultation, needs assessment, content writing, evaluation, graphic design and animation)
- Learning portals/websites (programming, learning management/ content management systems)
- Logos/illustrations
- Costs for simulation (all modalities e.g. anatomical models)
- Costs associated with project dissemination
    - o Poster layout and printing costs to maximum of $250.00
    - o Conference registration fees for project presentations (maximum of $500)

Not Allowed

- Publication costs i.e. open access and like journal publication fees or costs associated with manuscript publication

- Payment to education research consultants, U of T Administrative and Research staff and faculty (both appointed and casual /contractual) for duties normally performed during normal operational hours

- Reimbursement for participant travel/parking

- Payment for anyone listed as a collaborator