



FST ROUND TABLE

October 26, 2016

9:00am to 10:30am

Strathcona Anatomy & Dentistry Building,
Room M/48



Agenda

Announcements, Updates & Reminders

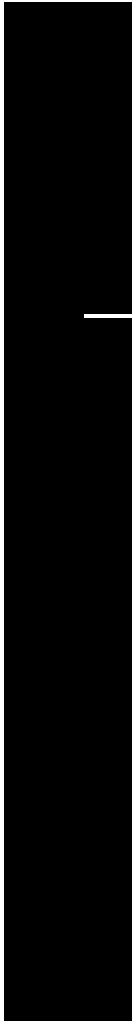
Finance Info Session at BioEngineering

2016 TAFAG Summary of Changes

Tri-Agency Monitoring Visit Results - Recap

Compliance Results

Open Dialogue / Q & A / Closing Comments




RFMS Staff Announcements

Fund Administrator	Portfolio
Mohamad Kaddoura	Brain Canada, MAPAQ, NCIC, Terry Fox
Luisa Meo	Misc. Grants, US Army, Clinical Trail, Medicine Allocations
Emily Yang	CIHR Grants/Inter-Institutional
Marina Dimova	CFI, Genome, MDEIE, Nano Quebec

RFMS Help Desk:



Finance Info Session at BioEngineering



Salimah Janmohamed
Training Manager
514 398 1816
salimah.janmohamed@mcgill.ca



2016 TAFAG Summary of Changes

Use of Grant Funds	Nature of changes
General Principles	Clarification on indirect and overhead costs
Compensation Related Expenses	Exception for Postdoctoral researchers (SSHRC only)
Travel and Subsistence Costs	CIHR has removed its limit on childcare expenses
Sabbatical /Research Leaves	Clarifications to Living expenses (subsistence and accommodation costs).
Computer and Electronic Communication	Clarification on adequate justification Home internet costs is now a non-eligible expense

2016 TAFAG Summary of Changes

Reporting & Supporting Evidence	Nature of changes
Supporting Evidence	<p>More specification was added:</p> <ul style="list-style-type: none">• Demonstrates expenditure is a direct cost of the funded research• Purpose of trip including the link to the funded research• Original receipts, such as hotel invoices and car rental agreements (credit cards slips or confirmation of reservation are not valid receipts)



Tri-Agency Monitoring Visit Results - Recap

Seven Overarching Theme Areas requiring
improvements

Authorization of expenditures

Review of compliance and eligibility of expenses

Adequate justification

Delegation of signing authorities

Ownership and disposal of assets

Eligibility Status

CIHR Research Allowances – Ethics Renewals

Compliance Results FY16

Overall University Totals (Includes Other Research)				
PROGRAM	Annual FY16	Annual FY15	FY16 (Q4)	FY16 (Q3)
PCard	9%	9%	9%	NA
Expense Reports	20%	26%	16%	18%
POPS	14%	24%	13%	19%
BSA	12%	12%	13%	12%

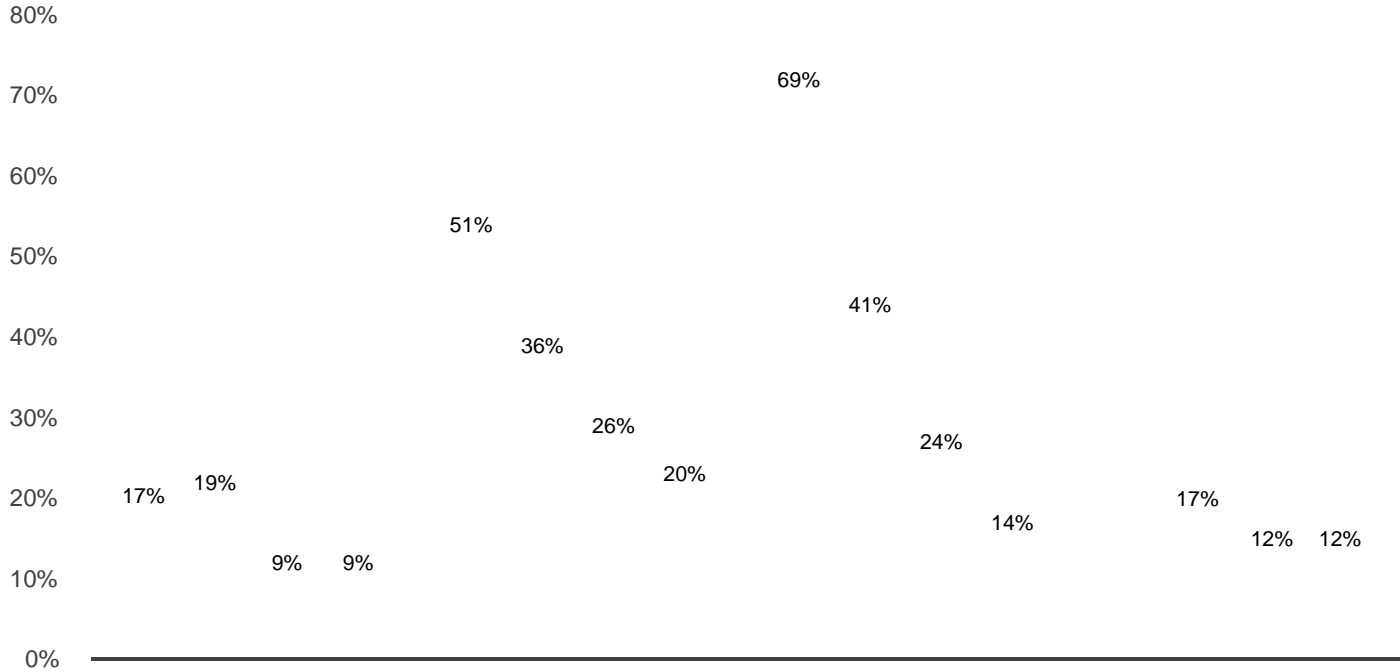
Compliance Results FY16

University Totals

University Totals				

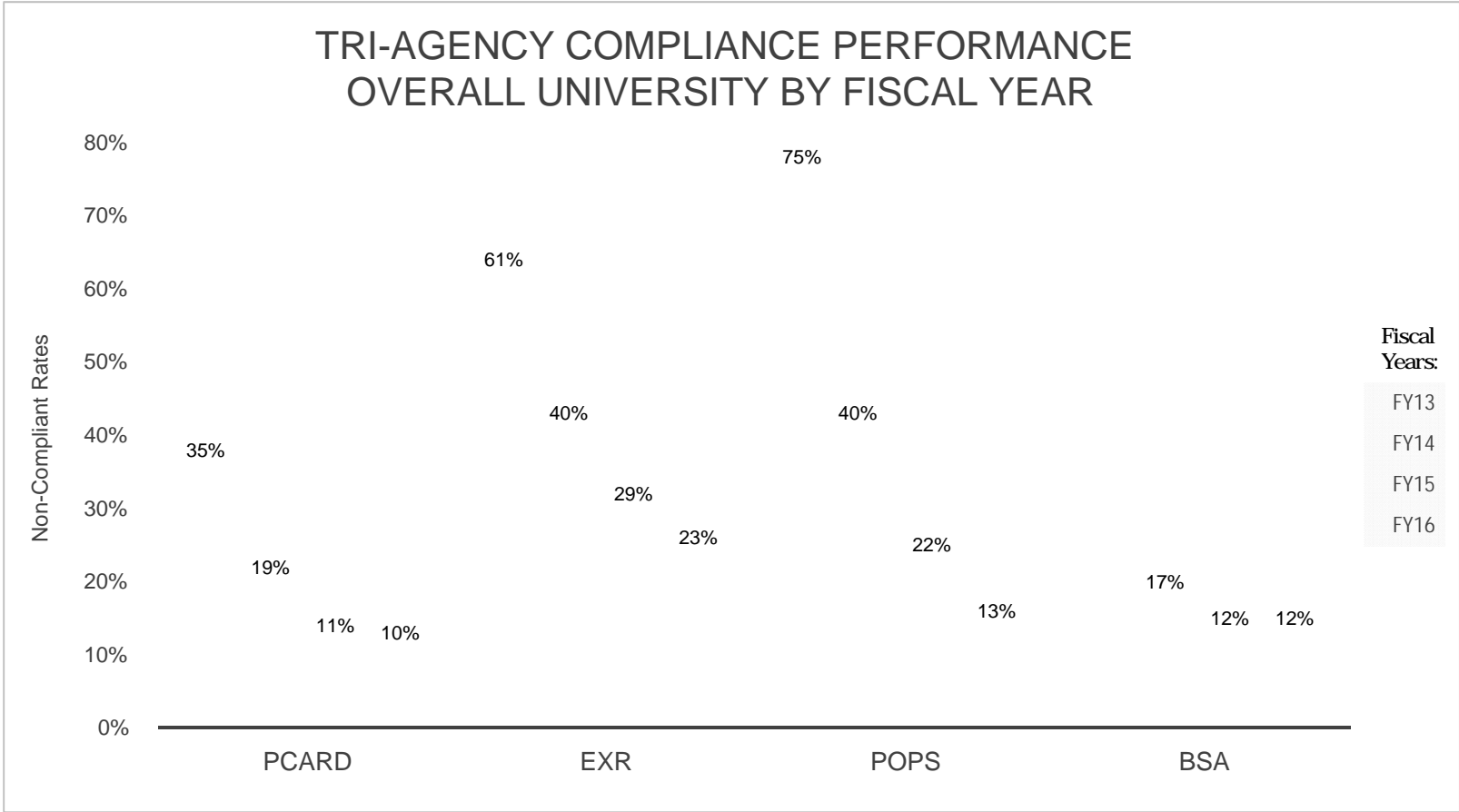
Comparative Results: FY13-FY16

Overall University



Comparative Results: FY13-FY16

Tri-Agency – University Totals



Review Findings and Observations

PCard

Expense justification must be available at time of PI/delegate approval

Expense Report

A quotation is required for airfares that include personal trips

Chair paper delegation must be attached if the 1-up approver is not the chair

POPS

Digital, electronic signatures are not permitted

PI approval of offer letters cannot be delegated

BSA

Student Stipend Authorization Forms must be signed by the PI before the 1st installment payment

PI approval is required prior to reassignments



Questions from FST

Praxair Incorrect pricing - Resolved

Questions: Nadia Raimondo x8635

Upcoming Meetings

Next RAN session:

Date	Time	Location	Room
Wednesday, November 23, 2016	9:00am – 10:30am	Carrefour Sherbrooke	2nd Floor

Next FST round table meeting: