

## RCEI Groundwork Grants Frequently Asked Questions

Q: Are stipends allowable for the RCEI Planning Grants program?

A: No, stipends are considered to be a form of salary and therefore not allowable. Hourly payment of certain classes of employees are allowed under the grant, including student employees.

Q: Can you advise whether we can/should include references in our project description?

A: You can attach the references as an addendum.

Q: Is it acceptable to include the cost of a computer in my proposal?

A: As noted in our budget guidelines, purchase of desktop and laptop computers is not allowed.

Q: Can the budget include the cost of travel to a relevant conference?

A: We do allow relevant travel to conferences as part of the project activities.

Q: Can the budget include cost of publication of the study?

A: Funds cannot be used for publication costs.

Q: Will the grant proposals need to be entered into RAPSS?

A: If your proposal is funded, you will need to work with the business manager in your department or unit to enter the project into RAPSS. We will notify you with specific instructions before you need to do that. You do not need to enter the proposal into RAPSS before submission.

Q: Do you require CVs from personnel other than main collaborators like the PI and co-PIs? For example, the CV of a research assistant?

A: We require a 2-page (maximum) CV from PIs and Co-PIs.

Q: Are there any formatting requirements for the application itself? (e.g. double-spacing, font size, page numbering)?

A: There are no formatting requirements, however, please use a font size no smaller than 11-point and do not exceed the 2-page limit for the project description.