

# Memo

To: **Researchers Holding NSERC and SSHRC Cost Centres**

From: Celia Haig-Brown, Associate Vice-President Research

Date: August 18, 2017

Subject: Access to Unspent Funds in NSERC and SSHRC Cost Centres – SSHRC & NSERC Now Require that more than 50% of Funds Must be Spent

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Holders of common NSERC Grants (Discovery, RTI, CRD Projects, CREATE, etc.) and common SSHRC Grants (IG, IDG, PDG, Connections, etc.) have traditionally been granted continued access to unspent funds at the end of their grant term (with a possible one-year extension provided by the agency, where applicable). York wishes to continue to work with researchers to ensure that grant funds are spent within the period granted by SSHRC or NSERC and encourages spending of funds according to the plan originally proposed in the grant application.

At the termination date of the grant, and upon request to Research Accounting by the grant holder, York will create a new fund 500 extension cost centre to permit continued access to 90% of the remaining balance during the next year, with further annual reductions by 10% to unspent balances in NSERC Grants and SSHRC Grants in the following years. As in the past, York will continue to deposit any retained balances in the General Research Fund, to be used by the University according to tri-council policies.

AVPs Research may grant an exception to this practice in the event of a career interruption or extenuating circumstances.

**A new rule by NSERC and SSHRC effective 2016-2017** requires holders of extension cost centres to spend more than 50% of their opening balance by March 31 of the following year in order to avoid a return of unspent funds to the agency. For example, if \$10,000 is the unspent balance at the end of the grant, upon request the PI will be provided with \$9,000 in an extension cost centre for continued spending. The PI must spend at least 50% (\$4,501) during the year in order to avoid a return of unspent funds to the agency. This also applies to extension cost centres that have received their own end date extensions.



For more information, or to determine if a specific grant is eligible for continued access to unspent funds, or to request continued access to unspent funds, please contact Research Accounting ([resacct@yorku.ca](mailto:resacct@yorku.ca)). All requests for continued access to unspent funds on cost centres with end dates of March 31, 2017 or earlier must be made no later than March 1, 2017. If your grant ends on a date other than March 31, 2017, please request continued access at least one month before the end date.

A handwritten signature in blue ink, appearing to read 'Celia Haig-Brown', written over a horizontal line.

Celia Haig-Brown, Ph.D.  
Associate Vice-President Research