

**Office of Research Services COVID-19 Update**

August 10, 2020

Dear MacEwan Research, Creative & Scholarly Activity Community,

In line with the broader MacEwan University campus, the Office of Research Services (ORS) will be reopening its on campus services on Aug 17, 2020. The ORS has followed all institutional guidelines around return to work and safe work practices to ensure our office is safe for staff, students and faculty.

While all our services will still be available virtually, we will also be resuming on-campus services, albeit with some access limitations. Front office reception will be staffed Monday, Wednesday and Thursday. Should people need to drop off receipts or other invoices, require support for completing expense claims, or would like to drop in for research and scholarly activity support, please try to do it on those three days. We strongly encourage people to e-mail [research@macewan.ca](mailto:research@macewan.ca) to set up an appointment for any ORS services.

As communicated in the July 15 update, we are beginning to resume on and off-campus research, creative and scholarly activities (RSA). Faculty members that wish to resume either on or off-campus RSA are required to complete the necessary restart form available on the ORS website. On-campus RSA restart forms must be completed if faculty or staff that will conducting RSA that involves groupwork or that takes place in shared or common spaces. Faculty wishing to use their individual offices for sporadic scholarly activity do not need to follow the on-campus RSA resumption process. However, any individuals wishing to do on campus office work should consult with their chair or Dean for any Faculty or School specific return to work protocols prior to starting any RSA.

Below is an update on ORS services and supports including any modifications to them due to COVID-19.

**Grant or Program Support for Research or Scholarly Activity**

Our research grant facilitator will be available for in-person and virtual consults. Should you wish to discuss your research program or internal or external funding opportunities please get in touch with Garson Law at [lawg22@macewan.ca](mailto:lawg22@macewan.ca).

**Research, Scholarly Activity and/or Dissemination Travel**

The ban on international travel has been extended until December 31, 2020 and no international travel for RSA will be approved before that date. Any RSA related travel that may have been previously approved for that period will have the approval rescinded. The fall call for dissemination grants will be changed due to the travel restrictions. People currently holding a dissemination grant that has been impacted by COVID-19 and that wish to change the date of the dissemination activity are required to complete a MacEwan *Internal Grant Amendment Request Form* that is available on the ORS website.

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For specific dissemination travel such as conferences, grant extensions will only be given if it the request is for the same activity that has been delayed due to COVID-19. For example, if you received funding to attend a conference in Fall 2020 and the conference has been moved to June 2021, you may request an amendment for that travel. Amendments will not be granted if the request is for a different activity than that which was initially funded. Please let us know if you have any questions about dissemination funding and extensions for it.

### **Funding Opportunities and Extensions**

COVID has greatly impacted people's abilities to acquire and use research funding and funding agencies at all levels have been offering extensions and, in some cases, additional support for grant holders to support scholarly activity during these challenging times. People holding a MacEwan internal research grant where the proposed activities have been impacted by COVID-19 may apply for a grant amendment to extend the timeline or to change the method or approach of the RSA. The *Internal Grant Amendment Request Form* and additional details on grant amendments are available on the ORS website.

For information on external grants, refer to the website of the funding agency or organization for specific details on funding extensions or new funding opportunities. For Tri-Agency funding the websites for NSERC and SSHRC are provided below:

[https://www.nserc-crsng.gc.ca/Media-Media/NewsDetail-DetailNouvelles\\_eng.asp?ID=1160](https://www.nserc-crsng.gc.ca/Media-Media/NewsDetail-DetailNouvelles_eng.asp?ID=1160)

[https://www.sshrc-crsh.gc.ca/news\\_room-salle\\_de\\_presse/latest\\_news-nouvelles\\_recentes/2020/indirect\\_supplements-supplements\\_indirects-eng.aspx](https://www.sshrc-crsh.gc.ca/news_room-salle_de_presse/latest_news-nouvelles_recentes/2020/indirect_supplements-supplements_indirects-eng.aspx)

Finally, many external funding agencies are offering special funding calls. We have developed a list of current internal and external funding opportunities that is updated regularly - <https://docs.google.com/spreadsheets/d/1Qkvx5Y5eNYq-LudctgJzBjXrBC3Le2091qv4pSv1U0/edit#gid=0>

Please let us know if you have any questions about internal or external funding opportunities.

### **Research Ethics**

All human or animal research ethics services will be offered virtually. This includes any support for applications in ROMEO or general questions about research ethics. Note that people with previous human or animal REB approval may have to provide additional COVID-19 related documentation or justification prior to resuming any RSA. We have developed a document outlining COVID-19 specific ethical considerations for doing in-person and field research and how methods or approaches may need to be amended accordingly. The COVID-19 ethics documents are available on the ORS website.

### **Research Contracts and Expense Claims**

Expense claims or setting up research accounts or contracts for students or RAs continue to be processed as usual. While we would prefer that these requests and claims are done virtually, in

person services are available. We ask that people requiring in person services to come by on Monday, Wednesday or Thursday when our front reception is staffed.

### ORS Contacts for Questions or RSA Support

The following table provides contact information for ORS staff and the areas they are responsible for:

ORS Staff Member	Area of Responsibility	E-mail
Craig Kuziemsky	Associate Vice-President, Research	kuziemskyc@macewan.ca
Garson Law	Internal/external research grant funding, research program development	lawg22@macewan.ca
Janice Mah	Support analyst for PeopleSoft and communication systems	Janice.Mah@macewan.ca
Aleah McCorry	Animal care technician	mccorraya0@macewan.ca
Rebecca Mitchell	Research ethics (human and animal)	mitchellr38@macewan.ca
Cynthia Puddu	Community engaged scholarship	pudduc@macewan.ca
Bryce Wicks	Project accounts & paying research students or personnel, expense claim eligibility, other financial issues	wicksb2@macewan.ca
Nicole Zastawny	Expense claim submission or general inquiries	Nicole.Zastawny@macewan.ca

Any general inquires should be directed to [research@macewan.ca](mailto:research@macewan.ca).