

Eligible expenses

This list of examples is not exhaustive. If a university is unsure whether an expenditure is eligible, please [contact](#) the Secretariat.

- the incumbent's salary and non-discretionary benefits (including bonuses or merit increases);
- the salaries and non-discretionary benefits of members of the incumbent's team (students at all levels, postdoctoral fellows, research associates, technicians, clerks, secretaries, research assistants);
- the costs of teaching replacement for the chairholder only, including compensation to a department for one of its faculty members to teach one or more of the chairholder's courses;
- the cost of travel, workshops, computing, expendables, publications, materials and supplies for the chairholder or members of the research team;
- travel and accommodation expenses for speakers invited to research conferences and workshops;
- fees for memberships in scholarly associations related to the chairholder's field of research;
- the cost of professional and technical services;
- recruitment costs, which may be recovered retroactively, but only for funded chairholders;
- relocation expenses, which can be recovered retroactively, but only for funded chairholders;
- relocation expenses, including travel costs up to the value of economy airfare for the chairholder and immediate family, and the cost of transporting the family's household effects;
- the cost of outfitting research and office space for the incumbent and his/her team;
- costs associated with the use of computers, modems, software, and any other computer-related materials necessary to the conduct of the research;
- monthly charges for use of the Internet from the institution or from the home for research purposes only;
- costs associated with the use of cellular telephones if, and only if, such use is essential for collecting data;
- the cost of one return trip between the chairholder's home institution and the sabbatical location;
- the cost to transport research equipment and material from the chairholder's home institution to the sabbatical location;
- the cost of acquiring, operating and maintaining research equipment and other resources required for research (not including costs covered by funds received concurrently from the Canada Foundation for Innovation);
- administrative costs related to the Chair (for proposal writing, technology transfer, libraries, research services, financial management, human resources); and
- hospitality costs (non-alcoholic refreshments and meals) for networking purposes and other research-related activities.

Ineligible expenses

- a research time stipend for a member of the Chair's research team;
- the salary of a faculty member other than the chairholder or of anyone who is not a member of the research team;
- costs associated with the relocation of the chairholder and family other than those for travel and the transportation of household effects;
- insurance premiums on equipment and research vehicles;

- cost of technical services or supplies from a company owned by a faculty member who is eligible to apply for funding from any one of the three federal granting agencies;
- death benefits, and any other discretionary benefit;
- discretionary severance and separation packages;
- passport and immigration fees;
- Internet installation charges;
- monthly charges for telephone rental or connection or for PDAs;
- cost of connection or installation of telephone or other lines;
- costs associated with answering services and rental or purchase of cellular telephones or PDAs;
- costs associated with purchase of library books and of computer or other information services that are provided to all members of an institution;
- accommodation and meals while the chairholder is on sabbatical leave;
- the travel costs of a chairholder's family or research team member from the home institution to the sabbatical location;
- cost of a teaching replacement while the chairholder is on leave;
- patenting expenses;
- costs associated with regulatory compliance, including ethical review, biohazard or radiation safety, environmental assessments, or provincial or municipal regulations and bylaws.