RESEARCH COUNCIL ALLOWABLE EXPENSES

NOTE: YOU MUST USE YOUR GRANT IN ACCORDANCE WITH YOUR BUDGET AND APPLICATION

GRANTS OF THIS KIND MAY BE USED AS FOLLOWS:

1. To purchase equipment, tools, instruments; but not computers. Title to such equipment remains with the University, in accordance with University regulations. The equipment should be turned over to the grantee’s department when it is no longer needed, or when the grantee leaves the University.

2. To pay wages to research assistants [on an hourly basis] and fees to computer programmers or other specialized technicians.

3. To purchase expendable supplies and materials.

4. To finance travel to places where essential and unique materials of research are available, such as libraries, archives, specialized laboratories, and geographical areas or sites.

5. To rent equipment, tools, and instruments.

6. To purchase microfilms, photostats, or other photographic reproductions of materials being studied.

7. To purchase software that is specifically designed to aid in the conduct of your research. This excludes software that can be used for other purposes, i.e. Microsoft Word.

GRANTS OF THIS KIND MAY NOT BE USED FOR THE FOLLOWING PURPOSES:

1. To finance travel to or attendance at meetings of learned societies, regardless of whether the grantee is delivering a paper or not.

2. To pay dues of societies or tuition fees for courses of any kind.

3. To purchase books for the recipient’s personal library, or to pay subscription costs of journals.

4. To increase the amount of salary received by the grantee.

5. To pay entertainment expenses.

6. To support work leading to any degree.

7. To purchase personal computers or other types of office equipment, or to pay for computer time.

8. To pay typists or indexers.

These lists provide general guidelines for spending your grant; they are not intended to be exhaustive. Questions may be referred to Charles Mathews in the Office of the Vice President for Research and Graduate & Professional Education[932.0160 x2103].