# Getting Support as a New Faculty Member

**Research:** Start at the [Office of the Vice-President Research page](#)

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| Planning and Preparing Research and Scholarly Activities | • Develop your proposal  
• Plan a budget  
• Get USask approval | • Research Facilitators  
• Department Head and ADR  
• Mentor / mentorship team |
| **Applying for Grants** | | |
| Applying for Funding  
NSERC  
CIHR  
SSHRC  
John R. Evans Leader Fund (JELF) | • Recognize and apply for funding opportunities in your area of research  
• Effectively complete successful applications  
• Identify large scale funding opportunities that require strategic support (institutional grants where USask is lead) | • Research Facilitators  
• Research Support Specialists ([RSEO](#))  
• CFI team  
• Strategic Research Initiatives (SRI) |
| **Developing a Research Data Management and Security Plan** | | |
| Research Data Management  
Data Management Policy | • Securely collect, manage, store, and destroy research data  
• Safeguard confidential participant information and data | • ICT  
• Library  
• Department Head or ADR  
• Research Ethics staff |
| **Setting up Contracts and Agreements with External Partners** | | |
| Research Publications Policy  
Eligibility to Apply for, Hold and Administer Research Funding  
Research Administration Policy  
Institutional Costs of Research Policy  
Signing Authority Policy | • Have agreements reviewed, negotiated, approved, and signed by authorized representatives of the U of S | • Contracts Specialists  
• Research Support Specialists  
• Innovation Enterprise  
• Contracts and Legal Services (Office of the President) |
| **Applying for Ethics Approval (Human)** | | |
| Tri-Council Policy Statement  
Human Research Ethics Policy  
Responsible Conduct of Research Policy | • Get Human Ethics Approval  
• Submit An Ethics Application  
• Conduct research in a responsible way | • General information on human ethics: [ethics.office@usask.ca](mailto:ethics.office@usask.ca)  
• Biomedical human ethics: [Caitlin.prebble@usask.ca](mailto:Caitlin.prebble@usask.ca)  
• Behavioural human ethics: [Nick.reymond@usask.ca](mailto:Nick.reymond@usask.ca) |
| **Applying for Ethics Approval (Animal)** | | |
| Care and Use of Animals in Research Policy  
Animal Research Ethics Board | • Develop Animal Use Protocol for Teaching  
• Develop Animal Use Protocol for Research | • General information on animal ethics: [uacc.office@usask.ca](mailto:uacc.office@usask.ca) |
| **Getting a Patent or Licensing Agreement** | | |
| Intellectual Property | • Secure [patent](#) protection for intellectual property created through the course of research | • Innovation Enterprise |
| **Administer and Manage Research Fund** | | |
| Administration of Research Funds | • Establish research account  
• Financial reporting requirements  
• Close your research fund once the project is complete | • Research Finance  
• Research Support Specialists  
• Contracts Specialists |