

**Appendix A: CONDITIONS OF AWARD**  
**Mitacs Graduate Research Internship Program**

- These funds are limited to supporting the direct costs of research as directed by Tri-Council. A detailed description of eligible expenses is available on the NSERC website at:  
[http://www.nserc-crsng.gc.ca/Professors-Professeurs/FinancialAdminGuide-GuideAdminFinancier/FundsUse-UtilisationSubventions\\_eng.asp](http://www.nserc-crsng.gc.ca/Professors-Professeurs/FinancialAdminGuide-GuideAdminFinancier/FundsUse-UtilisationSubventions_eng.asp)
- Relevant research expenses incurred outside the indicated funding period can be approved by Mitacs on case by case basis.
- Mitacs is unable to assume liability for any losses including – but not limited to – accidents, illness, travel or other losses that may occur during the internship period.
- A minimum must be targeted towards the intern stipend(s) as stipulated in the project specific terms and conditions. No other research expenses are eligible for these funds.
- Inter-university transfers are not permitted.
- In order to maintain accurate records, please notify Mitacs if any of the following occur:
  - Change in Internship dates;
  - Intern replacement.

**Carry-forward of monies:**

The **stipend** portion of the award *must* be spent as outlined in the table above; any funds not spent by the date(s) outlined in the table above must be returned to Mitacs. No extensions can be granted on stipend portions of the award.

**University Reporting:**

If the award straddles fiscal years, the University will provide separate Form 300s by **May 31st** for each fiscal year until the account reaches a zero balance. The University will provide a Final Form 300 for each account within 30 days of the end date of this award. The Academic Supervisor and Finance Officer must sign the Form 300s and forward to Mitacs once finalized.

*\*Please include the Application Reference number and Project Title on the Form 300.*

**Applicant Reporting and Feedback:**

At the end of the Mitacs-Accelerate internship, applicable parties are required to provide Mitacs with a final report and completed exit surveys. Please find the links below:

Accelerate Final Report:

[http://www.mitacs.ca/sites/default/files/mitacs-accelerate\\_final\\_report\\_extended\\_0.pdf](http://www.mitacs.ca/sites/default/files/mitacs-accelerate_final_report_extended_0.pdf)

You can also download a copy of the Accelerate Final Report at:

<http://www.mitacs.ca/accelerate/program-guide> under the Final Report & Exit Survey section.

Accelerate Intern Exit Survey:

<http://fluidsurveys.com/s/accelerate-interns/>

Accelerate Professor Exit Survey:

<http://fluidsurveys.com/s/accelerate-supervisors/>

Accelerate Partner Exit Survey:

<http://fluidsurveys.com/s/accelerate-partners/>

*More information about Mitacs-Accelerate is available at [www.mitacs.ca/accelerate](http://www.mitacs.ca/accelerate); for further information about Mitacs, please visit [www.mitacs.ca](http://www.mitacs.ca).*