



**REQUEST FOR FUNDING RELEASE PRIOR  
TO HUMAN ETHICS REVIEW**

Principal Investigator (PI): \_\_\_\_\_

Department / Faculty: \_\_\_\_\_

FAS or Account #: \_\_\_\_\_

ORS/UILO Awards Officer: \_\_\_\_\_

Funding Agency: \_\_\_\_\_

Project title:

Amount of award to be released: \_\_\_\_\_

Period during which no human ethics will be used in this research: From: \_\_\_\_\_ To: \_\_\_\_\_

Please provide a detailed description of how much funding is required, what percentage of the total funding the requested amount equals, and exactly what it will be spent on. Include a detailed description of the work that will be done during the release period including who will be doing it:

In case of questions, person to be contacted regarding this pre-release of funds:

Name: \_\_\_\_\_ Email: \_\_\_\_\_ Tel: \_\_\_\_\_

By signing below, I guarantee that no research involving humans will occur during the time period specified above, and that I will submit a human ethics application and receive approval prior to engaging in any research activities involving humans. I further confirm that I understand that research involving humans includes research involving living human participants, research involving human biological materials and research involving personal information.

PI Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of PI: \_\_\_\_\_

This section is for administrative purposes only

Agreement of the Associate Director, Office of Research Services, Okangan:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

***\*Please submit this completed form to Kristen Korberg, Associate Director, Office of Research Services, FIPKE 336.***

***Notes regarding Request for Preliminary Funding Release:***

- cannot be used for UBC O Internal funding
- cannot be used for student projects
- full approval must be obtained within the time frame stated in the award letter
- preliminary funds cannot be used for sub-grants for tricouncil funds; subgrants can only be processed once full ethics approval is obtained. As per tri-council guidelines “You must obtain any required certificates (e.g., involvement of human subjects, animals, etc.) within six months of the award date. The institution will not release the funds to you during this period. The award will be cancelled if the certificate requirements are not met within six months.”
- Maximum amount of request: up to 40% of year one funds
- funds cannot be used for research work that involves human participants
- to limit the liability to the faculty/department/unit, if the sponsor will not release the funds until full ethics approval is obtained, then preliminary release of funds will not be approved