Research Services and Ethics Office
Visiting Lecturer Fund

Purpose: To bring visitors from other universities and institutions to Saskatoon to facilitate new collaborations by spending time with faculty and students for the exchange of knowledge and ideas.

Value: Maximum award of $1500, depending on availability of funding.

If there are insufficient funds to award all eligible requests, funding may be prorated across eligible applications for the current competition or a higher priority may be given to academic units who have not previously received support. Subsequent competitions may be cancelled for that fiscal year.

Deadline: May 1, September 1 & January 1
If this date lands on a weekend or holiday, the deadline will be the next working day.

Timeframe: Funds must be expended within 12 months from the date of the competition.
Any unused funds remaining at the end of the term will be recalled. Requests for extensions are not normally granted.

Eligibility: Only one application per academic unit (department, school, or non-departmentalized college) per fiscal year will be awarded. Please refer to the University of Saskatchewan’s Policy, Eligibility to Apply for, Hold and Administer Funding to ensure eligibility requirements are met. Higher priority will be given to Lectures that fit into one of the University of Saskatchewan’s signature areas. Lecturer must be confirmed; substitutions are not permitted.

Procedure to apply: Application forms can be downloaded on the Research webpage under Internal Funding Programs.
Complete application forms are to be submitted through UnivRS.
Notifications of decision will be sent by email.

Eligible Expenditures: Grants are expected to cover travel costs and a modest honorarium.
• Honorarium cannot exceed $1,000, as per University Guidelines.
• The fund will support University of Saskatchewan per diem rates for meals for the Visiting Lecturer only.

Ineligible Expenditures:
• Expenditures for entertainment, alcoholic beverages, departmental luncheons, publicity, telephone calls and the like are not eligible charges against this fund; therefore, such costs must be met from departmental or other sources.
• The fund will not support traveling companions and/or assistants of the proposed lecturer.
• The fund will not normally support lecturers whose visits have occurred prior to the date of the award.
• Expenditures associated with conferences and workshops, such as supplementing honorariums for conference speakers, travel costs for a workshop presenter, et cetera.

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Updated December 2016