

UNIVERSITY OF PRINCE EDWARD ISLAND  
RESEARCH SUPPORT FUND  
2024-25 PERFORMANCE TARGETS

The Research Support Fund (RSF) has allowed and will continue to allow UPEI to maintain its research infrastructure, support the research enterprise at UPEI, and invest in technology transfer. At UPEI the RSF is spent in all categories. The outcomes are driven by the research community’s interest in applying for funding and their success. UPEI’s RSF strives to support research at both the pre-award and post-award stages.

| 2024-2025 Total RSF Allocation - \$1.041,691 -->ACTUAL \$1.041,691 (excludes Research Security – see page 3) |                                                                                                                                                                                                                        |                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
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| Performance Objective                                                                                        | Indicator                                                                                                                                                                                                              | Targeted Outcomes<br>Outcomes will be tracked and reported in 2025                                                                                                                                          | 2024-2025 Outcomes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Facilities - \$172,140 (17%) -->ACTUAL \$199,180 (19%)                                                       |                                                                                                                                                                                                                        |                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| • Maintain UPEI research facilities and equipment in support of the research enterprise                      | 1. Funds are used to offset operating costs, renovations, or additions to research infrastructure                                                                                                                      | 1. Research facilities operating costs are maintained                                                                                                                                                       | 1. RSF funds were used to support research labs and facilities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Research Resources - \$104,530 (10%) -->ACTUAL \$104,530 (10%)                                               |                                                                                                                                                                                                                        |                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| • Continued investment in library acquisitions and library research infrastructure and services              | 2. Funds are used to support core database subscriptions<br>3. Funds are used for memberships in library consortia and open-source communities,<br>4. Funds are used for library related research support and services | 2. Core database subscriptions maintained or enhanced<br>3. Ongoing membership and support of consortia and open source communities<br>4. Institutional repositories and associated services are maintained | 2.The Library has been able to maintain its core database subscriptions and was able to add a one-year pilot subscription to the BioOne database to enhance the support of research within this domain.<br>3. The Library continues to be a member of the Islandora Foundation and librarians and staff have been involved in committees, documentation, and code contributions including Islandora integration with the Mirador viewer. We've maintained membership in the Council of Atlantic Academic Libraries (librarians and library staff participated in/ contributed to all CAAL). Likewise, we've been able to maintain our membership in the national Canadian Research Knowledge Network consortia and provided additional support through committee work on CRKN's Platform Technical Sub-Committee.<br>4. The Library updated IslandScholar, the University's institutional repository, to the latest version of the Islandora platform. We continue to maintain our research data repository and have plans to migrate it in the future. During this reporting period there have been a number of research sites that have either been "sunset" or migrated to other platforms, and the library has facilitated that work. We have also migrated/updated many of our digital humanities sites/repositories to the latest version of Islandora. Examples of migrated sites include: |

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|                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <ul style="list-style-type: none"> <li>IslandLives - <a href="https://islandlives.ca">https://islandlives.ca</a> (community/island histories)</li> <li>Island Imagined - <a href="https://islandimagined.ca">https://islandimagined.ca</a> (historical maps of PEI)</li> <li>Island Voices - <a href="https://islandvoices.ca">https://islandvoices.ca</a> (oral history collections about PEI)</li> <li>St. Dunstan's University - <a href="https://sdu.upei.ca">https://sdu.upei.ca</a> (the archive of SDU)</li> <li>Prince of Wales College - <a href="https://pwc.upei.ca">https://pwc.upei.ca</a> (the archive of the PWC)</li> </ul> |
| <b>Management and Administration of Research Enterprise - \$274,248 (26%) --&gt;ACTUAL \$288,602 (28%)</b>                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <ul style="list-style-type: none"> <li>Maintain staffing in support of UPEI research</li> <li>Provide assistance with proposal preparation</li> <li>Process grants, contracts and agreements</li> <li>Regular updates for Application and Event Forms for Researchers</li> <li>Support staff to attend educational opportunities</li> </ul> | 5. Number of full-time equivalent positions supported by the RSF<br>6. Number of researcher outreach (workshops, presentations)<br>7. Application and Event forms to be reviewed<br>8. Staff participate in useful training opportunities<br>9. Aid in identifying and mitigating research security risks | 5. Invest a portion of RSF in human resources in support and administration of research at UPEI<br>6. Number of research outreach activities hosted by ORS<br>7. Review event and applications forms annually and update as required<br>8. Provide training days for research and compliance staff, membership in CARA<br>9. Identify and mitigate risks to research security (e.g. physical, cyber, partnerships, intellectual property, people) | 5. 28% of RSF was invested to support roles in the administration of research<br>6. Hosted 7 outreach events.<br>7. Updated 3 Event and Application Forms.<br>8. Training through CARA conference.<br>9. Identify and mitigate risks on partnered research grants.                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Regulatory Requirements &amp; Accreditation - \$228,203 (22%)--&gt;ACTUAL \$228,203 (22%)</b>                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <ul style="list-style-type: none"> <li>Invest a portion of RSF in supporting regulatory requirements for research compliance</li> <li>Maintain human resources involved in regulatory requirements of research at UPEI</li> <li>Support awareness of regulatory requirements for researchers at UPEI</li> </ul>                             | 10.Full-time equivalent positions supported by the RSF<br>11.Membership in regulatory bodies<br>12.Outreach to the research community and support materials for regulatory requirements                                                                                                                   | 10. Invest a portion of RSF in supporting compliance with regulatory requirements for research and ensuring applications are processed based on requirements<br>11. Membership in CAREB<br>12. Number of outreach sessions and new materials                                                                                                                                                                                                      | 10. 22% of RSF was invested to support regulatory compliance and [processing applications (Animal Care, Biosafety and Human Ethics)<br>11. Maintained CAREB membership and attended annual conference.<br>12. Held 11 outreach sessions; 9 new materials (forms, guidance & training documents); 1 revised material (form).                                                                                                                                                                                                                                                                                                                 |
| <b>Intellectual Property &amp; Knowledge Mobilization - \$262,570 (25%) --&gt;ACTUAL \$221,177 (21%)</b>                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <ul style="list-style-type: none"> <li>Provide support to Office of Commercialization, Industry, and Innovation (OCII), UPEI's technology transfer office and investing a portion of RSF in supporting IP and knowledge mobilization</li> </ul>                                                                                             | 13. Number of researchers working with OCII<br>14. Number of events with partners, funders and researchers                                                                                                                                                                                                | 13. Engage with at least 15 researchers per quarter, including at least 2 new researchers per quarter<br>14. Host 6 events with researchers, partners and / or funders                                                                                                                                                                                                                                                                            | 13. Quarterly engagement with researchers was 67,52,67,75 for a total of 261. Tota annual new engagements were 46.<br>14. Host 7 events with researchers, partners and / or funders<br>15. Evaluate 6 technologies with commercial potential<br>16. Facilitate 1 patent applications and 1 license or 4 spin-out companies                                                                                                                                                                                                                                                                                                                  |

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| <ul style="list-style-type: none"><li>• Provide tech transfer services to the university community</li><li>• Develop and process collaborations with industry, government and community groups</li><li>• Assist in licensing technology or creation of spin-out companies</li></ul> | <ol style="list-style-type: none"><li>15. Number of technologies assessed</li><li>16. Number of patent applications and number licenses or spin-out companies</li><li>17. Number of engagements with partners, including confidentiality agreements</li><li>18. Number of funded collaborations with partners</li></ol> | <ol style="list-style-type: none"><li>15. Evaluate 8 technologies with commercial potential</li><li>16. Facilitate 2 patent applications and 2 licenses or spin-out companies</li><li>17. Engage with 60 partners</li><li>18. Engage with 35 partner collaborations of which 10 will be new clients to OCII</li></ol> | <ol style="list-style-type: none"><li>17. Engaged with 100 partners</li><li>18. Engaged with 84 partner collaborations of which at least 1/4 were new clients to OCII</li></ol> |
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**UNIVERSITY OF PRINCE EDWARD ISLAND**  
**RESEARCH SUPPORT FUND – Research Security**  
**2024-25 PERFORMANCE TARGETS**

With increased Research Security funding, UPEI is required to implement the National Security Guidelines for Research Partnerships. The research security funding will help to build capacity within UPEI to identify, assess and mitigate the potential risks to research security.

| 2024-2025 Research Security Allocation - \$3,604-->ACTUAL \$3604                                             |                                                                                                                                                                            |                                                                              |                                                           |                                                                                                                      |                                                                                                                                                                                                                                                                        |
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| Project title                                                                                                | Output (investment of research security funds)                                                                                                                             | Performanc<br>e objective                                                    | Performance<br>indicator                                  | Target outcome                                                                                                       | 2024-2025 Outcomes                                                                                                                                                                                                                                                     |
| <b>Implementatio<br/>n of the<br/>National<br/>Security<br/>Guidelines for<br/>Research<br/>Partnerships</b> | \$3604 invested in hiring research security staff (facilitators, officers, etc.)<br><br>This is in addition to funds from the RSF Management and Administration objectives | Assist in coordinatin<br>g research<br>security<br>across the<br>institution | Aid in identifying and mitigating research security risks | Identify and mitigate risks to research security (e.g. physical, cyber, partnerships, intellectual property, people) | Completed Open-source due diligence training for the Research Services team, hosted a Research Security session for researchers and Research Services team. Collaborated with Procurement on potential risk for purchase of a research service and mitigated the risk. |