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## Principal Investigator Fees

Office of Research Services

Policy

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### 1.0 Purpose

- 1.1 To outline the University of New Brunswick's Principal Investigator Fees policy.

### 2.0 Applicability

- 2.1 University-wide

### 3.0 Definitions

- 3.1 None applicable

### 4.0 Implementation

- 4.1 Principal investigators (PIs) may be compensated for the performance of services in connection with a research contract. In such cases, the P.I. Fee rate will normally be based on his/her University salary, which is calculated as follows:
- Annual Salary/225 days = \$ per day; or
  - Annual Salary/225 days/7.25 hours per day = \$ per hour
- 4.2 PIs wishing to use other fee scales are advised to consult ORS beforehand.
- 4.3 In order to claim PI Fees, please complete the "Cheque Requisition for Principal Investigator Fees" form and send to ORS.
- 4.4 PI Fees MUST have an associated overhead charge expensed to the account.
- 4.5 PIs can transfer PI fees to a General Research Trust Account to be used to cover ongoing research expenses, and therefore not to be recorded as personal income.
- 4.6 Note: P.I. Fees will only be paid if UNB has received payment from the client.

### 5.0 Interpretation and Questions

- 5.1 For further information please contact:
- Executive Director, ORS  
Tel: (506) 453-4674 Fax: (506) 453-3522  
E-mail: [ors@unb.ca](mailto:ors@unb.ca)  
or  
Charlotte McIntosh  
Manager, Research Funds, ORS



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