



## Funding Overlap Declaration

**Use this checklist to notify CIHR of a funding overlap with your CIHR application, grant or award.**

**INSTRUCTIONS:**

1. Use the checklist below to determine the content to be mailed to CIHR.
2. Order the content as indicated below and assemble into a Declaration package.
3. Include a covering letter with the package to clarify how the funding overlap will be resolved or to request a reduction equal to the amount of the unneeded portion.
4. Send the declaration package by email to [support@cihr-irsc.gc.ca](mailto:support@cihr-irsc.gc.ca) immediately in the event that you receive funding for any part of the CIHR-funded project.

**From the Recipient:**

For the currently-held CIHR grant or award:

- the name of the recipient;
- the title of the proposal and the application number.

For all related sources of funding held as an applicant or as a co-applicant, including operating, infrastructure and equipment grants, contracts and sponsorships:

- the title of the proposal (include application numbers for CIHR grants);
- the funding source;
- the hours per week;
- the total amount (CAN\$);
- the support period (e.g. start and end date);
- the percentage of funding overlap;
- the percentage of scientific overlap;
- the entire research proposal as originally submitted;
- the budget with justification as originally submitted.

Print Name:	Signature of Nominated Principal Applicant:	Date: