

# OFFICE OF RESEARCH & INNOVATION SERVICES (ORIS)

**Location: Room 150, Joyce Entrepreneurship Centre (JEC)**

## ***What services does ORIS provide?***

The ORIS is the primary contact for the federal granting councils (CIHR, NSERC, SSHRC), government ministries, industry, associations, and foundations that typically provide financial support for research and creative activities. We focus on supporting and promoting research at the University of Windsor; [a web-based guide to our research processes and services may also be found on our website](#). This is accomplished by identifying and disseminating research funding sources and opportunities; liaising with funding agencies on your behalf; assisting in the development, submission, and tracking of grant proposals and contracts; ensuring compliance with the policies and guidelines of both the university and the funding agencies; providing and administering internal grant competitions for research support; developing university research policies and procedures; ensuring ethical, regulatory and contractual considerations are addressed; and receiving award notifications from agencies and liaising with Research Finance to establish grant accounts. We also offer support for research partnerships and Intellectual Property protection, including assistance with patents, commercializing technologies, and forming industry partnerships through our Technology Transfer Office.

## ***How do I obtain signatures for my funding application?***

To obtain signatures required for submission of a funding application or contract, please contact the ORIS staff member (see link below) responsible for your application, please do so at least 5 business days before the grant deadline – unless ORIS has promoted another timeline for the funding opportunity -- and you will be provided with the information you need to obtain the required signature(s). This may mean providing certain documentation and you will be guided through this process. All applications or contracts require submission of the [ORIS form found on the ORIS website](#).

## ***How do I get a new grant account?***

To arrange for a new grant account for either internal or external funding, please contact the ORIS staff member (see link below) responsible for the funding sponsor and you will be guided through the process for obtaining a grant account number.

## ***Where do I find information about funding opportunities?***

A list of [major funding agencies](#) can be found on the ORIS website. Faculty also have access to Pivot, an online database of funding opportunities at <https://pivot.proquest.com/>. Our research coordinators routinely email announcements concerning funding opportunities. As well, our monthly newsletter, "Plugging into Research," is disseminated to all faculty members and provides the current funding opportunities available to researchers.

## ***We are here to help you in your efforts to obtain funding.***

As most funding agencies have rules and regulations regarding submissions of proposals and allowable expenses, we are here to help develop your proposals and provide advice on developing your budget, either through one-on-one consultations or workshops. Visit our workshop website at: <http://cleo.uwindsor.ca/oris/workshops/>.

ORIS Contact Information: <https://www.uwindsor.ca/research-innovation-services/298/connect>  
Website: [www.uwindsor.ca/oris](http://www.uwindsor.ca/oris)