

BUDGET PLANNING TOOL

Information for Researchers: <https://droitcivil.uottawa.ca/en/information-for-researchers>Human Resources in Research: <https://research.uottawa.ca/hr-research>

uOttawa

STUDENT SALARIES

Year	Undergraduate Students				Graduate Students			
	Hourly Rate*	Hourly Rate +9.59% benefits	130hrs ^a	170hrs ^b	Hourly Rate*	Hourly Rate +9.59% benefits	130hrs ^a	170hrs ^b
1 09/2019-08/2020	28.19	30.89	4,016.14	5,251.88	44.42	48.68	6,328.38	8,275.58
2 09/2020-08/2021	28.47	31.20	4,056.04	5,304.05	44.86	49.16	6,391.07	8,357.55
3 09/2021-08/2022	28.75	31.51	4,095.93	5,356.21	45.31	49.66	6,455.18	8,441.39
4 09/2022-08/2023**	29.21	32.01	4,161.46	5,441.91	46.03	50.44	6,557.76	8,575.53
5 09/2023-08/2024**	29.68	32.53	4,228.42	5,529.47	46.77	51.26	6,663.18	8,713.39
6 09/2024-08/2025**	30.15	33.04	4,295.38	5,617.04	47.52	52.08	6,770.03	8,853.19
7 09/2025-08/2026**	30.63	33.57	4,363.76	5,706.46	48.28	52.91	6,878.31	8,994.71
8 09/2026-08/2027**	31.12	34.10	4,433.57	5,797.75	49.05	53.75	6,988.01	9,138.16

*includes 4% vacation pay; **estimated 1.6% salary increase included

^a Standard contract per semester (average of 10hrs/week); ^b Maximum contract per semester (average of 10hrs/week).

NOTE: Part-time students may work more than 10hrs/week.

POSTDOCTORAL FELLOWS: The minimum level of funding for a postdoctoral stipend or fellowship is \$34,000 per year. If the postdoctoral fellow is paid in whole or in part by internal sources of funding (meaning all funds administered by uOttawa), the fellow will have employee status, and so it is also necessary to budget between 14-17% in addition to the salary to cover employee benefits. For more information, consult [Policy on postdoctoral appointments](#).

MEALS AND TRAVEL ALLOWANCES: For Canada and the US*, the maximum is \$112.15 per day, including breakfast (\$21.10), lunch (\$21.35), dinner (\$52.40), and incidental expenses (\$17.30) [**for US, amounts are in USD*]. For other international travel rates, consult [NJC Travel Directive - Appendix D](#). For more information on eligible travel expenses, consult [Procedure 16-11](#).

TRI-AGENCY FINANCIAL ADMINISTRATION PRINCIPLES: There are four basic principles that govern the appropriate use of grant funds.

Grant expenditures must:

- Contribute to the direct costs of the research/activities for which the funds were awarded, with benefits directly attributable to the grant;
- Not be provided by the administering institution to their research personnel;
- Be effective and economical; and
- Not result in personal gain for members of the research team.

These four principles form the basis for the **uOttawa Guide on Research Expenditures**. These guidelines apply to all research funds held at uOttawa, including: Tri-agency funds; uOttawa research funds; general research funds; and all other funding sources, unless the funder allows more or less flexibility.

For more information, consult:

- **Tri-Agency Financial Administration Guide:** https://www.nserc-crsng.gc.ca/InterAgency-Interorganismes/TAFA-AFTO/guide-guide_eng.asp
- **uOttawa Guide on Research Expenditures:** <https://research.uottawa.ca/rms/implementation-new-tri-agency-guide>

EXAMPLES OF RESEARCH EXPENSES: <https://research.uottawa.ca/rms/examples-research-expenses>