

# Budget Help for Grant Applications

## Salaried Staff: Postdoctoral Fellows

### Memorial's Faculty of Humanities and Social Sciences

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#### Personnel Costs – Salaried Staff: Postdoctoral Fellows (PDFs)

- Most PDFs hired through research grants are salaried and unionized employees at Memorial. According to their union's most recent Collective Agreement (see: [LUMUN's Collective Agreement](#)) and Memorial's HR policy, benefits should be calculated as part of budget expenditures.
  - Note that if you preparing an application for a Tri-Agency competition, the [2017 Tri-Agency Financial Administration Guide](#) states that benefits are not allowed to be paid to stipend recipients. Therefore, in Tri-Agency application budgets, Memorial PDFs must be paid a salary (as opposed to a "stipend" or "fellowship") so that benefits can be charged to the grant.
- For research grant projects, PDFs may be employed either full-time or part-time.
- LUMUN's CA (Appendix A) has set minimum levels of pay which you can use as justification for the PDF's salary total:
  - As of **Sept. 1, 2019**: minimum base rate of pay is \$35,000/yr (full-time)
  - **After 25% benefits**: \$43,750. You have to pay a portion of the benefits, which amount to approximately 25% but will vary by postdoctoral fellow depending on work history and other factors. There could be other fees involved, such as visa renewal fees so it's recommended to budget 25% benefits in case of hidden fees. Ask your Departmental administrative staffperson to check with HR if you know who you are hiring and want a more accurate benefits rate.
- Also in accordance with the LUMUN CA, if you intend to hire a PDF for your research project, you **must submit to HSS confirmation that work space and office computing resources have been secured** for the duration of their employment.
- In general, however, it is recommended that you use salary levels that parallel the rates paid to holders of individual Tri-Council fellowships (and then add benefits), which are, as of September, 2018:
  - [SSHRC PDFs](#): \$45,000/yr (\$56,250 after 25% benefits)
  - [NSERC PDFs](#): \$45,000/yr (\$56,250 after 25% benefits)
  - [CIHR PDFs](#): \$60,000/yr (\$75,000 after 25% benefits)
- NSERC and SSHRC: Salary support to PDFs is limited to a maximum of 2 years of support.
- NSERC only: You can request 3 years of postdoctoral funding to attract exceptional candidates from outside Canada, with certain conditions (see "[Use of Grant Funds](#)"). After this period, you can hire the trained individual as "Research Assistant" personnel.
- For more budgetary considerations and information about PDFs at Memorial, please see the following list of links and resources:  
[https://www.mun.ca/hss/faculty\\_staff/research\\_support\\_services/resources/guides/](https://www.mun.ca/hss/faculty_staff/research_support_services/resources/guides/)