

THE UNIVERSITY OF BRITISH COLUMBIA



102 - 6190 Agronomy Road
Vancouver B.C., V6T 1Z3
Phone: «whophone»
Fax: 604-822-5093
email: «whoemail»

FAX

Page(s): 6
Including cover

20R06947

ALWAYS QUOTE THE ABOVE ACCOUNT NUMBER
ON ALL RETURN CORRESPONDENCE & CHEQUES

15 May, 2013

Ing. Fabian Carrasco C.
Rector of the University of Cuenca
Citadel College, Central Administration, Third floor
University of Cuenca
Ecuador

Dear Sir,

RE: LETTER OF TRANSFER OF FUNDS

**PROJECT TITLE "AN ECOSYSTEM APPROACH TO ANTIMICROBIAL STEWARDSHIP: AN
ECUADORIAN -CANADIAN COLLABORATION TO DESIGN, IMPLEMENT AND EVALUATE A
COMMUNITY-BASED INTERVENTION"**

**Sponsor: Canadian Institutes of Health Research (CIHR) : MOP 120778
Dr. Annalee Yassi, School of Population and Public Health, UBC
Dr. Arturo Quizhpe, University of Cuenca, Ecuador**

I have faxed a copy of the above noted agreement which has been signed on behalf of The University of British Columbia. Please fax the agreement back to me once signed.

Please note that this agreement replaces the agreement dated April 25, 2013.

Questions regarding invoices, details of charges and other financial matters should be directed to RTA Manager in the UBC Office of Financial Services, phone 604-123-1234

Please note that any correspondence regarding this agreement should be forwarded to my attention at the Office of Research Services.

Yours sincerely,

A handwritten signature in cursive script that reads "Wendy Drysdale".

Wendy Drysdale
Assistant Manager, Research Grants

copy: Dr. Annalee Yassi, School of Population and Public Health, Faculty of Medicine
Loida Abag, Financial Services, UBC

THE UNIVERSITY OF BRITISH COLUMBIA



Office of Research Services
102-6190 Agronomy Road,
Vancouver B.C., V6T 1Z3
Phone: 604-822-8582
Fax: 604-822-5093
email: dean.kuusela@ors.ubc.ca

May 15, 2013

20R06947
ALWAYS QUOTE THE ABOVE
ACCOUNT NUMBER
ON ALL RETURN
CORRESPONDENCE &
CHEQUES

Ing. Fabian Carrasco C.
Rector of the University of Cuenca
Citadel College, Central Administration, Third Floor
University of Cuenca
Ecuador

Dear Sir:

RE: Letter of Transfer of Funds

Between The University of British Columbia and University of Cuenca, Ecuador

**PROJECT TITLE "AN ECOSYSTEM APPROACH TO ANTIMICROBIAL STEWARDSHIP: AN
ECUADORIAN –CANADIAN COLLABORATION TO DESIGN, IMPLEMENT AND EVALUATE A
COMMUNITY-BASED INTERVENTION"**

Sponsor: Canadian Institutes of Health Research (CIHR): MOP 120778

Dr. Annalee Yassi, School of Population and Public Health, UBC

Dr. Arturo Quizhpe, University of Cuenca, Ecuador

Dr. Annalee Yassi, School of Population and Public Health, UBC has requested that the sum of USD\$3,000 be transferred to the University of Cuenca, Ecuador for Dr. Arturo Quizhpe use on this project for the period March 1, 2013 to March 31, 2014 for the purpose of:

Research expenses – project to be implemented by the Faculty of Medical Sciences and ReAct Latin America, an international program for containing the bacterial resistance, based in the Faculty.

The University of British Columbia will make fund transfers to the University of Cuenca, Ecuador under the following provisions. In exchange, the University of Cuenca, Ecuador agrees to do the following:

Administer the funds for the benefit of each participating grant or award holder, Co-investigator and/or Collaborators of that Institution in accordance with the Tri-Council Agreement on the Administration of Agency Grants and Awards by Research Institutions, its Schedule, and with any other relevant policies of the Agency, including those at http://www.nserc-crsng.gc.ca/Professors-Professeurs/Index_eng.asp;

- Repay any funds which do not fully conform to Agency guidelines;
- Follow the terms of this signed sub-grant letter;
- Have in place, or has access to, human and animal ethics reviews and controls to ensure adherence to ethics policies that conform with the applicable Tri-Council Policy: Ethical Conduct of Research Involving Humans and with the guidelines on the Canadian Council on Animal Care;

- Ensure that all human ethics, animal care, bio-safety or other necessary certifications are in place before the funds can be accessed by the Co-investigator.
- If animal work is to be done at your institution, please send a copy of the IACC approval certificate as well as the application to our office for review by the UBC Animal Care Committee;
- Any residual funds from transferred in previous periods may be kept for the duration of this agreement. Unused and uncommitted funds are to be returned to UBC at the end of the project period unless otherwise notified;
- Return all unused and uncommitted funds to UBC if the Co-Investigator terminates employment with the Institution prior to the end of the period agreed for the use of the funds;
- Permit UBC to review its records and facilities in the same manner that, as per the Tri-Council MOU, an Agency is permitted to review those of a eligible institution;
- Maintain the relevant supporting documentation on file (i.e. a copy of this sub-grant letter, certification(s), supporting documentation for expenditures and Form 300;
- Intellectual property developed under this project solely by researchers at one institution shall be governed by the applicable intellectual property policies and/or collective agreements of that institution. Intellectual property developed under this project jointly by researchers at different institutions shall be jointly owned by those institutions, and any commercialization of such joint intellectual property shall be in accordance with an agreement to be entered into between the institutions.

Financial reporting conditions are outlined in Appendix A attached.

The reporting form (Form 300) is attached as Appendix B.

Please complete the banking details on the Electronic Funds Transfer (EFT) Form attached as Appendix C.

If you are in agreement with these terms and conditions please have the appropriate authorized official sign below and return one copy to this office. A wire transfer of funds will be authorized once the signed copy has been received.

THE UNIVERSITY OF BRITISH COLUMBIA

UNIVERSITY OF CUENCA, ECUADOR



Dean Kuusela
Associate Director



Authorized Official

FABIAN CARRASCO
Printed Name and Title

RECTOR.

copy: Dr. Annalee Yassi, School of Population and Public Health UBC
Dr. Arturo Quizhpe, University of Cuenca, Ecuador
Loida Abag, Financial Services, UBC

/dk

APPENDIX A

FINANCIAL REPORTING

Complete and forward to the University of British Columbia, Research and Trust Accounting, a financial statement (Form 300) signed by its financial officer and the Co-Investigator on or before April 30 of each funding year for the period April 1 to March 31. The signature of the financial officer certifies that the funds were administered on behalf of the Co-Investigator in accordance with Agency rules and regulations and the terms of this sub-grant letter. The University of British Columbia has the right and responsibility to withhold or withdraw the administration of the funds or expenses proposed by the Co-Investigator that contravene Agency rules or regulations, or University of British Columbia policies, or any other term of this sub-grant letter, and to seek advice or ruling from the Agency as appropriate.

Late submission of the statement may jeopardize the payment of outstanding funds owed by the funding agency. An interim faxed copy of the initial signed statement will suffice to allow UBC to include the expenses in our financial reports to the Agency. An **original signed statement must be forwarded** by mail as soon as possible, to be kept on file at UBC and made available to the funding agency during their monitoring visits.

ELIGIBLE COSTS

Please adhere to the **Funding Agency's Guidelines and MOU** for allowable expenditures, and any spending limitations by expense type or category. If you require additional information regarding the Funding Agency Guidelines, please contact us.

Please quote the UBC reference # (Account # 20R06947) on all correspondence

PAYMENT SCHEDULE

<u>Date of Advancement</u>	<u>Amount</u>
Receipt of signed agreement	USD\$3,000

Please Note:

If future advances are to be made for this collaboration, these funds will not be released until our office has received a financial report for the prior advancement.

UBC CONTACT INFORMATION:

Research and Trust Accounting:

Name: Loida Abag
Telephone: 604-822-4560
E-Mail: labag@finance.ubc.ca

Address: UBC, RTA Office
Room 305, 2075 Wesbrook Mall
Vancouver, B.C. V6T 1Z1

Research Services:

Name: Dean Kuusela
Telephone: 604-822-8582
E-Mail: dean.kuusela@ors.ubc.ca

APPENDIX B

Canada Research Chairs

☐

Canadian Institutes of Health Research

☐

Indicate for which Federal Granting Agency the "Statement of Account" is intended

Natural Sciences and Engineering Research Council of Canada

☐

Social Sciences and Humanities Research Council of Canada

☐

Annual Statement ☐

Final Statement ☐

GRANTS IN AID OF RESEARCH STATEMENT OF ACCOUNT

Important Notice: A signed "Statement of Account" for each grant, including General Research Grants (GRG) and Assistance to Small Universities (ASU)/Small University Supplements (SUS) must be filed annually. Failure to file a "Statement of Account" may result in closing of the Council grant account(s).			
Family Name, Given Name and Initial(s) of Grantee	PIN no.	Date	Period Ending
Institution: University of British Columbia Department:		PG Number:	Council Grant no.
Deptid:	Fund:		
FUNDS AVAILABLE FOR CURRENT YEAR			
Balance of Grant at close of previous fiscal year			
Current year grant			
Federal Granting Agency authorized transfer			
Total funds available for current year		A	
EXPENDITURES INCURRED FOR CURRENT YEAR			
	Canadian and Permanent Resident	Foreign	
1) Salaries (including benefits)			
a) Bachelor's			
b) Master's			
c) Doctorate			
2) Salaries to others (including benefits)			
a) Postdoctoral			
b) Other			
3) Salary and benefits of incumbent (Canada Research Chairs only)			
4) Professional and technical services/contracts			
5) Equipment (including powered vehicles)			
6) Materials, supplies and other expenditures			
7) Administrative costs related to the Canada Research Chair			
8) Travel			
9) Research time stipends (SSHRC Grantees only)			
Total expenditures incurred for current year		B	
Balance (A - B)			
UNSPENT BALANCE			
Outstanding commitments at close of year			
SIGNATURES			
I hereby certify that the above statement is correct; that the expenditures conform to the general conditions and regulations governing grants As outlined in the Council guide, and were for the purpose for which the grant was made.		I hereby certify that the expenditures summarized above were incurred and paid wholly on behalf of the grantee, and that the vouchers are available for monitoring purposes.	
Grantee (or university official for GRG, SIG and ASU/SUS grants)		Financial Officer	
Date		Date	

APPENDIX C

ELECTRONIC FUNDS TRANSFER (EFT) FORM FOR OUTGOING WIRE TRANSFER PAYMENTS

(All fields required unless otherwise specified.)

BENEFICIARY'S PAYMENT	
AMOUNT	\$3,000 USD
PAYMENT CURRENCY	USD
VALUE DATE (when due)	
CORRESPONDENT (INTERMEDIARY) BANK (only if required; else leave blank)	
SWIFT CODE (MUST HAVE)	
NAME	
STREET ADDRESS	
CITY, COUNTRY	
BENEFICIARY'S BANK	
SWIFT CODE (MUST HAVE)	
NAME	PACIFCE G300
STREET ADDRESS	GRAN COLOMBIA Y AV. DE LAS AMÉRICAS 23-120
CITY, COUNTRY	CUENCA, ECUADOR
BENEFICIARY	
NAME & PHONE NUMBER	UNIVERSIDAD DE CUENCA (593 7) 4051000
BANK ACCOUNT NUMBER	BANCO DEL PACÍFICO - 02886127
STREET ADDRESS	AV. 12 DE ABRIL Y AGUSTÍN CUEVA
CITY, COUNTRY	CUENCA, ECUADOR
REFERENCE INFORMATION	
PAYMENT DETAILS FOR BENEFICIARY	Collaborative transfer
PAYMENT/INVOICE REFERENCE	CIHR MOP 120778 to
ORDERING PARTY	Uni. of Cuenca, Ecuador for
	Dr. Arturo Quispe
INSTRUCTIONS TO PAYEE BANK, (if any)	
IF PAYEE NAME (ON REQUISITION FORM) IS <u>NOT SAME</u> AS THE BENEFICIARY ACCOUNT NAME, PLEASE PROVIDE	
AUTHORIZING SIGNATURE:	PRINT NAME: Dean Kuusela Associate Director, Research Services University of British Columbia

PLEASE COMPLETE