



Ocean Tracking Network Canada
Dalhousie University
1355 Oxford Street, PO Box 15000
Halifax, Nova Scotia, B3H 4R2

Project 4.1

Send to Jinyu Sheng (Dalhousie), Katja Fennel (Dalhousie),

Dear OTN Canada PIs:

The OTN Canada Scientific Advisory Committee (SAC) met on December 2-3, 2014 in Halifax to review the annual scientific progress report and financial reports for Year 5 (2014) and Year 6 (2015) proposals. To comply with conflict of interest procedures, all principal investigators that serve on the SAC were asked to leave the room when their projects were discussed.

Report Approved: Yes No Conditional

Budget Approved: Yes No Conditional

Specific recommendations/considerations for your project (Please address the requested revisions to the 2014 report ON THIS FORM and resubmit to us by January 6, 2015):

SAC Comments:

Year 5 science report:

- The SAC congratulates this group on the improved productivity (e.g. submitted, accepted, and published journal articles, and external conference presentations) of the group as a whole.
- The integration of physical oceanographic modeling with (4.2, 4.5, 4.6) is a successful accomplishment, and this continued cross-project integration is important. The oceanographic work that is supported by OTN Canada must be providing context to animal movements.
- Nevertheless the SAC remains deeply concerned about the publication rate of the two RAs that have been there since 2010, particularly with the high budget of their salaries.

Year 5 financial report:

- Basically expenditures were according to approved plans.

Year 6 budget and justification:

- 2015 and especially 2016 have to be about cross-project integration and synthesis of research results; therefore, it is imperative to know how the data generated under the auspices of this project are going to get disseminated.

- The SAC does not feel that bringing on a new RA replacement for Laura Bianucci will be efficient as Phase II is wrapping up, unless it will make a significant difference in terms of dissemination. However, this seems unlikely with a brand new person coming on board.
- In order to approve the continuation of funding, the SAC must get a sense of what the dissemination plans are going to be by the two RA's for which funding has been requested in 2015. Therefore, the SAC is requesting a milestone table of activities and publications, with planned submission dates.

Revisions for the 2014 report:

- Research associates (RA) should not be listed as PDFs in the budget report. Please revise.
- Please provide the above requested milestone table of publications: develop a plan for products that are to be produced from the research, including number of papers and presentations to be submitted/presented by each HQP, targeted journals/conferences, and timeline and descriptions of other kinds of products to be produced.

Global Comments and Recommendations for all projects (for future reports):

The SAC made the following general comments on this year's annual reports and recommendations for subsequent annual reports:

1. In the future please submit clearer and more detailed budget justifications. Going forward we will include examples for you to follow as a guideline. It is not appropriate to ask the SAC to go back to your original proposal budget and its justification in order to understand what "no significant deviations" means; please simply describe what you spent on what, including the names of all people whose salaries were paid from OTN.
2. Proposed publication expenditures for all projects were removed following last year's SAC meetings. These expenditures were centralized and require application to the Secretariat (i.e., Amy Ryan) to be approved on a case-by-case basis.
3. Please ensure that OTN is acknowledged in any and all publications generated with the support of OTN Canada/NSERC, and especially when the research may appear somewhat peripheral to OTN Canada work. Only publications acknowledging OTN support may be listed in annual reports.

Please submit any revisions on, or in addition to, this form absolutely as soon as possible in order for the SAC to make a decision on continued funding for RAs beyond the 3 months approved for 2015. We will incorporate the revisions into the reports. Thank you again for your efforts. If you have any questions or require additional information, please do not hesitate to contact us.

Best Regards,

Sara Iverson, Scientific Director
Amy Ryan, Network Manager (acting)
on behalf of the OTN Canada Scientific Advisory Committee



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Project 4.2

Send to Dave Hebert (DFO-Bedford Inst, Dalhousie U), Tetjana Ross (Dalhousie U)

Dear OTN Canada PIs:

The OTN Canada Scientific Advisory Committee (SAC) met on December 2-3, 2014 in Halifax to review the annual scientific progress report and financial reports for Year 5 (2014) and Year 6 (2015) proposals. To comply with conflict of interest procedures, all principal investigators that serve on the SAC were asked to leave the room when their projects were discussed.

Report Approved: Yes No Conditional

Budget Approved: Yes No Conditional

Specific recommendations/considerations for your project (Please address the requested revisions to the 2014 report ON THIS FORM and resubmit to us by January 6, 2015):

SAC Comments:

Year 5 science report:

- The SAC congratulates the glider group on the productivity of their students, and their forecasted rapid expansion with the installation of the echosounder and success of the Wave glider, as well as participation in Gliderpalooza.
- Going forward the glider program is critical to the OTN.
- Congratulations to Matt Dever for his exceptional work that brings together oceanography and biology through telemetry, which is truly what the OTN is all about.
- The SAC notes that Matt Beck has been with the group for a long time as a master's student, with few publications, and remains at 25% funding. The SAC is requesting clarification on this.
- The SAC noticed that some co-op students were listed as RAs. The acronym "RA" is for research associates only (personnel who have been funded at the postdoctoral level more than 2 years) - not research assistants. It is also very important to identify undergraduate (co-op) or any other students in their own category, as more credit is given for hiring students.

Year 5 financial report:

- High spending on technical support.
- However, expenditures are forecasted to be within budget with no significant deviations.

- There is no indication of Matt Beck's salary within the expenditure justification.

Year 6 budget and justification:

- Essentially this group is asking for what was originally requested, with the largest portion for qualified personnel to operate the Wave glider.

Revisions for the 2014 report:

- Indicate which students have been identified incorrectly as "RAs" that are actually undergraduate students, and specify whether they are co-op, honours, or research assistants.
- Justify/clarify Matt Beck's status, particularly within the financial report.

Global Comments and Recommendations for all projects (for future reports):

The SAC made the following general comments on this year's annual reports and recommendations for subsequent annual reports:

1. In the future please submit clearer and more detailed budget justifications. Going forward we will include examples for you to follow as a guideline. It is not appropriate to ask the SAC to go back to your original proposal budget and its justification in order to understand what "no significant deviations" means; please simply describe what you spent on what, including the names of all people whose salaries were paid from OTN.
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3. Please ensure that OTN is acknowledged in any and all publications generated with the support of OTN Canada/NSERC, and especially when the research may appear somewhat peripheral to OTN Canada work. Only publications acknowledging OTN support may be listed in annual reports.

Please submit any revisions on, or in addition to, this form. We will incorporate any revisions into the reports. Thank you again for your effort with the reports. If you have any questions or require additional information, please do not hesitate to contact us.

Best Regards,

Sara Iverson, Scientific Director
Amy Ryan, Network Manager (acting)
on behalf of the OTN Canada Scientific Advisory Committee



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Project 4.3

Send to Christopher Taggart (Dalhousie U)

Dear OTN Canada PIs:

The OTN Canada Scientific Advisory Committee (SAC) met on December 2-3, 2014 in Halifax to review the annual scientific progress report and financial reports for Year 5 (2014) and Year 6 (2015) proposals. To comply with conflict of interest procedures, all principal investigators that serve on the SAC were asked to leave the room when their projects were discussed.

Report Approved: Yes No Conditional

Budget Approved: Yes No Conditional

Specific recommendations/considerations for your project (Please address the requested revisions to the 2014 report ON THIS FORM and resubmit to us by January 6, 2015):

SAC Comments:

Year 5 science report:

- The SAC congratulates you on the success of this project, especially the spin-off company that has come out of this, and wishes you continued success.
- While the SAC hopes for improved productivity (e.g. submitted, accepted, and published journal articles, and external conference presentations), it was agreed that from an industrial point of view this project is of benefit to OTN, and the SAC commends your collaborative efforts.

Year 5 financial report:

- **NSERC rules are as follows:** The OTN NSERC account is not to be borrowed from, or contributed to, other than for OTN related work. The only reporting to be listed as budget expenditures is that which came solely out of the funds given to you by OTN. In other words, you are to report on only the funds spent that you were given out of the OTN NSERC account. All other sources must be listed separately as in-kind support. This can be in a table within the report, or however you choose to list it, as long as it is listed separately from your OTN NSERC account.

Year 6 budget and justification:

- Overall appropriate.
- Approval pending new budget justifications.

Revisions for the 2014 report:

- The SAC would like more information on productivity; therefore, please provide a milestone table of what the plan is for disseminating publications: develop a plan for products that are to be produced from the research, including number of papers and presentations to be submitted/presented by each HQP, targeted journals/conferences, and timeline and descriptions of other kinds of products to be produced.
- Please resubmit your budget and justifications for money spent solely out of your OTN account provided. List other sources of funding as in-kind contributions.

Global Comments and Recommendations for all projects (for future reports):

The SAC made the following general comments on this year's annual reports and recommendations for subsequent annual reports:

1. In the future please submit clearer and more detailed budget justifications. Going forward we will include examples for you to follow as a guideline. It is not appropriate to ask the SAC to go back to your original proposal budget and its justification in order to understand what “no significant deviations” means; please simply describe what you spent on what, including the names of all people whose salaries were paid from OTN.
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Best Regards,

Sara Iverson, Scientific Director
Amy Ryan, Network Manager (acting)
on behalf of the OTN Canada Scientific Advisory Committee



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Project 4.4

Send to Glenn Crossin (Dalhousie U), Bruce Hatcher (CBU), Jinyu Sheng (Dalhousie U)

Dear OTN Canada PIs:

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Report Approved: Yes No Conditional

Budget Approved: Yes No Conditional

Specific recommendations/considerations for your project (Please address the requested revisions to the 2014 report ON THIS FORM and resubmit to us by January 6, 2015):

SAC Comments:

Year 5 science report:

- Although the start-up of this project was delayed, everything looks to be going forward.
- The SAC would like to see more information about the biology and the significance of this project in the report.

Year 5 financial report:

- Much of the budget has not been spent due to the delay in start-up.
- CBU is \$5.6K overspent.
- Clarification on the total budget required for fieldwork.
- **NSERC rules are as follows:** The OTN NSERC account is not to be borrowed from, or contributed to, other than for OTN related work. The only reporting to be listed as budget expenditures is that which came solely out of the funds given to you by OTN. In other words, you are to report on only the funds spent that you were given out of the OTN NSERC account. All other sources must be listed separately as in-kind support. This can be in a table within the report, or however you choose to list it, as long as it is listed separately from your OTN NSERC account.

Year 6 budget and justification:

- More funds are being requested this year than what were approved due to the array expansion. Perhaps there is money available from CFI to contribute to this.
- It is possible some of the fieldwork budget has been duplicated between Glenn and Bruce.

Revisions for the 2014 report:

- Please resubmit your budget and justifications for money spent solely out of your OTN account provided. List other sources of funding as in-kind contributions.
- An indication of the total budget needed for fieldwork going forward for this year and next (communication between Glenn and Bruce) is required. Confirm whether or not CFI has funds available to contribute towards the increased servicing costs.
- Write a paragraph about the biology and the importance of study to be included in the final report.

Global Comments and Recommendations for all projects (for future reports):

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3. Please ensure that OTN is acknowledged in any and all publications generated with the support of OTN Canada/NSERC, and especially when the research may appear somewhat peripheral to OTN Canada work. Only publications acknowledging OTN support may be listed in annual reports.

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Best Regards,

Sara Iverson, Scientific Director
Amy Ryan, Network Manager (acting)
on behalf of the OTN Canada Scientific Advisory Committee



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Project 4.5

Send to Julian Dodson (U Laval), Martin Castonguay (DFO-Institut Maurice-Lamontagne, U Laval)

Dear OTN Canada PIs:

The OTN Canada Scientific Advisory Committee (SAC) met on December 2-3, 2014 in Halifax to review the annual scientific progress report and financial reports for Year 5 (2014) and Year 6 (2015) proposals. To comply with conflict of interest procedures, all principal investigators that serve on the SAC were asked to leave the room when their projects were discussed.

Report Approved: Yes No Conditional

Budget Approved: Yes No Conditional

Specific recommendations/considerations for your project (Please address the requested revisions to the 2014 report ON THIS FORM and resubmit to us by January 6, 2015):

SAC Comments:

Year 5 science report:

- The SAC congratulates you on your continued productivity (e.g. submitted, accepted, and published journal articles, and external conference presentations), and commends you on your presentations of this excellent work at conferences.

Year 5 financial report:

- The budget is on track.
- There was a question of who the five people are for whom travel and accommodations were covered. Only two of the five are eligible. NSERC cannot fund travel for individuals employed by DFO, including postdocs assigned to DFO PIs.

Year 6 budget and justification:

- There were no issues surrounding this request.

Revisions for the 2014 report:

- Please clarify the portion of the budget spent on travel. Of the five individuals for whom

travel and accommodations were provided, only two were eligible. Therefore correct how this is worded in the budget justification.

Global Comments and Recommendations for all projects (for future reports):

The SAC made the following general comments on this year's annual reports and recommendations for subsequent annual reports:

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Amy Ryan, Network Manager (acting)
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Project 4.6

Send to Mike Stokesbury (Acadia U), Michael Dadswell (Acadia U), Matthew Litvak (Mount Alison U)

Dear OTN Canada PIs:

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Report Approved: Yes No Conditional

Budget Approved: Yes No Conditional

Specific recommendations/considerations for your project (Please address the requested revisions to the 2014 report ON THIS FORM and resubmit to us by January 6, 2015):

SAC Comments:

Year 5 science report:

- “What’s not to like?”
- The SAC was very impressed at how much this group has been able to accomplish with very junior students, and the ability to spread funds so far.
- It was suggested that this group might consider aiming for some higher impact journals, but this is a minor comment.

Year 5 financial report:

- This group has always worked with a small budget.

Year 6 budget and justification:

- There were no deviations in the proposed expenditures.

Revisions for the 2014 report:

No specific requirements were stated.

Global Comments and Recommendations for all projects (for future reports):

The SAC made the following general comments on this year's annual reports and recommendations for subsequent annual reports:

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Best Regards,

Sara Iverson, Scientific Director
Amy Ryan, Network Manager (acting)
on behalf of the OTN Canada Scientific Advisory Committee



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Project 4.7

Send to Sara Iverson (Dalhousie U), Don Bowen (DFO-Bedford Inst, Dalhousie U), Joanna Mills Flemming (Dalhousie U)

Dear OTN Canada PIs:

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Report Approved: Yes No Conditional

Budget Approved: Yes No Conditional

Specific recommendations/considerations for your project (Please address the requested revisions to the 2014 report ON THIS FORM and resubmit to us by January 6, 2015):

SAC Comments:

Year 5 science report:

- The SAC congratulates this group on their productivity (e.g. submitted, accepted, and published journal articles, and external conference presentations), and acknowledges the great work being done.

Year 5 financial report:

- Spending is on track with no significant deviations.

Year 6 budget and justification:

- There were no deviations from the proposed expenditures.

Revisions for the 2014 report:

No specific requirements were stated.

Global Comments and Recommendations for all projects (for future reports):

The SAC made the following general comments on this year's annual reports and recommendations for subsequent annual reports:

1. In the future please submit clearer and more detailed budget justifications. Going forward we will include examples for you to follow as a guideline. It is not appropriate to ask the SAC to go back to your original proposal budget and its justification in order to understand what “no significant deviations” means; please simply describe what you spent on what, including the names of all people whose salaries were paid from OTN.
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3. Please ensure that OTN is acknowledged in any and all publications generated with the support of OTN Canada/NSERC, and especially when the research may appear somewhat peripheral to OTN Canada work. Only publications acknowledging OTN support may be listed in annual reports.

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Best Regards,

Sara Iverson, Scientific Director
Amy Ryan, Network Manager (acting)
on behalf of the OTN Canada Scientific Advisory Committee



Ocean Tracking Network Canada
Dalhousie University
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Project 4.8

Send to Joanna Mills Flemming (Dalhousie U)

Dear OTN Canada PIs:

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Report Approved: Yes No Conditional

Budget Approved: Yes No Conditional

Specific recommendations/considerations for your project (Please address the requested revisions to the 2014 report ON THIS FORM and resubmit to us by January 6, 2015):

SAC Comments:

Year 5 science report:

- The SAC congratulates you on the work coming out of this project.
- The SAC would like to see the data visualization workshop fully described in the report.

Year 5 financial report:

- Funds have been spent accordingly.
- I. Jonsen's salary came out of Bioprobe account so some funds do not match.

Year 6 budget and justification:

- There are no deviations to the proposed expenditures.

Revisions for the 2014 report:

- Please add to the report the data visualization workshop that was held (dates, all who attended, etc).

Global Comments and Recommendations for all projects (for future reports):

The SAC made the following general comments on this year's annual reports and recommendations for subsequent annual reports:

1. In the future please submit clearer and more detailed budget justifications. Going forward we will include examples for you to follow as a guideline. It is not appropriate to ask the SAC to go back to your original proposal budget and its justification in order to understand what “no significant deviations” means; please simply describe what you spent on what, including the names of all people whose salaries were paid from OTN.
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Best Regards,

Sara Iverson, Scientific Director
Amy Ryan, Network Manager (acting)
on behalf of the OTN Canada Scientific Advisory Committee



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Project 4.9

Send to Ian Fleming (Memorial U), Michael Power (U Waterloo), Ross Tallman (DFO-Arctic, U Manitoba), Aaron Fisk (U Windsor)

Dear OTN Canada PIs:

The OTN Canada Scientific Advisory Committee (SAC) met on December 2-3, 2014 in Halifax to review the annual scientific progress report and financial reports for Year 5 (2014) and Year 6 (2015) proposals. To comply with conflict of interest procedures, all principal investigators that serve on the SAC were asked to leave the room when their projects were discussed.

Report Approved: Yes No Conditional

Budget Approved: Yes No Conditional

Specific recommendations/considerations for your project (Please address the requested revisions to the 2014 report ON THIS FORM and resubmit to us by January 6, 2015):

SAC Comments:

Year 5 science report:

- Congratulations on completion of Year 5.
- The SAC understands that this project just started in January so there has not been much in the area of output.

Year 5 financial report:

- There is an issue with money going to DFO, as NSERC cannot pay for DFO postdocs. Travel funding for individuals employed by DFO, or supervised by an individual that is not an adjunct professor must come out of that individual's budget, not the OTN NSERC account.
- NSERC funds can only be used toward students and student costs.
- It is important to clearly state in the budget justifications that the funds are for student analyses, and that the costs for materials and field research are for students.

Year 6 budget and justification:

- There were no exact descriptions given for 2015 expenses.
- There are no deviations from the proposed budget.

- All are proposing to carry forward their money except R. Tallman who has no money to carry forward.

Revisions for the 2014 report:

- Revise the budget justification (Year 5) to indicate that the money is for student analyses, and is not going to DFO.
- Also submit a justification for student expenditures (R. Tallman).
- Submit a revised budget justification (Year 6) that is detailed, but clear (please see enclosed example).

Global Comments and Recommendations for all projects (for future reports):

The SAC made the following general comments on this year's annual reports and recommendations for subsequent annual reports:

1. In the future please submit clearer and more detailed budget justifications. Going forward we will include examples for you to follow as a guideline. It is not appropriate to ask the SAC to go back to your original proposal budget and its justification in order to understand what “no significant deviations” means; please simply describe what you spent on what, including the names of all people whose salaries were paid from OTN.
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Best Regards,

Sara Iverson, Scientific Director
Amy Ryan, Network Manager (acting)
on behalf of the OTN Canada Scientific Advisory Committee



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Project 4.10

Send to Aaron Fisk (U Windsor), Svein Vagle (DFO-Arctic, U Victoria), Steve Ferguson (DFO Arctic, U Manitoba)

Dear OTN Canada PIs:

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Report Approved: Yes No Conditional

Budget Approved: Yes No Conditional

Specific recommendations/considerations for your project (Please address the requested revisions to the 2014 report ON THIS FORM and resubmit to us by January 6, 2015):

SAC Comments:

Year 5 science report:

- Congratulations on completing Year 5.
- Since no cod or seals could be found, the SAC wondered, how this might impact the project's objectives.

Year 5 financial report:

- We will need a better text justification. Just looking at the project overall, it would help a lot to have some of the in-kind listed and discussed.

Year 6 budget and justification:

- Deviations were explained and the budget is balanced.

Revisions for the 2014 report:

- Please describe how the inability to find cod or seals impacts the objectives of this project.

- Please revise and submit budget justifications for this year (Year 5; see enclosed example).

Global Comments and Recommendations for all projects (for future reports):

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1. In the future please submit clearer and more detailed budget justifications. Going forward we will include examples for you to follow as a guideline. It is not appropriate to ask the SAC to go back to your original proposal budget and its justification in order to understand what “no significant deviations” means; please simply describe what you spent on what, including the names of all people whose salaries were paid from OTN.
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Best Regards,

Sara Iverson, Scientific Director
Amy Ryan, Network Manager (acting)
on behalf of the OTN Canada Scientific Advisory Committee



Ocean Tracking Network Canada
Dalhousie University
1355 Oxford Street, PO Box 15000
Halifax, Nova Scotia, B3H 4R2

Project 4.11

Send to Aaron Fisk (U Windsor), Kevin Hedges (DFO-Arctic, U Manitoba), Svein Vagle (DFO-Arctic, U Victoria), Steve Ferguson (DFO-Arctic, U Manitoba), Daniel Heath (U Windsor)

Dear OTN Canada PIs:

The OTN Canada Scientific Advisory Committee (SAC) met on December 2-3, 2014 in Halifax to review the annual scientific progress report and financial reports for Year 5 (2014) and Year 6 (2015) proposals. To comply with conflict of interest procedures, all principal investigators that serve on the SAC were asked to leave the room when their projects were discussed.

Report Approved: Yes No Conditional

Budget Approved: Yes No Conditional

Specific recommendations/considerations for your project (Please address the requested revisions to the 2014 report ON THIS FORM and resubmit to us by January 6, 2015):

SAC Comments:

Year 5 science report:

- The SAC congratulates you on all of the work coming out of this project.
- The SAC would like to have seen mentioned in the report a follow-up to the 2012 issues experienced, and the fact that you were invited back into Cumberland Sound, as this demonstrates the impact of OTN on First Nations and the acceptance by them of OTN activities.

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Year 5 financial report:

- There needs to be a clearer breakdown and justification of the expenditures (what is being spent on what or on whom).

Year 6 budget and justification:

- There was a significant deviation in the proposed budget, however this was justified.
- The SAC commends you on your plan to support more students.

Revisions for the 2014 report:

- Please revise and submit budget justifications for this year (Year 5) that provide a clearer breakdown of what was spent on what and whom (see enclosed example).
- Be sure that the travel budget is spent on student travel. NSERC cannot fund travel for DFO employees.
- Interaction with Pangnirtung: please include within the report a follow-up describing how you were invited back (address resolution to 2012 issues).

Global Comments and Recommendations for all projects (for future reports):

The SAC made the following general comments on this year's annual reports and recommendations for subsequent annual reports:

1. In the future please submit clearer and more detailed budget justifications. Going forward we will include examples for you to follow as a guideline. It is not appropriate to ask the SAC to go back to your original proposal budget and its justification in order to understand what “no significant deviations” means; please simply describe what you spent on what, including the names of all people whose salaries were paid from OTN.
2. Proposed publication expenditures for all projects were removed following last year’s SAC meetings. These expenditures were centralized and require application to the Secretariat (i.e., Amy Ryan) to be approved on a case-by-case basis.
3. Please ensure that OTN is acknowledged in any and all publications generated with the support of OTN Canada/NSERC, and especially when the research may appear somewhat peripheral to OTN Canada work. Only publications acknowledging OTN support may be listed in annual reports.

Please submit any revisions on, or in addition to, this form. We will incorporate any revisions into the reports. Thank you again for your effort with the reports. If you have any questions or require additional information, please do not hesitate to contact us.

Best Regards,

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Project 4.12 – 4.15

Send to Scott Hinch (4.12, 4.15; UBC), Steve Cooke (4.13; Carleton U), Glenn Crossin (4.14; Dalhousie U)

Dear OTN Canada PIs:

The OTN Canada Scientific Advisory Committee (SAC) met on December 2-3, 2014 in Halifax to review the annual scientific progress report and financial reports for Year 5 (2014) and Year 6 (2015) proposals. To comply with conflict of interest procedures, all principal investigators that serve on the SAC were asked to leave the room when their projects were discussed.

Report Approved: Yes No Conditional

Budget Approved: Yes No Conditional

Specific recommendations/considerations for your project (Please address the requested revisions to the 2014 report ON THIS FORM and resubmit to us by January 6, 2015):

SAC Comments:

Year 5 science report:

- The SAC congratulates you on the productivity, output, and success of each of these projects.
- The interaction of these groups with the OTN community was acknowledged and commended.
- The SAC was pleased with the quantity of publications, as well as presentations and outreach. The presentation by Vivian Nguyen was particularly noted.
- The SAC requires clarification on the HQP start and end dates (particularly end dates).
- As well, it would be useful to describe where support is coming from for the people that are listed as 0% funded by OTN NSERC.
- It would be useful to see the publications listed separately by project so the SAC can more easily monitor productivity.
- Generally, the SAC is happy with each of these projects going forward.

Year 5 financial report:

- All of these projects are managing their budgets well.
- However, we need to see a detailed and clear description of the budget expenditures for each project.

Year 6 budget and justification:

- Reprofile RA salary (from \$40,000 to \$45,000), as this is standard across all other project budgets.

Revisions for the 2014 report:

- Please submit a clearer and more detailed budget justification for each of these projects (see attached sample).
- When submitting the new budget go ahead and reprofile \$45K for RA salary.
- Please clarify the start and end dates (particularly end dates) to the best of your ability. Rough estimates are just fine.
- Please indicate where the support comes from for HQP that are listed as being 0% funded by OTN NSERC (section 5a).
- Next year, please list publications separately by project.

Global Comments and Recommendations for all projects (for future reports):

The SAC made the following general comments on this year's annual reports and recommendations for subsequent annual reports:

1. In the future please submit clearer and more detailed budget justifications. Going forward we will include examples for you to follow as a guideline. It is not appropriate to ask the SAC to go back to your original proposal budget and its justification in order to understand what “no significant deviations” means; please simply describe what you spent on what, including the names of all people whose salaries were paid from OTN.
2. Proposed publication expenditures for all projects were removed following last year’s SAC meetings. These expenditures were centralized and require application to the Secretariat (i.e., Amy Ryan) to be approved on a case-by-case basis.
Please ensure that OTN is acknowledged in any and all publications generated with the support of OTN Canada/NSERC, and especially when the research may appear somewhat peripheral to OTN Canada work. Only publications acknowledging OTN support may be listed in annual reports.

Please submit any revisions on, or in addition to, this form. We will incorporate any revisions into the reports. Thank you again for your effort with the reports. If you have any questions or require additional information, please do not hesitate to contact us.

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