



# Provincial Research Organizations 2003 Survey

## Information for Respondents

### Survey objective

This survey collects data which are essential to assure the availability of pertinent statistical information to monitor science and technology related activities in Canada and to support the development of science and technology policy. The data collected are used by federal and provincial science policy analysts, and are also part of the Gross Domestic Expenditures on Research and Development (GERD).

### Authority

This survey is conducted under the authority of the Statistics Act, Revised Statutes of Canada, 1985, Chapter S19. Completion of this questionnaire is a legal requirement under the Statistics Act.

### Confidentiality

Statistics Canada is prohibited from publishing any statistics which would divulge information relating to any identifiable organization without the previous written consent of that organization.

## General Instructions

1. Please answer all questions. Your best estimates are satisfactory when precise figures are not available.
2. Additional forms and explanations of the terms used in the questions can be obtained from the Science and Technology Statistics Section: (613) 951-9662.
3. Please enclose a copy of your latest published annual report with a completed copy of the questionnaire by the end of      and send to:
 

Year                      Month                      Day

**Science, Innovation and Electronic Information  
 Division  
 Statistics Canada  
 Ottawa, Ontario  
 K1A 0T6**

[Gisèle.Bellefeuille@statcan.ca](mailto:Gisèle.Bellefeuille@statcan.ca)

I hereby authorize Statistics Canada to publish any or all portions of the data supplied on this questionnaire by this institute:

Name \_\_\_\_\_ Official position \_\_\_\_\_

Yes  No  \_\_\_\_\_ Signature \_\_\_\_\_

## Person to be contacted regarding this report

Name .....	Official Position .....
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Business address ..... ..... .....	Postal Code <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Telephone No.: ( ) ext.:
		Fax No.: ( )
		E-Mail: Internet:

Date <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> Year                      Month                      Day	Period covered by institute's fiscal year for 2002 From <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> To <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> Year                      Month                      Day                      Year                      Month                      Day
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# Revenue

## 1. Sources and types of funds **2003**

Source	Grant	Contract	Other <sup>1</sup>	Total
			(\$'000)	
This institution .....				
Federal government .....				
Provincial/Territorial government <sup>2</sup> .....				
Canadian industry .....				
Other Canadian .....				
Foreign .....				
<b>Total funds received in 2003</b> .....				
Add: Excess of expenditures over receipts during 2003 .....				
Subtract: Money received but not spent during 2003 .....				
<b>Total funds during 2003</b> .....				

1. Includes items such as royalties, rents and income from investments.

2. Including provincial government boards and municipal governments. Please consider provincial corporations providing commercial services (e.g. power, railroad, subway, bus) as Canadian industry.

# Expenditures

## 2. Types of expenditures

	2003 (actual)	2004 (forecast)
(a) Capital:		(\$'000)
Building, land .....		
Equipment .....		
<b>Sub-total</b> .....		
(b) Current:		
Wages and salaries of all personnel (include employee benefits) .....		
Extramural <sup>1</sup> .....		
Other current expenditures .....		
<b>Sub-total</b> (equal total current expenditures by activity and total current expenditures by application, page 3) .....		
<b>Total</b> (equals total funds in question 1) .....		

1. Grants and contracts to other organizations

## Total Expenditures by Activity

### 3. Activities

	Answer in <b>either</b> thousands of dollars or percentages			
	<b>2003 (actual)</b>		<b>2004 (forecast)</b>	
	(\$'000)	(%)	(\$'000)	(%)
Scientific research <sup>1</sup> .....				
Development or Improvement: a) products .....				
b) processes .....				
Technical services <sup>2</sup> .....				
Administration and management .....				
Other ( <i>specify</i> ) .....				
<b>Total</b> (equals total expenditures in question 2) .....		<b>100%</b>		<b>100%</b>

1. Scientific research does **not** include market research (Technical services) nor operations research (Development or Improvement).
2. Technical services includes resource surveys and analysis and testing.

## Total Expenditures by Application

### 4. Applications of current expenditures

	Answer in <b>either</b> thousands of dollars or percentages			
	<b>2003 (actual)</b>		<b>2004 (forecast)</b>	
	(\$'000)	(%)	(\$'000)	(%)
Natural resources <sup>1</sup> .....				
Primary industries <sup>2</sup> .....				
Secondary industries <sup>3</sup> .....				
Construction industry .....				
Services industries <sup>4</sup> .....				
Utilities <sup>5</sup> .....				
Environment <sup>6</sup> .....				
Developing countries .....				
Other ( <i>specify</i> ) .....				
<b>Total</b> (equals total expenditures in question 2) .....		<b>100%</b>		<b>100%</b>

1. Exploration, conservation, mensuration of resources.
2. Production, harvesting, concentration. Management of firms in these industries.
3. Products, processes of manufacturing industries (which includes food and beverages, tobacco, rubber, textiles, clothing, wood products, furniture, paper, primary metals, metal fabricating, machinery, transportation equipment, electrical products, non-metallic mineral products, petroleum and coal products, scientific and professional instruments). Management of firms in these industries.
4. Finance, trade, tourism.
5. Transport, communication, power.
6. Pollution abatement, waste recovery and disposal, toxicology.

**Personnel (Full-time Equivalent)\***

5. Types of personnel and training **2003** year end

Type of personnel	R&D	Total
	(FTE)	(FTE)
<b>Professionals:</b>  Scientists and engineers (include Senior R&D Administrators and Management Personnel) .....		
<b>Supporting Staff:</b>  Technologists and Technicians .....		
<b>Other</b> (directly engaged in the R&D program – e.g. machinists and electricians engaged in construction of prototypes and clerks, typists, accountants and storemen engaged in the administration or clerical support of R&D) .....		
<b>Total</b> .....		

\* Full-time equivalent: Full-time R&D staff plus portion of time spent on R&D by staff engaged only part-time in this activity. Example calculation: If out of five scientists engaged in R&D work, one works solely on R&D project and the remaining four devote only one quarter of their working time to R&D, then: FTE = 1 + ¼ + ¼ + ¼ + ¼ = 2 scientists.

**Location of Facilities**

6. If applicable, please indicate location of different facilities for this organization (e.g. different city)

Facility	Location	% of Expenditures	% of PYs

**Comments: Reasons for Major Changes in Reported Expenditures and Personnel** – In order to eliminate the necessity to verify discrepancies between this report and your last return ( **2002** ), please explain any significant changes which might be misconstrued as an error in reporting.

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Comments or suggestions on ways to improve PRO survey and/or additional items you would like to see in the service bulletin.

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