

**SOP 20**  
**MRI Incentive Programs**

**MRI Facility**

**Centre for Neuroscience Studies**

**May 2023**

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**Next Revision: May, 2026**

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## SUMMARY

The CNS MR Management recognizes that MR research can require significant financial resources. The CNS MRI Facility offers two incentive programs to encourage usage:

1. An Internal Pilot Time Award aimed at new users with no previous MR experience, pilot/preliminary-investigation studies, and/or users with financial need.
2. A Rewards Program aimed at established, high-volume users at the facility.

Investigators that are new to MR research, require financial assistance, or have other questions about the CNS MRI Facility incentive structures, please contact the MR Manager at [briend@queensu.ca](mailto:briend@queensu.ca). For more information on our standard fee structure and terms, please see [SOP#13 - Systems Billing Guide and Standard Rates](#).

## **INTERNAL PILOT TIME COMPETITION**

A Queen's MRI pilot time competition is being held on a rolling basis for full-time faculty conducting basic, clinical and health services investigations at Queen's University, the Kingston Health Sciences Centre (Kingston General Hospital, Hotel Dieu Hospital) and/or Providence Care. The MRI pilot time grant provides successful applicants with a reduced scanning rate of \$150 per hour (a 70% rebate on the normal MRI scanning rate) for a limited number of hours.

### **Eligibility**

The competition for rebated MRI time is specifically designed to support the collection of neuroimaging data that will be used as pilot data and/or support pilot projects expected to lead to and strengthen applications for external funding agencies (e.g., tri-council funding). To this end, it is the expectation that successful applicants will use acquired pilot data to apply for external funding within 2 years upon completion of their pilot time grant. Applicants may only apply for one grant per year as a principal investigator or co-principal investigator. Successful grants for a particular project are not renewable.

### **Summary of Funding**

The aim of the MRI pilot time grant is to help fund a specific project in your lab that will lead to and strengthen applications for external funding. As such, the MRI pilot time award will run on a rolling basis to ensure that applicants can seek support when it is needed most. Given that the goal of the funding is to support work that is not currently funded, applicants will be required to specify the relationship between the MRI time being requested and other relevant research funds currently held or applied for. They will also be required to justify the limited number of rebated MRI hours being requested. The requested MRI time must be used within the one-year period upon notification of the award. Any MRI time that is not used within the one-year award period will be immediately forfeited.

If you are interested in applying, please see the full terms and application below:

[Terms of Reference, Application and Review Process](#)

[Application Form](#)

## REWARDS PROGRAM FOR HIGH-VOLUME USERS

In addition to our pilot-time competition, we offer reduced rates on high-volume usage, subject to the following terms:

- Rebates apply every 40 hours of usage, subject to the following tiered schedule:
  - Hours 1-40: Standard fee – \$500/hr as of May 2023.
  - Hours 41-80: Reduction of \$100/hr in fees = \$400/hr as of May 2023.
  - Hours 81+: Reduction of \$200/hr in fees = \$300/hr as of May 2023.
- There is no need to apply for this incentive program. Rebates will be automatically applied based on usage within the current fiscal year. The MR Manager will maintain a list of eligible protocols as part of the regular billing process.
- Rebates apply to each investigator and the combined hours of all of their approved protocols.
- The Queen's fiscal year runs from May 1<sup>st</sup> until April 30<sup>th</sup>. This reduced-rates program is effective during this period each year and will reset on May 1<sup>st</sup> of each year.
- This program cannot be combined with any other incentive programs, including previous competitions, new investigator agreements, or other individual arrangements through an investigators department.

## AUTHORIZED SIGNATURES

Prepared by:



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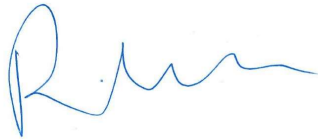
**Donald Brien**  
Manager, CNS MRI Facility

**May 1, 2023**

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**Date**

Approved by:



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**Roumen Milev, MD, PhD, FRCPsych, FRCPC**  
Director, Centre for Neuroscience Studies

**May 1, 2023**

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**Date**