

## **What is the application process?**

There are two stages to the application process. The initial 3 page letter of intent template is available online at <https://www.afmnet.ca/research/discoveryRFP.html>. Complete 3 page LOIs are due by Friday, January 29<sup>th</sup> 11:59pm EST and must be submitted electronically via e-mail to [tom.dowler@afmnet.ca](mailto:tom.dowler@afmnet.ca). These LOIs will be evaluated by the AFMNet Research Management Committee by February 5th, 2010 and successful LOIs will be selected to submit a full proposal (5 page maximum) by March 19th, 2010.

## **What is the maximum funding available and funding period for each project?**

Project teams can apply for funding of a maximum of \$150,000 for a 1 year period.

## **Do we need to indicate partnership dollars on the LOI?**

Partnership dollars do not need to be identified on the LOI, however when applicants are invited to the full proposal stage they will need to complete the details of their partner organizations and contributions in addition to providing a letter of support. A total of at least 15% cash and/or in-kind partner contribution is required.

## **Does this proposal need to arise from AFMNet Discovery or Commercialization projects?**

We encourage previously funded AFMNet projects to apply to the Pre-Commercialization Grant; however, we also strongly encourage proposals from outside of the network. All applications will be required to follow the application process, and will be evaluated equally.

## **Are the core areas listed the only target areas for the submission of applications?**

The identified target areas are the focus of AFMNet and the request for letters of intent is looking for projects to assist in addressing these areas. Applications should address at least one of the focus areas listed.

## **What format should my CV be in?**

For the full (5 page) proposal, CVs will be accepted in any of the tri-council or NCE formats (i.e. NSERC, CIHR, SSHRC).

## **What are the NCE criteria for research networks?**

### **1. Excellence of the Research Program**

The network's research program must be driven to address Canadian needs and problems, and is therefore, expected to be multidisciplinary and multi-sectoral.

Elements being considered are:

- The excellence, focus and coherence of the research program
- The balance between research into new discoveries and the application of research breakthroughs to address practical problems facing Canadians
- The achievements of the researchers in the continuum of research and their ability to contribute to the realization of the network's objectives
- The value added by the network's multifaceted approach, in terms of having all the critical linkages in place to generate world-class research breakthroughs, apply that knowledge to practical solutions, and commercialize innovations that produce social and economic benefits
- The extent to which the program will contribute to Canada's abilities and reputation for international leadership in areas of high economic and social importance to Canada
- The extent to which new and emerging social and ethical challenges are an integral part of the research program
- The relationship of the proposed research program to similar work conducted in Canada and abroad

### **2. Development of Highly Qualified Personnel**

The training and retention of highly qualified personnel (HQP) is imperative to maximize the effectiveness of the networks' contribution to the wealth, wellness and well-being of Canadians. The Training Program proposed by the networks is expected to add value to the formal training initiatives already available through the universities and should aim at helping prepare students to find employment in the Canadian economy (e.g. private sector partners, government, etc.) The multidisciplinary and multi-sectoral nature of networks should be utilized to provide unique mentorship and training opportunities to maximize HQP retention and integration in all facets of the workforce.

Elements being considered are:

- The ability to attract, develop and retain outstanding researchers in research areas and technologies critical to Canadian productivity, economic growth, public policy and quality of life
- Training strategies that expose trainees to the full range of economic, social, and ethical implications of the network's research by involving them in activities from the initial research discovery to its application through to practical social and economic benefits.

### **3. Networking and Partnerships**

Networks must demonstrate that they have brought together the key individuals and

organizations needed to generate and implement multifaceted solutions to the complex Canadian challenges it is designed to address.

Elements being considered are:

- Effective research and technology development links between national and international academic institutions, federal and provincial agencies, non-governmental organizations and private sector participants.
- Multidisciplinary, multi-sectoral approaches in the research program.
- Demonstration that the right partners/individuals are at the table to address the proposed issue, including international partners when applicable.
- Optimization of resources through the sharing of equipment and research facilities, databases and personnel;
- Presence, nature and extent of contributions from the private, public and not-for-profit sectors, and from international partners, as well as the prospect for increasing commitments as the work progresses.

#### **4. Knowledge and Technology Exchange and Exploitation**

Networks are expected to generate social and economic benefits by ensuring the rapid flow of ideas and innovations between researchers and Canadian receptors. The applicant is expected to demonstrate that the appropriate activities will be undertaken and the appropriate resources allocated to maximize those benefits.

Elements being considered are:

- The new products, processes or services to be commercialized by firms operating in Canada as a result of network activities and the extent to which these will strengthen the Canadian economic base, enhance productivity, and contribute to long-term economic growth and social benefits;
- The social innovations to be implemented as a result of the network and the extent to which these will generate social and health benefits for Canadians, and contribute to more effective public policy in Canada;
- Effective collaboration with the private and public sectors in technology, market development, and public policy development;
- The extent to which the network will help partners develop strong receptor capacity to exploit current and future research breakthroughs;
- Effective management and protection of intellectual property resulting from network-funded research;
- The extent to which additional/complementary knowledge, and/or technology a foreign counterpart is contributing to Canada, when international partnerships are relevant.

**Are government employees eligible to receive funds / Does the applicant need to be affiliated with a university to receive funds?**

AFMNet can only disburse funds to institutions considered as Participating Institutions defined as: Any university, post-secondary educational institution hospital, institute or other organization eligible to receive research funds from any of the tri-councils and that employs or otherwise gives academic status to one or more Network Investigators that has signed the Network Agreement attached as Annex A.

As these institutions will be the stewards of the grant they must be eligible to receive research funds. The Network Investigators described above are appointed as a result of being successful in an application to an AFMNet Request for Proposals.

Furthermore, regarding the specific roles that individuals play in the development of grant applications, AFMNet and the NCE both follow the NSERC guidelines described below.

### ***Eligibility Criteria – For Faculty***

You may participate in research grant programs as an applicant, co-applicant, or collaborator.

**Applicant:** Principal investigator on an application (i.e., university faculty). You must meet the eligibility criteria.

\* Co-applicant: Member of a research team applying for a group grant (i.e., university faculty or college faculty). You must meet the eligibility criteria.

\* Collaborator: A government scientist, academic researcher, company staff member or research scientist can be a member of a research team that is applying for a group grant. You will not have access to these grant funds. You must be qualified to undertake research independently and will be expected to contribute to the overall intellectual direction of the research project, or program of research, and bring your own resources to the collaboration.

\* University faculty: To be eligible as an applicant or co-applicant, you must hold or have a firm offer of<sup>1</sup> an academic appointment at an eligible Canadian university at the time of application<sup>2</sup>. The appointment can be:

- \* a tenured, tenure-track or lifetime professor emeritus position; or
- \* a term or contract position of no less than three years.

Adjunct professors who meet NSERC's eligibility criteria and whose primary place of employment is academia are eligible for all NSERC programs. Those whose primary place of employment is outside academia (e.g., government or industry) are eligible to apply for a NSERC Discovery Grant as principal applicants and all other NSERC grants as co-applicants (Note: AFMNet grants are considered other NSERC grants). NSERC will normally award funds to adjunct professors working outside academia only for the direct support of students (salaries or stipends, and student travel costs); all other costs must be covered through other sources of funding.

College faculty: To be eligible as an applicant or co-applicant, you must hold or have a firm offer of<sup>1</sup> a faculty appointment at an eligible Canadian college at the time of application<sup>2</sup>. The appointment can be:

- \* a permanent position; or
- \* a term or contract position of no less than three years.

Colleges and college faculty that meet the eligibility criteria can participate in a number of NSERC programs.

#### Additional Eligibility Requirements (for both university and college faculty)

The academic or college appointment must be ratified by the person(s) or body responsible for approving appointments or their delegate(s), and must be in accordance with university or college statutes.

- \* For university faculty, the position must require you to engage in research that is not under the direction of another individual, and must authorize you to supervise or co-supervise the research of students registered in an undergraduate or graduate degree program, or postdoctoral fellows (e.g., thesis supervision and not supervision of regular course or laboratory assignments).

- \* For college faculty, the position must permit you to engage in research-related activities that are not under the direction of another individual.

- \* You must engage in research in the natural sciences or engineering (if there is possible overlap with other federal granting agencies [SSHRC or CIHR], refer to Selecting the Appropriate Federal Granting Agency and Addressing Other Sources of Funding).

- \* You must not have been barred from applying to NSERC, SSHRC, CIHR, or any other research funding organization, for reasons of breach of standards of ethics or integrity (including financial or scientific misconduct).

- \* To be eligible to apply for NSERC funding, both the applicant and the co-applicant(s) must have accounts in good standing with NSERC, including having paid and/or returned all money owing to NSERC. The determination of whether or not an account is in good standing shall be at the sole and absolute discretion of NSERC.

<sup>1</sup> Appointments that are conditional on obtaining NSERC grants or other sources of support will be considered ineligible.

<sup>2</sup> In exceptional circumstances, offers that are still pending approval at the time of application can be finalized and confirmed in writing to NSERC within six weeks following the application deadline.

For your reference the NCE funding criteria can be found on the NCE website at: [http://www.nce-rce.gc.ca/index\\_eng.asp](http://www.nce-rce.gc.ca/index_eng.asp)

The Eligibility Criteria - For Faculty can be found at: [http://www.nserc.gc.ca/professors\\_e.asp?nav=profnave&lbi=11a1](http://www.nserc.gc.ca/professors_e.asp?nav=profnave&lbi=11a1)