Application Requirements for NSERC RTI Pre-Selection

Deadline – Tuesday, September 15, 2015. (5:00pm)

Given recent changes to the Research Tools and Instruments (RTI) funding model by NSERC, UBC is now required to pre-select a quota of applications (please note: NSERC’s quota this year for UBC is 46). Only these applications will be accepted by NSERC as submissions for its national RTI funding competition. UBC is utilizing peer review for this NSERC RTI pre-selection process.

Please Note: An important change to both the RTI pre-selection and final application process is that the Canadian Common CV is now required as part of the submission package (see below).

UBC researchers interested in submitting an NSERC RTI application for the 2015 competition must first submit their application to a UBC peer review committee for adjudication. The deadline for submissions to this committee is:

Tuesday, Sept. 15th, 2015. (by 5:00pm)

NSERC RTI Pre-selection Applicant Requirements:

- To qualify the applicant(s) must hold an active NSERC research grant (e.g., Discovery, Strategic, CRD, CRC), or presently be applying for an NSERC research grant

- Each UBC researcher, who is qualified as described above, is allowed to be an applicant or co-applicant on multiple RTI pre-selection applications

Application Packages: Application submissions for adjudication by the pre-selection committee must include the following:

- Title of the RTI proposal and a very brief (one line at most) summary of equipment/instruments you are applying to purchase

- Current and up-to-date Canadian Common CV for just the lead applicant (PI)

- A list of the co-applicants (if any), their respective affiliations (e.g., Dept., Faculty) and a brief explanation for why these co-applicants are included in the application

- A three-page RTI proposal, following the instructions and addressing the selection criteria for the RTI program provided on the main RTI webpage and in the full instructions

- A one-page detailed explanation and justification of your budget
- If the applicant(s) feel it’s necessary, an optional one-page explanation of any relationship/overlap of the proposal with work already supported by NSERC or other funding sources (see the “Relationship To Other Research Support” section of the full RTI instructions)

- A quote indicating the full cost of the purchase(s)

- Statement identifying the source of any matching funds

- Supporting letter from the appropriate Dept. Head, Faculty Dean or Head of Unit, confirming the availability of any matching funds

**Selection Criteria and Requirements:** The following criteria/requirements for the RTI application pre-selection will be the same as the final NSERC RTI national competition:

➤ Selection criteria:
   • Excellence of the applicant(s);
   • Merit of the proposed research program(s);
   • Need and urgency for the equipment, including availability of, and access to, similar equipment;
   • Suitability of the proposed equipment for the proposed research program(s); and
   • Importance of the equipment for the training of highly qualified personnel.

➤ The permissible requested amount is between $7,001 and $150,000. (available for all disciplines that come under the NSERC Evaluation Groups). The total net cost of the equipment must be below $250,000., provided the applicant is able to secure funding from other sources to bring the amount requested from NSERC to $150,000. or less (this funding must be in place and confirmed at the time that the application is submitted).

➤ Proposals can include items that form a comprehensive system intended to support a single or multiple research programs. Bundling of unrelated equipment, or of duplicate tools and instruments intended for different uses, is not acceptable.

Ranking of all potential UBC RTI applications will be completed by the peer review committee and **results will be made available** to applicants by **October 2, 2015**.

**Deadline for receipt of pre-selection applications:** September 15, 2015. (by 5:00pm)

All pre-selection application materials to be submitted by email to:
David Woods, SPARC <david.woods@ubc.ca>

Deadline for RTI submission to NSERC: October 25, 2015.