NSERC CRSNG

Alliance International grants

Application checklist

Before submitting an application, ensure that all requirements are met and that the instructions are followed. Missing components or non-compliance with the instructions will result in the application not being accepted.

Catalyst and Collaboration grants

General

☐ You have not submitted an application within the last 12-month period as either applicant or co-applicant.

☐ If this application is a new submission of a previously unsuccessful one, all issues that were identified in the preceding application have been addressed. A cover letter explaining the changes is recommended.

Research topics

☐ The application's research challenge is in the natural sciences or engineering (NSE).

☐ If the proposed research includes collaborations outside the NSE, their costs are identified in the project budget, up to a maximum of 30% of the project costs.

International collaborator(s)

☐ The application involves at least one international collaborator from the academic sector.

☐ The international academic collaborator(s) has (have) secured support from their own funding agency. This cash support is described in the budget section of the proposal being submitted to NSERC.

☐ A biosketch (maximum of 2 pages) has been attached for each international collaborator.

☐ The role and active involvement of each international academic collaborator is well described in the application to NSERC, along with the added value of collaborating with this/these individual(s)..

Budget

☐ The <u>annual amount</u> requested from NSERC is not less than $20,000 per year and does not exceed $25,000 (for Catalyst grants) or $100,000 per year (for Collaboration grants).

☐ All planned expenditures are eligible (refer to the Tri-agency guide on financial administration), well described and well justified. The need for funds is clear.

☐ In the case of a large multi-year project involving multiple universities, project management costs do not exceed 10% of the total direct research costs.

☐ The funding obtained by the international academic collaborator(s), from their own funding agency, is described in the budget justification section, and the annual amounts are listed in Canadian dollars.

Proposal

☐ The proposal makes use of the template presentation structure, without altering the headings, text, bullet points or margins, while complying with the NSERC online presentation and attachment standards. In particular, all text must be in 12-point Times New Roman font, and margins must be set at a minimum of ¾-inch (1.87 cm).

☐ The length of the proposal does not exceed the **total page limit** outlined in the instructions. Excess pages will be removed, and if this results in information addressing one or more evaluation criteria being truncated, NSERC will not accept the application.

☐ The proposal addresses **each** of the requirements listed in the bullet points included in the proposal template under each heading. Failure to do so will result in the application being found incomplete and not accepted.

☐ The proposal includes a training plan that is principally intended for undergraduate, graduate or postdoctoral trainees.

☐ The proposal includes a detailed **training plan** describing **specific practices** that consider equity, diversity and inclusion (EDI) and that will be **implemented** during the project to ensure an inclusive research and training environment. Generic statements or references to the current environment in the applying team will not be considered sufficient. If the training plan does not adequately demonstrate that EDI has been appropriately taken into consideration, NSERC will not accept the application.

Research Security

☐ At all times, Canadian researchers are encouraged to exercise appropriate levels of due diligence when managing their research and establishing and/or continuing partnerships with national, international and multinational organizations. Resources to do so are provided by the Government of Canada on the ⟳ Safeguarding Your Research portal, including the ⟳ National Security Guidelines for Research Partnerships. NSERC reserves the right to request additional information, as needed, before making a final funding decision

Applicant(s) and co-applicant(s)

☐ The form 100A and the CCV for the applicant and each co-applicant are complete and up to date, complying with the instructions (form 100A; CCV). Failure to provide form 100A and CCV that comply with the instructions will result in the application being found incomplete and not accepted.

☐ The applicant, and each co-applicant, holds an active NSERC peer-reviewed grant, as a primary applicant, at the time of application.

Other documents

Proposal completed by the international collaborator(s)

☐ For Collaboration grants, a copy of the proposal that was completed by the international academic collaborator(s), and peer-review by their national research funding agency, is attached. This proposal includes a description of your research project and your contribution to the international collaboration.