

# NSERC Research Tools and Instruments Information Session

*Research Services Office Information Session*

*September 15, 2025*



UNIVERSITY OF  
**GUELPH**



## What We'll Cover Today

- 1) Welcome
- 2) NSERC Research Tools and Instruments (RTI) program overview
- 3) Equity, Diversity and Inclusion in Research and Training Plan
- 4) Panel Discussion
- 5) Q&A Session

*Note: slides will be circulated after the webinar.*



## Program Eligibility

To be eligible to apply for and to hold RTI funds, applicants and co-applicants must each:

1. Meet [NSERC's eligibility requirements for faculty to apply for or hold grant funds](#)
2. Hold at least one of the following NSERC research grants (either as an applicant or co-applicant):
  - Alliance grant
  - Canada Excellence Research Chairs (NSERC)
  - Canada 150 Research Chairs (NSERC)
  - Canada Research Chairs (NSERC)
  - Collaborative Research and Development grant
  - Discovery Development grant
  - Discovery Grant
  - Discovery Horizons grant
  - Industrial Research Chairs grant
  - Strategic Partnership grant
3. Not hold an RTI grant from the previous year's RTI competition. **In other words, RTI grant applicants and co-applicants who were successful in the previous year's RTI competition are ineligible to apply for one year. Eligibility will be reinstated the following competition year.**

*Note: Applicants and co-applicants may apply for any of the above grants while concurrently applying to the RTI program. However, if any applicant or co-applicant does not hold one of the above grants by the RTI award start date, or is not successful in obtaining one of these grants while concurrently applying to the RTI program, the applicant and/or co-applicant will be deemed ineligible and removed from the application.*

## NSERC's Eligibility Requirements for Faculty to Apply for and Hold Funds

To be eligible to apply for and to hold RTI funds, applicants and co-applicants must each:

- Appointment and faculty position
  - For university faculty
    - a tenured, tenure-track or professor emeritus position, or
    - a term or contract position of no less than three continuous years
- Sources of salary/support
  - Your faculty appointment must not be conditional on obtaining NSERC grants or other non-NSERC sources of support, including salary support.
  - Your salary must not be paid by NSERC, SSHRC, or CIHR grant funds. Exceptions include: scientific directors of Networks of Centres of Excellence (NCE) and those under the agencies' salary support programs.
- Note on adjunct professors
  - As an adjunct professor, you must meet the above NSERC's eligibility requirements. Your primary place of employment will determine your level of access to apply for or hold funds. If your primary place of employment is:
    - at an eligible Canadian university, you may apply as applicant or co-applicant to NSERC grants funding opportunities.
    - outside the Canadian university sector (e.g., government, industry or colleges), you may apply for a Discovery Grant as principal applicant and to other NSERC grants as co-applicants. In this case, NSERC grants funds 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.
      - If you are employed by the federal government, eligibility and funding of your proposed research are subject to the Tri-agency policy on the use of funds for federal government employees applying to granting agency programs.



## NSERC RTI Upcoming Deadlines

\*Please review the [Research Alert](#) for additional details.

Deadline	Internal/External	Details
9 Sept 2025 4:30 pm	Internal	<p>Applicants should submit an NOI form to <a href="mailto:resserv@uoguelph.ca">resserv@uoguelph.ca</a></p> <p>Please note:</p> <ul style="list-style-type: none"><li>• The internal NOI process is <b>mandatory</b> for all researchers submitting an application to the RTI competition.</li><li>• For applicants/co-applicants without regular full-time appointments (i.e. contractually-limited or adjunct), a copy of their formal appointment letters should be included with the NOI form.</li><li>• The NOI forms will be shared with the Colleges to determine eligibility and subject matter overlap.</li><li>• Applicants will be notified of approval, via email by the Research Services Office (RSO), to move to the full application before the end of September.</li></ul>
20 Oct 2025 4:30 pm	Internal	<p>Applicant submits a signed OR-5 to <a href="mailto:resserv@uoguelph.ca">resserv@uoguelph.ca</a>. Researcher also clicks “submit” in the <a href="#">Research Portal</a> so the application appears on the RSO server.</p>
27 Oct 2025 8:00 pm	External	<p>Final application will be submitted to NSERC by RSO staff.</p>

## Research Security Considerations

### Tri-agency guidance on the Policy on Sensitive Technology Research and Affiliations of Concern (STRAC Policy)

As of 2024, grant applications involving research that advances a sensitive technology research area will not be funded if any of the researchers involved in activities supported by the grant are currently affiliated with, or in receipt of funding or in-kind support from, a named research organization.

- Should you have any questions regarding the implementation of the STRAC Policy, please reach out to NSERC at the following email: [researchsecurity@nserc-crsng.gc.ca](mailto:researchsecurity@nserc-crsng.gc.ca).
- Internally, at the University of Guelph, if you require assistance in assessing if your research falls in an area aimed to advance a sensitive technology research area, please connect with our Research Security team at: [research.security@uoguelph.ca](mailto:research.security@uoguelph.ca).



# Research Security Considerations

## Sensitive Technology Research Areas

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Will the proposed research activities supported by this grant aim to advance any of the listed sensitive technology research areas?(required) ☐ Yes ☒ No

**Note:** If you answered 'Yes' to the above question, you must complete and attach attestation forms to your grant application — in the STRAC Attestation Attachment section — to comply with the policy.

***If you select Yes***, you must complete and attach an [attestation form](#) to your grant application – in the STRAC Attestation Attachment section – to comply with the policy. In accordance with the [Policy on Sensitive Technology Research and Affiliations of Concern](#), all researchers involved in the activities supported by a research grant that aims to advance a Sensitive Technology Research Area (STRA) must review the [List of Named Research Organizations](#).

# NSERC RTI Application Overview

1. Summary of Proposal (3,000 characters)
2. Proposed Expenditures (450 characters)
- Attachments
3. Proposal (4 pages)
5. Budget justification (3 pages)
6. Relationship to Other Research Support
7. Quotations (two files, 10 MB max)
  - While applicants are encouraged to provide quotations for all equipment, you must provide two (2) recent quotations for any individual item(s) over \$25,000 net. If the required number of quotations cannot reasonably be submitted, you must provide a clear justification in the Budget justification section.
  - The application will be rejected if the quotations or the justification are not submitted with the application.
8. NSERC CCV





## Peer Review Criteria

[NSERC Research Tools and Instruments peer review manual](#)

### **Need, urgency and suitability (40%)**

- Demonstration that the equipment is essential for the research and that there are no other more cost-effective ways of obtaining the results
- Availability of similar equipment/facilities/services in the vicinity
- Impact of a delay in acquisition of equipment on the research and the pace of research progress
- Need to upgrade or replace obsolete or failed equipment
- Degree of utilization of the equipment by the applicant(s) and other users

### **Feasibility and impact (40%)**

- Quality and significance of the research program(s), including potential for major advances and impact in the discipline as a result of the equipment
- Feasibility of the plan to use the equipment
- Extent to which the applicant has relevant experience or has presented a training plan to demonstrate how they will gain the ability to fully use the equipment
- Consideration of **EDI** in the rationale of the team composition

### **Training of highly qualified personnel (HQP) (20%)**

- Quality and extent of training
- Opportunity for hands-on training
- Potential to provide marketable skills for students trained on the equipment
- Consideration of **EDI** in the training of HQP

## NSERC Information Sessions

### English

- Tuesday, September 9, 2025 | 1 – 2 pm ET
- Thursday, September 25, 2025 | 1 – 2 pm ET

### French

- Wednesday, September 3, 2025 | 1 – 2 pm ET
- Tuesday, September 23, 2025 | 1 – 2 pm ET

*\*For more information, please visit [NSERC's Q&A Session webpage](#) and to register for the session.*





## Applicant Resources

The following resources can be utilized throughout the development of your application:

### General Information

- [Research Tools and Instruments grants program](#)
- [NSERC Live Q&A Sessions](#)
- [Instructions for Completing an Application](#)
- [Resource videos for RTI & full application](#)
- [Tri-agency guidance on Research Security](#)
- [Frequently asked questions RTI Program](#)
- [Eligibility to apply for and hold funds](#)

### CCV

- [Completing the NSERC Canadian Common CV \(CCV\)](#)

### EDI

- [Tri-agency Statement on Equity, Diversity and Inclusion](#) (EDI)

- [Equity, diversity and inclusion considerations at each stage of the research process](#)

### Review committee, reviewer guidelines, et

- [Guidelines on the assessment of contributions to research, training and mentoring](#)

### HQP, team composition

- [Policy and Guidelines on Contributions to Research and Training](#)

### Budget and financial considerations

- [Tri-agency financial administration](#)



# IEDI in Research

Slides prepared by Joanne Garcia-Moores  
IEDI Advisor in Research  
Research Services Office, University of Guelph



# Presentation Outline

- I. Part 1: EDI in Research Practice
  - i. Training Philosophy & Research Training
  - ii. 5 Action Areas
- II. *Part 2: EDI in Research Design*
  - i. *Sex, Gender, Dimensions of Diversity*
  - ii. *Methodology – SAGER principles*
- III. *Self-Directed Learning Resources*







## Part 1: EDI in Research Practice



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## Team Composition, Training Philosophy & Research Training

- EDI principles must be integrated into your training philosophy, planning, and team composition
- You will describe your approach to training HQP, such as mentoring, and training and development opportunities provided
- Include an overview and examples of your understanding of some of the challenges and barriers faced by under-represented groups participating in your field of research
- Identify how your training philosophy and plans will help address these barriers
- Ex. Lack of diverse mentors can lead to a sense of not belonging for under-represented groups – actions could relate to proactive recruitment of post-doctoral scholars to help offer mentorship to students; offering additional one-to-one mentorship support to trainees and providing information about support services and affinity groups on campus
- Ex: “Applicants are expected to increase the inclusion, advancement and retention of members of equitydeserving groups in the research ecosystem by ensuring that the equipment is accessible for all users and that access to and time-sharing of the equipment is equitable” (from [RTI Peer Review Manual](#))



## Training Philosophy & Research Training

- Build EDI into your philosophy and plan considering the following 5 action areas:
  1. Self-reflection
  2. Understanding Barriers to Equity
  3. Creating and Sustaining a Safe and Inclusive Culture
  4. Recruitment and Hiring
  5. Understanding Social Context and Social Issues
- Do not include any demographic information about your current or past HQP – instead describe your fair and equitable recruitment, hiring, onboarding and retention practices



## Part 2: EDI in Research Design



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## Key Definitions – Sex, Gender, Diversity

- **Sex** – Refers to a set of biological attributes in humans and animals. It is primarily associated with physical and physiological features including chromosomes, gene expression, hormone levels and function, and reproductive/sexual anatomy. Sex is usually categorized as female or male but there is variation in the biological attributes that comprise sex and how those attributes are expressed (CIHR 2019).
- **Gender** – Refers to the socially constructed roles, behaviours, expressions and identities of girls, women, boys, men, and gender diverse people. It influences how people perceive themselves and each other, how they act and interact, and the distribution of power and resources in society. Gender identity is not confined to a binary (girl/woman, boy/man) nor is it static; it exists along a continuum and can change over time. There is considerable diversity in how individuals and groups understand, experience and express gender through the roles they take on, the expectations placed on them, relations with others and the complex ways that gender is institutionalized in society (CIHR 2019).
- **Dimensions of diversity** include, but are not limited to: race, language, ethnicity, gender identity and expression, sexual orientation, socio-economic status, age, disability, neurodivergence, physical appearance, religious beliefs, political beliefs or other ideologies, ancestry, culture, geographic background



## Methodology

- Follow the Sex and Gender Equity in Research (SAGER) Guidelines for research where research subjects are differentiated by sex and/or gender. Find a printable version here: [SAGER PRINCIPLES](#)
- The SAGER guidelines were first published in 2016 to address the fact that sex and gender differences are often overlooked in research design, study implementation and scientific reporting, as well as general science communication (Heidari et al., 2016).
- WHO adopted the SAGER guidelines in 2023 as reporting of sex and gender data has continued to be sporadic and suboptimal (Heidari et al., 2024).
- SAGER guidelines promote complete and routine reporting of disaggregated data and encourage the inclusion of sex and gender dimensions in research design, data collection, analysis, and publication.

## EDI in Research: Key Self-Directed Learning Resources

- [NSERC – NSERC guide on integrating equity, diversity and inclusion considerations in research](#)
  - \*New\* IEDI in Research CourseLink – self-directed learning and any “Action Tips” ([CourseLink](#) login)
    - Click the **Self Registration** link on the navbar and find the **IEDI for Researchers** link to register. After registering a tile for the course will appear under **My Courses** and it will be easy to exit and re-enter.
- [Main Webpage: Equity, Diversity, and Inclusion in Research | Office of Research \(uoguelph.ca\)](#)
  - Key definitions, FAQs, Resources & Links
  - [Sex, Gender and Diversity – Research Design Questionnaire](#)
- [EDI Barriers in STEM: Resources List | Office of Research \(uoguelph.ca\)](#)
  - Annotated bibliography of references on EDI barriers in STEM
- Sex and Gender Equity in Research (SAGER) Guidelines where research subjects are differentiated by sex and/or gender. Find a printable version here: [SAGER PRINCIPLES](#)

\*Please reach out to Joanne Garcia-Moores for additional support ([jmoores@uoguelph.ca](mailto:jmoores@uoguelph.ca)).

# IEDI CourseLink

## CourseLink

[ePortfolio](#)[Locker](#)[Self Registration](#)[CourseLink Help](#)

GRRWT	Graduate Resources Research Writing Integrity
Gryphons_at_Work_HR_01	<a href="#">Gryphons at Work - Department Admin Training</a>
Gryphons_at_Work_HR_02	<a href="#">Gryphons at Work - People Manager Training</a>
Gryphons_at_Work_HR_03	<a href="#">Gryphons at Work - Recruiting and Onboarding Training</a>
identity_unconscious_bias_internal	Identity and Unconscious Bias at Work
IEDI_Researchers	IEDI for Researchers
InnovationToolkit_Open	<a href="#">Innovation Toolkit</a>
Introduction_to_Research_Security	<a href="#">Introduction to Research Security (Research Security Centre)</a>
IP_Education_Program	<a href="#">Intellectual Property Education Program - Foundations</a>





# Panel Discussion

## Panel Discussion

Our panel includes the following current Evaluation Group Committee Members:

- **Dr. Ashutosh Singh, Professor, Department of Interdisciplinary Engineering, CoE**
  - Evaluation group: 1611 – Materials and Chemical Engineering
- **Dr. Kathryn Preuss, Professor & Chair, Department of Chemistry, CCMPS**
  - Evaluation group: 1604 – Chemistry
- **Dr. Gregoy Bedecarrats, Professor & Acting Chair, Department of Animal Biosciences, OAC**
  - RTI recipient 2025
- **Dr. Craig Bailey, Associate Professor, Department of Biomedical Sciences, OVC**
  - RTI recipient 2024
- **Dr. Jeremy Simpson, Human Health Sciences, CBS**
  - RTI recipient 2025





## RSO Contacts

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*Please also consult your College Research Manager*

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# Thank You



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