



Research Accelerate Grants Terms of Reference

Aim: *To accelerate and enhance Tri-Agency grant applications*

The Office of Research and Graduate Studies invites interest from faculty who are actively engaged in developing applications for Tri-Agency funding competitions in fiscal year 2021-22. Faculty who have either completed or are finalizing their pilot work funded by internal grants e.g., [Internal Research Fund](#), [Community-Driven Research Fund](#), Tri-University Major Collaborative Grants and other Tri-University initiatives are strongly encouraged to take advantage of this opportunity.

Eligible Tri-Agency grant programs: NSERC-[Discovery](#) and [Alliance Grants \(Option 2\)](#) programs; SSHRC-[Insight](#), Knowledge Synthesis Grants programs ([The Emerging Social Society](#), Fall 2021); CIHR-[Project](#) and other [Operating](#) grants; Tri-Agency [New Frontiers in Research Fund \(Exploration Stream\)](#).

Research Accelerate grants are committed to the principles of Equity, Diversity, and Inclusion (EDI), principles which strengthen our communities and the quality, social relevance, and impact of research. Sound EDI practices increase access to the largest pool of qualified potential participants, enhance the integrity of a program's application and selection processes, strengthen the research outputs, and increase the overall excellence of research. TRU's programs and peer review system are intended to ensure fair treatment of all applicants. TRU is committed to implementing policies, processes, and initiatives to identify and mitigate barriers and biases that may exist within its own programs and systems, and to work collaboratively with other stakeholders, when appropriate, to do the same. Continuing with our commitment to EDI, we will be working with the guidance of the University's EDI Action Plan on developing processes for the collection of self-identification data from all applicants and co-applicants.

Funding for NSERC and SSHRC eligible grants are made possible from the [General Research Fund](#). The General Research Fund is a special account in which residual funds of the expired or terminated grants from NSERC and SSHRC are transferred with the authorization of granting agencies. In accordance with the Tri-Agency regulation and depending on the available balances, TRU utilizes these funds to support NSERC and SSHRC eligible Research Accelerate Grants.

Funding: Up to \$3,000 is available for use toward activities that will enhance grant proposals with expenditures directly related to the research. Activities may include completion of any preliminary work, literature review, student training, and any other appropriate activity that contributes to the development of the application.

Deadline: Feb 10 (if the deadline falls on a weekend or Canadian public holiday, application portal will be open till the following day until 4 p.m.)

Results: Applicants will be notified, and funds will be available for use starting **March 15**. If your research requires human ethics, animal care and/or biohazard approval, the fund will not be established until such approvals are in place.

Duration: Funds must be spent by the deadline of the proposed grant competition in next 12 months (e.g., for NSERC Discovery program, deadline to spend funds is November 1). Unspent funds will be returned to the Office of Research and Graduate Studies.



Applicant Eligibility: Full-time faculty (with ongoing or tenure-track appointments or term-certain appointments of more than one year and not be in the final year of these appointments) who are applying as Principal Applicants for Tri-Agency grants in 2021-22.

Applicants who applied for seed funding from the Internal Research Fund and/or Community Driven Research Fund for the current fiscal year (2021-22) must demonstrate that the Research Accelerate Grant will be used for a different research project/program. Previous Research Accelerate Grant holders who have not fulfilled the commitment to apply to Tri-Agency are not eligible to apply, however, if Tri-Agency submissions were not successful, applicants can apply for their resubmissions.

Eligible Expense: Expenses must be specific and justified in relation to how they will strengthen your application for submission to the Tri-Agency competition. Eligible expenditures must adhere to the [Tri-Agency Financial Administration Guide](#) governing the use of funds, and may include but are not limited to:

- salaries/benefits for Highly Qualified Personnel (HQP) /research assistants
- completion of a preliminary study and/or literature review
- expenses associated with the development of funding proposals (e.g., professional fees for editing)

Funding *cannot* be used for conference travel.

Application Process: Applications are accepted in [Romeo](#) (click on Apply New, followed by Research Accelerate Grants Application and fill all the tabs). Prepare your application using the *Template Application Form* provided in Romeo and attach it along with 2-page CV highlighting publications, HQP training experience, and list of current and previous internal and external grants under 'Attachments' tab in Romeo.

Required Signatures: The applicant must sign and date the application in the appropriate box. The applicant's Dean must also sign and date the application.

Applications that are missing required signatures will be considered incomplete.

Evaluation Process: In accord with the [Tri-Agency Statement on Equity, Diversity and Inclusion](#), the adjudication process will apply EDI principles in its pursuit of excellence in research outcomes and training. Adjudication committee will be a multidisciplinary sub-committee of the Senate Research Committee with additional faculty as required to fulfil the requirement of EDI commitment.

Adjudication Criteria

- The quality and originality of the proposed research program/project and alignment with the selected Tri-Agency program
- The research achievements of the applicant: publications, research grants and training of HQP
- The justification of how the Research Accelerate Grant will enable the applicant to position their application for a successful outcome in the selected Tri-Agency funding program
- Feasibility of timeline of activities leading to the submission of Tri-Agency grant application

Acknowledgement: Please acknowledge the support provided through Research Accelerate Grant in any publication/funding application resulting from the grant.



Conditions of the Award

- The grant recipient commits to applying to selected Tri-Agency grant in 2021-22.
- Within two months of the completion of the grant/activity, the recipient agrees to submit a brief final report in Romeo on how the fund aided and contributed to the development of the Tri-Agency grant application. *The report must be submitted to remain eligible for future funding opportunities.*
- Expenditures may be made only for those cost elements identified in the application. Minor allocations of funds from one budget category to another are permitted. Major changes or the use of funds for a previously unspecified expense or a new budget item requires prior approval by the AVP Research and Graduate Studies. *All expenses must be in compliance with the [Tri-Agency Financial Administration Guide](#) and TRU policies.* Over-expenditures of grants are not permitted. After the completion of the award, any remaining funds will be returned for the Office of Research and Graduate Studies.
- The grant recipient must abide by all University policies and procedures including, but not limited to, [Integrity in Research and Scholarship](#), ethics for human study, animal care, and biosafety. Where applicable, ethics review must be completed before the funds are released to the applicant.
- An extension of up to three months may be granted in exceptional circumstances. The request must be made a minimum of *two months* before the grant end date by contacting the Office of Research and Graduate Studies.