

Final report

**ARTP, ARD, CCSIF**

## Important instructions

This report template is for all Applied Research and Technology Partnership (ARTP) grants, and for Applied Research Development (ARD) and College Community and Social Innovation (CCSIF) grants awarded in 2022 or after.

This is a report template only. It is intended to allow research teams to preview final report questions. The final report must be submitted to NSERC through the Convergence portal.

This report has been developed by the Natural Sciences and Engineering Research Council of Canada (NSERC) to better collect data on the impact of its programs and, in so doing, gain additional insight on how its programs are meeting their intended objectives. It also offers you an opportunity to share the results of your research and to explain how your work has addressed industry and community-based priorities, provided training to students and other personnel, and strengthened connectivity between Canadian colleges, businesses, universities, and community-based partners.

In addition to using the information provided in reports to monitor and measure program performance, NSERC will also use your responses to meet its reporting obligations, and for communication and promotional activities with government stakeholders and the Canadian public. NSERC will not use or disclose your personal information for any other purpose without your consent, except as authorized by law.

If you do not submit a final report by the required deadline, you may be ineligible for future grants or awards until you submit the outstanding report.

If you have any questions, please send an email to colleges@nserc-crsng.gc.ca.

## 1. Outcomes and Impacts

1.1 From your perspective, to what extent were the objectives of the research project/program achieved? (required)

[ ]  1 – Not at all
[ ]  2 – Very little
[ ]  3 – Somewhat
[ ]  4 – To a great extent
[ ]  5 – Completely

1.2 Briefly explain why the objectives were not achieved. (required)

(Shows if 1 or 2 selected above)

Maximum characters: 2,000
Click or tap here to enter text.

1.2 Briefly explain how the objectives were achieved. (required)

(Shows if 3, 4 or 5 selected above)

Maximum characters: 2,000
Click or tap here to enter text.

1.3 Which of the following research outcomes have resulted from this CCI grant? (required)

Please include outcomes under submission. In instances where multiple copies of the same product have been produced, the product should only be counted once.

|  |  |  |
| --- | --- | --- |
| **Outcomes** | **Total new** | **Total improved** |
| Policies / standards | Click or tap here to enter text. | Click or tap here to enter text. |
| Processes | Click or tap here to enter text. | Click or tap here to enter text. |
| Prototypes | Click or tap here to enter text. | Click or tap here to enter text. |
| Services/programs | Click or tap here to enter text. | Click or tap here to enter text. |
| Technologies | Click or tap here to enter text. | Click or tap here to enter text. |
| Community engagement activities (e.g., workshops, conferences, etc.) | Click or tap here to enter text. | n/a |
| Copyrights and/or trademarks | Click or tap here to enter text. | n/a |
| Licensing agreements | Click or tap here to enter text. | n/a |
| Patents | Click or tap here to enter text. | n/a |
| Publications (e.g., reports, policy papers, journal articles, book chapters, trade publications, etc.) | Click or tap here to enter text. | n/a |
| Other products (please specify): Click or tap here to enter text. | Click or tap here to enter text. | n/a |

1.4 What benefits for Canada and Canadians have resulted from the research activities and research products funded by this CCI grant? Check all that apply. (required)

[ ]  Economic benefit(s)

[ ]  Environmental benefit(s)

[ ]  Health benefit(s)

[ ]  Social benefit(s)

[ ]  Other, please specify: Click or tap here to enter text.

1.5 Which Canadian audiences *including partner organizations* have benefitted from the knowledge and products generated as a result of this CCI grant? Select all that apply. (required)

[ ]  Postsecondary institutions (i.e., students, researchers)

[ ]  Municipal government and services

[ ]  Provincial government and services

[ ]  Federal government and services
[ ]  Health sector

[ ]  Indigenous organizations and communities (First Nations, Inuit, and Métis)

[ ]  Not-for-profits

[ ]  Private sector companies

[ ]  Professional/industrial associations

[ ]  Other, please specify: Click or tap here to enter text.

1.6 Briefly summarise how grant activities led to the benefit(s) for the audience(s) selected in the previous two questions. (required)

Maximum characters: 2,000
Click or tap here to enter text.

1.7 How has the knowledge generated by research activities funded by this CCI grant been transferred to knowledge users and broader communities *outside of the research team/partner organization(s)*? Select all that apply (required)

[ ]  Conferences, presentations, and workshops/webinars

[ ]  Outreach activities (formal and/or informal)

[ ]  Creation of data sets

[ ]  Creation of new course(s) or course materials

[ ]  Media relations instruments (e.g., web content, social media)

[ ]  Publications (academic and/or open access)

[ ]  Artistic creation(s)

[ ]  Other, please specify: Click or tap here to enter text.

[ ]  The results have not been transferred

1.7.1 If “The results have not been transferred” was selected, please briefly explain why the results have not been transferred to knowledge users and broader communities. (required)

Maximum characters: 2,000
Click or tap here to enter text.

1.8 What is the most innovative outcome/impact of grant activities funded by this CCI grant? (required)

Maximum characters: 2,500
Click or tap here to enter text.

## 2. Trainees

With CCI grants, university students and post-doctoral fellows are ineligible to receive student salaries and must be renumerated as technical or research staff. However, university students and post-doctoral fellows who participated on grant activities are considered research trainees for reporting purposes. This is to facilitate comparisons between NSERC programs and to provide a better understanding of the full impact of college applied research programs on workforce training. CCI grants do not require the inclusion of university students or post-doctoral fellows in CCI grant activities.

2.1 Provide the names and contact information of research trainees (students and postdoctoral fellows) who participated in grant activities and *who were compensated by grant funds*, and the approximate number of hours they spent on these activities. Please provide as many names as possible. (optional)

If the level of a trainee changed during their participation in grant activities, please enter the highest level held by the trainee. If the trainee has left the institution, please include the most up to date email address.

As per the terms and conditions of the award, you are requested to provide contact information and inform all research trainees (students and postdoctoral fellows) paid out of this grant that NSERC may contact them to gather information for statistics and reporting purposes.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **First name** | **Last name** | **Level while participating in grant activities (College, Bachelor, Masters, PhD, PDF)** | **Institutional email address** | **Number of hours spent on grant activities (approximate)** |
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## 3. Training and Research Program

With CCI grants, university students and post-doctoral fellows are ineligible to receive student salaries and must be renumerated as technical or research staff. However, university students and post-doctoral fellows who participated on grant activities are considered research trainees for reporting purposes. This is to facilitate comparisons between NSERC programs and to provide a better understanding of the full impact of college applied research programs on workforce training. CCI grants do not require the inclusion of university students or post-doctoral fellows in CCI grant activities.

3.1 Provide the number of research trainees who participated in grant activities according to their level. Please include those who received funds from the grant, and if applicable, those who participated in grant activities but were not compensated directly from grant funds. (required)

[ ]  No trainees participated in grant activities

|  |  |  |
| --- | --- | --- |
| **Type of trainees** | **Trainees paid with CCI grant funds** | **Trainees not supported by grant funds** |
| College students | Click or tap here to enter text. | Click or tap here to enter text. |
| University Undergraduate students | Click or tap here to enter text. | Click or tap here to enter text. |
| Masters | Click or tap here to enter text. | Click or tap here to enter text. |
| PhD | Click or tap here to enter text. | Click or tap here to enter text. |
| Post-Doctoral Fellow | Click or tap here to enter text. | Click or tap here to enter text. |
| Technicians and Research Personnel | Click or tap here to enter text. | Click or tap here to enter text. |
| **Total** | Click or tap here to enter text. | Click or tap here to enter text. |

3.2 Did research trainees participate in any of the following activities? Select all that apply. (required)

[ ]  Administrative support (e.g., organizing meetings, drafting notes, etc.)
[ ]  Literature review
[ ]  Field work
[ ]  Use of laboratory equipment and instruments
[ ]  Data collection and analysis
[ ]  Engagement with partner(s)
[ ]  Dissemination of research results (e.g., workshops, conference presentations, etc.)
[ ]  Co-authoring publications (e.g., reports, policy papers, journal articles, trade publications, etc.)
[ ]  Teaching and/or mentoring
[ ]  Other, please specify: Click or tap here to enter text.

3.3 What impact has this CCI grant had on the direction of applied research at the college? Select all that apply. (required)

[ ]  Increased focus/specialization on research areas related to the grant
[ ]  New focus/specialization on research areas / projects not addressed by the grant
[ ]  Increased connectivity with other innovation organizations (colleges, universities, etc.)
[ ]  New opportunities for future partnership(s)
[ ]  New opportunities for additional research funding
[ ]  Creation of new courses
[ ]  New content for existing courses
[ ]  New equipment/materials
[ ]  Other impact(s), please specify: Click or tap here to enter text.
[ ]  None of the above

3.4 Please provide further details about the impact of the grant on the direction of applied research at the college. (optional)

Maximum characters: 2,000
Click or tap here to enter text.

3.5 Please explain how grant activities connected the talent, resources, and capabilities of your institution to meet the innovation needs of local/regional communities and partners. (required)

Maximum characters: 2,500
Click or tap here to enter text.

## 4. Partners

4.1 Please provide the contact information for the authorized contact for each partner organization that contributed (cash or in-kind) to grant activities. This information will be used to contact partners and request the completion of partner reports. (required)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of partner organization** | **Sector (Private, Public, Not-for-Profit, Other)** | **Contact Name** | **Email** | **Total cash received** | **Total in-kind received** |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
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## 5. Partnerships and Collaborations

5.1 Did this grant result in the creation of new partnerships? (required)

[ ]  Yes
[ ]  No

5.2 How was/were the partnership(s) initiated? Select all that apply. (required)

[ ]  Researcher/research team
[ ]  Partner
[ ]  College research/innovation office
[ ]  Another college/post-secondary institution
[ ]  NSERC staff
[ ]  Other government agency, please specify: Click or tap here to enter text.
[ ]  Other, please specify: Click or tap here to enter text.

5.3 How were the results of grant activities transferred to the partner(s)? Select all that apply. (required)

[ ]  Informal and/or formal discussions
[ ]  Meetings, presentations and/or workshops
[ ]  Reports provided to the partner (including data sharing)
[ ]  Through patents and/or licensing agreements
[ ]  Partner hiring research trainee(s) involved in grant activities
[ ]  Other, please specify: Click or tap here to enter text.
[ ]  The results have not been transferred

5.3.1 If “The results have not been transferred” was selected, please briefly explain why the results have not been transferred. (required)

Maximum characters: 2,000
Click or tap here to enter text.

5.4 What are your future partnership plans? Select the most appropriate. (required)

[ ]  Continue collaboration with CCI Grant partner(s) on the same research
[ ]  Continue collaboration with CCI Grant partner(s) on other research
[ ]  Continue the same research with new partner(s)
[ ]  Continue the same research without partners
[ ]  Not currently planning
[ ]  Other, please specify: Click or tap here to enter text.

5.5 What was the most successful aspect of the partnership(s) resulting from the CCI grant? (required)

Maximum characters: 2,500
Click or tap here to enter text.

5.6 Did the grant result in a collaboration with another college? (required)

[ ]  Yes
[ ]  No

5.7 Did the grant result in a collaboration with a university? (required)

[ ]  Yes
[ ]  No

5.8 If applicable, please describe the nature of the collaboration(s) and the impact on grant activities. (Optional)

Maximum characters: 2,000
Click or tap here to enter text.

## 6. Equity, Diversity and Inclusion (EDI)

Please do not include demographic data or provide personal details relating to members of research team. If you were unable to implement EDI practices at this time, explain the challenges encountered.

6.1 Briefly describe specific actions implemented through this CCI grant that contributed to the creation of an inclusive working environment for *members of the research team* and the impacts achieved through these actions. These actions may include recruitment practices, training, and other EDI initiatives. (required)

Maximum characters: 2,000
Click or tap here to enter text.

6.2 Briefly describe specific actions implemented through this CCI grant that contributed to the creation of an inclusive research and training environment for *trainees* and the impacts achieved through these actions. These actions may include recruitment practices, mentorship approaches, and other EDI initiatives. (required)

Maximum characters: 2,000
Click or tap here to enter text.

6.3 NSERC would like to highlight colleges and their success stories in implementing EDI practices. To help promote EDI in the research ecosystem, do you have a successful practice that supports EDI within research teams, research projects/programs or your institution that you would be willing to share? If yes, please describe the practice below. NSERC may contact you for further details. (optional)

Maximum characters: 2,000
Click or tap here to enter text.

## 7. Challenges

7.1 What challenges were encountered that had a significant impact on grant activities, research products, training of students or the partnership? Select all that apply. (required)

[ ]  Technical problems
[ ]  Problems with direction of research or findings
[ ]  Problems with equipment and facilities
[ ]  Staffing and recruitment issues (including students)
[ ]  Funding problems
[ ]  Partner withdrew from project
[ ]  Communication and engagement issues within research team, partner organization(s)
or other stakeholders
[ ]  External factors related to the COVID-19 pandemic
[ ]  Other, please specify: Click or tap here to enter text.
[ ]  I did not encounter any challenges

7.1.1 If “External factors related to the COVID-19 pandemic” was selected above, please describe how the pandemic has affected your research or training activities, specifying the type of activities affected and the period when activities slowed down or stopped. You are not expected to provide personal details about delays in research or training activities. For example, no details related to an individual or family member’s illness should be included; stating that you were unable to work or worked at a reduced capacity during a specified period of time due to medical reasons is sufficient. The focus of any description should be on the impact of any delay in research or training activity.

Maximum characters: 2,000
Click or tap here to enter text.

7.1.2 If anything other than “I did not encounter any challenges” was selected above, please describe how you addressed these challenges.

Maximum characters: 2,000
Click or tap here to enter text.

## 8. Additional Information and Feedback

8.1 Please use the space below to provide any additional details that you would like to share about your grant activities, such as additional achievements and impacts. (optional)

Maximum characters: 2,000
Click or tap here to enter text.

8.2 Was there any media activity/coverage (including campus news) related to your research initiative? If so, please provide urls. Use the enter key to add your url. If you have documents, photos or videos not available online that you would like to share with NSERC for promotional purposes, please send attachments to colleges@nserc-crsng.gc.ca (optional)

Click or tap here to enter text.

8.3 Please provide general feedback on your experiences with the CCI program and your specific funding opportunity (i.e., level of support from NSERC, areas for improvement, comments on program literature, etc.). (optional)

Maximum characters: 2,000
Click or tap here to enter text.

8.4 Please provide your feedback on the design, contents, and relevance of this report, as well as the time required to complete the report (optional)

Maximum characters: 2,000
Click or tap here to enter text.

8.5 Do you consent to having the statements provided above used for communications purposes? (required)

In addition to using the information provided in the survey to monitor program performance and to meet its reporting obligations, NSERC will also use the responses to communicate program impacts to government stakeholders and the Canadian public.

[ ]  Yes, with my name and the name of my organization
[ ]  Yes, but only if presented anonymously
[ ]  No