

National Webinar Information Session

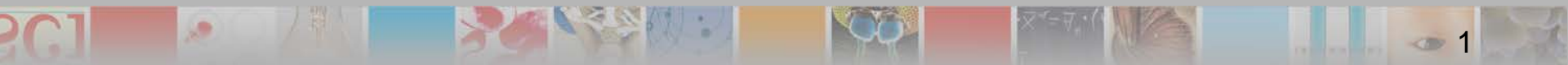
Discovery Grants Program

Summer 2018

Conference number: 1-877-413-4790
Conference ID: 7462843

How to prepare a Discovery Grant (DG) Application

- DG Overview, review process and Tips
- Live Demo on NSERC research portal
- Questions (ask by chat on AdobeConnect)



Life Cycle of a Discovery Grant Application

SUBMITTED

August

Submission of notification of intent to apply (due Aug. 1)

September

Internal assignment to EG

October

Selection of external reviewers and preliminary joint review discussions

November

Submission of application (due Nov. 1)

December

Members receive applications and begin reviewing

January

Members review applications and external reviewer reports are received

February

Grants competition

March/April

Announcement of results

Discovery Grant Application

Overview

- **Deadline:** November 1st - [Check internal deadlines](#)
- **Main components:**
 - Application for a grant
 - Research proposal
 - Samples of research contributions
 - Budget and justification
 - Canadian Common CV (CCV)
- **Submission:**
 - Research Portal

Grants Competition Review Process

Step 1: Merit assessment

	Exceptional	Outstanding	Very Strong	Strong	Moderate	Insufficient
Excellence of the researcher	X X	X X	X			
Merit of the proposal		X X	X X X			
Contribution to the training of HQP		X X	X X		X	

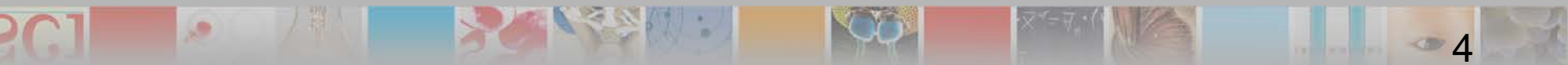


Outstanding – Very Strong – Very Strong



Step 2: Funding Recommendation

Funding Bin	A	B	C	D	E	F	G	H	I	J	K	...	P
Value	...\$...\$...\$...\$...\$...\$...\$...\$...\$...\$...\$...\$...\$



Grants Competition Review Process

■ Merit Indicators Grid

DISCOVERY GRANTS MERIT INDICATORS¹

	Exceptional	Outstanding	Very Strong	Strong	Moderate	Insufficient
Excellence of the Researcher	Acknowledged as a leader who has continued to make, over the last six years, influential accomplishments at the highest level of quality, impact and/or importance to a broad community.	The accomplishments presented in the application were deemed to be far superior in quality, impact and/or importance to a broad community.	The accomplishments presented in the application were deemed to be of superior quality, impact and/or importance.	The accomplishments presented in the application were deemed to be solid in their quality, impact and/or importance.	The accomplishments presented in the application were deemed to be of reasonable quality, impact and/or importance.	The accomplishments presented in the application were deemed to be below an acceptable level of quality, impact and/or importance.
Merit of the Proposal	Proposed research program is clearly presented, is extremely original and innovative and is likely to have impact by leading to groundbreaking advances in the area and/or leading to a technology or policy that addresses socio-economic or environmental needs. Long-term vision and short-term objectives are clearly defined. The methodology is clearly defined and appropriate. The application clearly demonstrates how the research activities to be supported are distinct from those funded (or applied for) by other sources.	Proposed research program is clearly presented, is highly original and innovative and is likely to have impact by contributing to groundbreaking advances in the area, and/or leading to a technology or policy that addresses socio-economic or environmental needs. Long-term goals are clearly defined and short-term objectives are well planned. The methodology is clearly described and appropriate. The application clearly demonstrates how the research activities to be supported are distinct from those funded (or applied for) by other sources.	Proposed research program is clearly presented, is original and innovative and is likely to have impact by leading to advancements and/or addressing socio-economic or environmental needs. Long-term goals are defined and short-term objectives are planned. The methodology is clearly described and appropriate. The application clearly demonstrates how the research activities to be supported are distinct from those funded (or applied for) by other sources.	Proposed research program is clearly presented, is original and innovative and is likely to have impact and/or address socio-economic or environmental needs. Long-term goals and short-term objectives are clearly described. The methodology is described and appropriate. The application clearly demonstrates how the research activities to be supported are distinct from those funded (or applied for) by other sources.	Proposed research program is clearly presented, has original and innovative aspects and may have impact and/or address socio-economic or environmental needs. Long-term and short-term objectives are described. The methodology is partially described and/or appropriate. The application clearly demonstrates how the research activities to be supported are distinct from those funded (or applied for) by other sources.	Proposed research program, as presented lacks clarity, and/or is of limited originality and innovation. Objectives are not clearly described and/or likely not attainable. Methodology is not clearly described and/or appropriate. The application does not clearly demonstrate how the research activities to be supported are distinct from those funded (or applied for) by other sources.
Training of HQP	Past training is at the highest level in terms of the research training environment provided and HQP contributions to research. Most HQP move on to highly impactful positions that require skills gained through the training received. Training philosophy and research training plans are at the highest quality: highly appropriate, clearly defined and expected to produce top quality results in terms of the overall approach and specific projects for HQP.	Past training is far superior to other applicants in terms of research training environment provided and HQP contributions to research. Most HQP move on to impactful positions that require skills gained through the training received. Training philosophy and research training plans are far superior: highly appropriate, clearly defined and expected to produce high quality results in terms of the overall approach and specific projects for HQP.	Past training is superior to other applicants in terms of the research training environment provided and HQP contributions to research. HQP generally move on to impactful positions that require skills gained through the training received. Training philosophy and research training plans are superior: highly appropriate, clearly defined and expected to produce quality results in terms of the overall approach and specific projects for HQP.	Past training compares favourably with other applicants in terms of the research training environment provided and HQP contributions to research. HQP generally move on to positions that require skills gained through the training received. Training philosophy and research training plans are appropriate and clearly defined in terms of the overall approach and specific projects for HQP.	Past training is modest relative to other applicants in terms of the research training environment provided and HQP contributions to research. Some HQP move on to positions that require skills gained through the training received. Training philosophy and research training plans are partially appropriate and partially defined in terms of the overall approach and specific projects for HQP.	Past training is below an acceptable level in terms of the research training environment provided and HQP contributions to research. HQP rarely move on to positions that require skills gained through the training received. Training philosophy and research training plans are not appropriate and not clearly defined in terms of the overall approach and specific projects for HQP.

¹The Discovery Grants Merit Indicators should be used in conjunction with the Peer Review Manual which outlines how reviewers arrive at a rating.

Discovery Grant Updates

Early Career Researchers (ECR)

- Early career researchers:
 - Applicants who had held an independent academic position for 3 years or less at the time of submitting the NOI
 - ECRs need to self-identify on the Research Portal at the Full Application stage by completing the Applicant Category module

Application - Discovery Grants Program - Individual

Identification

Applicant

To modify this information, update the User Profile page. To modify the Current Position, update the Eligibility Profile.

Family Name: _____ First Name: _____

Middle Names: _____

Current Position: _____

Applicant Category

Suggested Applicant Category (required) [Clear Selection](#)

Administering Organization

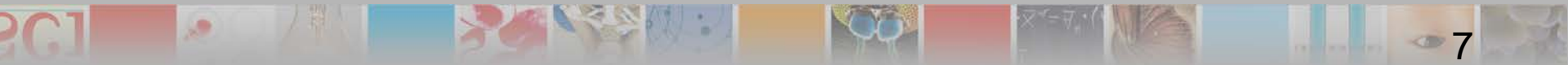
Select Applicant Category

Applicant Category

Suggested Applicant Category (required) [Clear Selection](#)

Explanation (required) (2500 characters maximum) **2500**

Required for ECRs



DND* / NSERC DG supplement

- Supporting discovery-based research
- 20 supplements at \$40,000 per year for 3 years
- Eligibility
 - Researchers applying to current DG competition
 - Proposed research must fit within DND defence and security target areas (**recently revised**)
- Internal DND committee will select recipients
- Contact: dndsuppmdn@nserc-crsng.gc.ca

Northern Research Supplements (NRS)

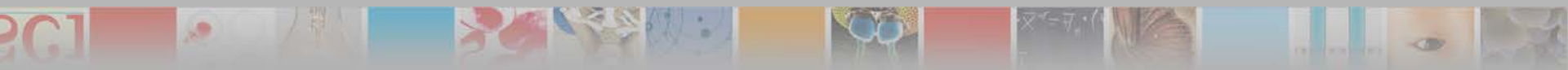
Objective:

- To augment and promote Canadian university-based northern research, training, and outreach by recognizing the added costs unique to conducting research in the Canadian North

Description:

- **New Application Process CY 2019:** apply as part of DG application within Research Portal - no longer a separate application through On-Line System
- \$10,000 to \$25,000/year for duration of the DG: amount based on combination of logistical costs and recognizing outstanding contributions to outreach and interactions with Northerners

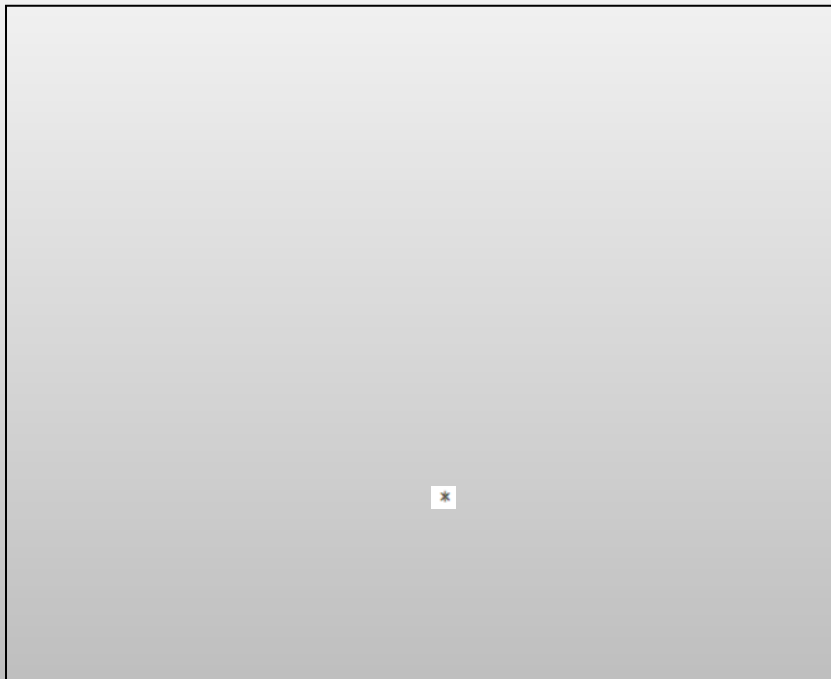
Contact: EnviroSciences-SciencesEnviro@nserc-crsng.gc.ca





Equity, Diversity and Inclusion (EDI)

- Selection of Sex in personal information within CCV is now mandatory
- Sex identification is NOT shared with reviewers; it is used only for statistical purposes.

Canadian Common CV



Application received by reviewers

 Government of Canada / Gouvernement du Canada 

Research Portal

Application - Discovery Grants Program - Individual

Identification

Applicant

Family Name: First Name:

Middle Names:

Current Position:

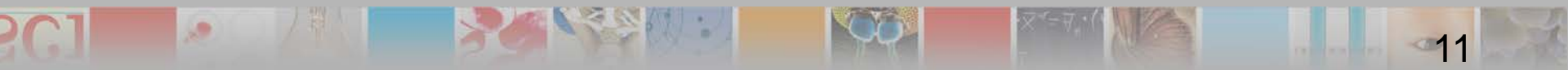
Administering Organization

Organization

Department/Division

Discovery Grant Application Evaluation Criteria

- Excellence of Researcher
- Merit of Proposal
- Training of Highly Qualified Personnel (HQP)



Discovery Grant Application

Excellence of the Researcher

Assessment based on achievements demonstrated over the past **six** years.

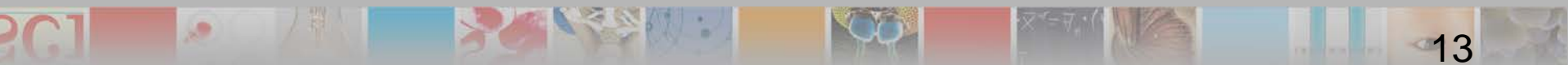
- Knowledge, expertise, and experience
- Quality and impact of contributions to natural sciences and engineering (NSE) research
- Importance of contributions to researchers and end-users

Discovery Grant Application

Excellence of the Researcher

Members will assess this using information from:

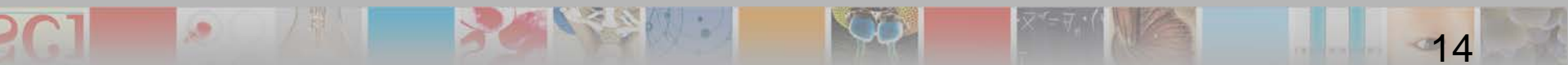
- **Most significant contributions**
 - Highlighted quality and impact
- **Samples of research contributions**
 - Up to 4 attached with application
- **CCV contributions, recognitions, activities**
 - Additional information on contributions in application



Discovery Grant Application

Excellence of the Researcher

- Describe up to five most significant research contributions and highlight quality & impact
- List all types of research contributions (**from 2012-2018**)
- Explain your role in collaborative research activities
- List all sources of support
- Give other evidence of impact
- Explain delays in research activity (See Peer Review Manual)



Discovery Grant Application

Excellence of the Researcher

- In **CCV**
 - Recognitions (honors, prizes and awards, etc.)
 - Activities (international collaborations, event administration, editorial activities, organizational review, knowledge and technology transfers, etc.)
 - Memberships (service on committees)
 - Contributions (publications, books, patents, etc.)
- In **Application**
 - Most Significant Contributions (discusses most significant contributions)
 - Additional Information on Contributions (discusses choice of venues, order of authors, etc.)

Discovery Grant Application

Merit of the Proposal

Assessment based on the following elements:

- Originality and innovation
- Significance and expected contributions to research
- Clarity, scope of objectives, and appropriateness of methodology
- Feasibility
- Appropriateness and justification for the budget
- Relationship to other research support

Discovery Grant Application

Merit of the Proposal

Members will assess this using information from:

- **Research proposal (5 pages)**
 - List of references (2 pages)
- **Proposed expenditures and budget justification**
- **Relationship to other research support**
 - Portal section (10000 characters)
 - CIHR and/or SSHRC summary and budget pages
 - CCV research funding history (applied & held)

Discovery Grant Application

Merit of the Proposal

CIHR and SSHRC research support

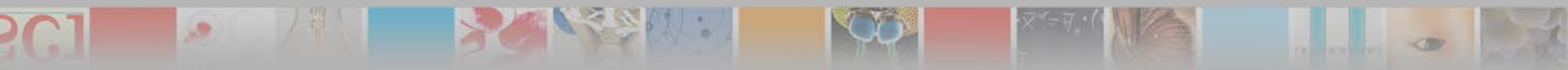
– Distinct

- Ideas & Objectives
- Expenses
- Anticipated contributions resulting from the proposed DG

*Awarded
and
Under Review*

CIHR Foundation:

- Convincing evidence that support from DG is essential to carry out the work proposed



Status	Title	Funding Opportunity	Stage	Updated	Action
⚠	Short and descriptive title	Discovery Grants Program - Individual	Application	2017-08-09 15:48:07	Edit Preview
▼ Module Status					
Status	Module Name	Status	Module Name		
⚠	Identification	⚠	Summary of Proposal		
⚠	Proposed Expenditures	⚠	Relationship to Other Research Support		
⚠	HQP Training Plan	⚠	Past Contributions to HQP Training		
⚠	Most Significant Contributions	⚠	Additional Information on Contributions		
⚠	Activity Details	✓	Eligibility Profile		

Select the module

Home > Application Overview > Application

Application - Discovery Grants Program - Individual

Relationship to Other Research Support

10000 characters maximum
Characters remaining: 10000

[Sign on](#) [Show Table of Contents](#)

B *I* U \times^2 \times_2

Clear explanation

Other Support Sources (Supporting documents)

1 attachment of scanned pages from other applications and grants (file size limit 10 Mb)

Discovery Grant Application

Subject Matter Eligibility

- NSERC supports research whose major challenges lie in the natural sciences and engineering (NSE), other than the health sciences.
- The intended objective(s) of the research must primarily be to advance knowledge in one or more of the NSE disciplines.
- Applicants should refer to:
 - [Selecting the Appropriate Federal Granting Agency](#)
 - ***Updated*** [Addendum to the Guidelines for the Eligibility of Applications Related to Health](#).
 - The Addendum provides examples that illustrate the eligibility of applications related to human health.

Discovery Grant Application

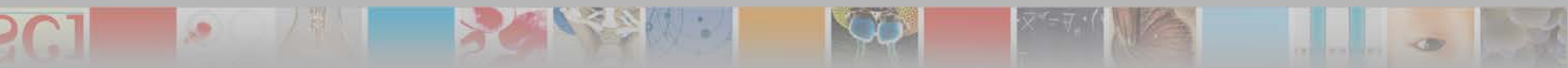
Merit of the Proposal

- Keep in mind that two audiences read your application: expert and non-expert
- Provide a progress report on related research
- Position the research within the field and state-of-the-art
- Clearly articulate short- and long-term objectives
- Provide a detailed methodology and realistic budget
- Consider comments/recommendations you may have received for previous applications
- Integrate HQP into the proposal
- Follow research portal presentation and attachment standards

Common Mistakes in Addressing Funds from Other Sources

- CCV amounts and application information do not match or are missing
- Role in joint funding is not explained
- Funding under review not listed or not explained
- Planned expenses are not explained or overlap
- Scanned pages from CIHR and/or SSHRC are missing
- CIHR Foundation application under review not listed in CCV or addressed in application

Instructions not followed



Discovery Grant Application

Merit of the Proposal

- In **Application**
 - Proposal
 - List of References
 - Budget Justification
 - Relationship to Other Sources of Support Explanation
 - Other Support Sources – Supporting Documents (if applicable)
- In **CCV**
 - Research Funding History (to assess possible conceptual or budgetary overlaps)

Discovery Grant Application

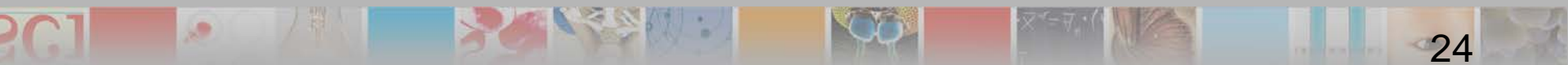
Contributions to the training of HQP

Assessment is based on both:

- the **past contributions to training**; and
- the **future plans for training**

Quality research training at all levels are valued, including:

- Undergraduate students involved in research;
- Graduate students and postdoctoral fellows;
- Technicians and research associates; and
- Other trainees from non-academic sectors, i.e. government or industry.



Discovery Grant Application

Contributions to the training of HQP

Past contributions to the training of HQP

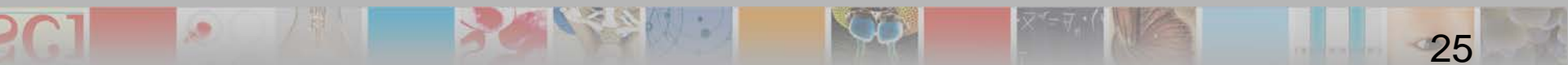
Assessment based on training over the past **six** years

****NEW Instructions in CY 2018****

Include three components:

1. Training environment
2. HQP awards and research contributions
3. Outcomes and skills gained by HQP

Focus on **quality** and **impact** of training



Discovery Grant Application

Contributions to the training of HQP

Past contributions to the training of HQP

- Describe the nature of HQP studies and their level of involvement in your research
- Explain your role in any co-supervision
- Explain any delays in training (e.g., leaves taken by applicant or HQP)
- Include present position in CCV (career, further studies)
- **Use asterisk (*)** to identify HQP co-authors in CCV
- Do not select “academic advisor” in CCV
- Early Career Researchers should not be rated *Insufficient* solely due to the lack of training record.

Discovery Grant Application

Contributions to the training of HQP

Future plans for training

****NEW Instructions in CY 2018****

Include two components:

1. Training Philosophy
2. Research Training Plan
 - Focus on **quality**, **suitability** and **clarity** of plan.
 - Define your role in any planned co-supervision.
 - Encouraged to promote approaches that increase inclusion and advancement of women and other under-represented groups in NSE.

Discovery Grant Application

Contributions to the training of HQP

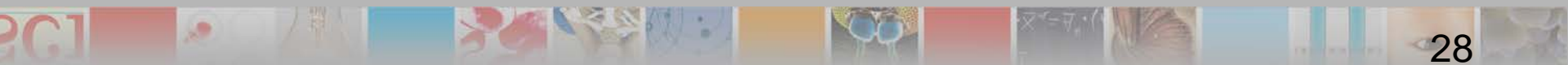
Evaluation Group will assess HQP using information from:

- **Application:**

- Past contributions to HQP training;
- HQP training plan.

- **CCV**

- Supervisory activities and contributions;
- Trained HQP who co-authored should be identified with an **asterisk (*)**;
- Do not use “academic advisor”.



Discovery Grant Application

Equity, Diversity and Inclusion (EDI)

- **Excellence of the Researcher**

- Describe (if applicable) contributions towards the promotion of equity, diversity and inclusion in the research enterprise

- **Merit of the Proposal**

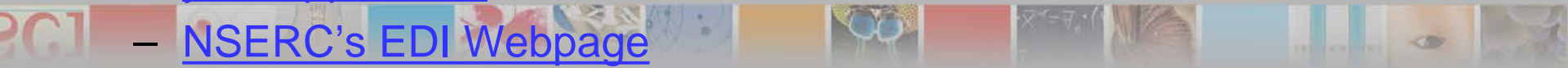
- Describe (if applicable) consideration of sex, gender and diversity in the research design

- **Contributions to the Training of HQP**

- Describe EDI considerations in both the past and planned training of HQP

- **Resources available:**

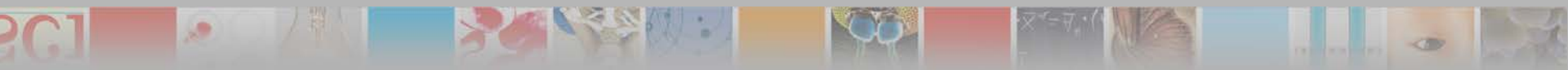
- [Guide for Applicants: Considering equity, diversity and inclusion in your application](#)
- [NSERC's EDI Webpage](#)



Discovery Grant Application

Delays

- Applicant delays are recorded in the CCV, under the Employment section
- HQP delays are recorded in the HQP section of the application
- In both cases, clearly explain
 - the **duration** (i.e., start/end dates)
 - the **impact** on your research (e.g., dissemination of results, ability to recruit HQP)



Live Demonstration NSERC Research Portal



Natural Sciences and Engineering
Research Council of Canada

Conseil de recherches en sciences
naturelles et en génie du Canada

Canada

Discovery Grant Application

Available Resources – NSERC WEBSITE

- [Discovery Grants Information Centre](#)
- [Discovery Grants Program Description](#)
- [Discovery Grants Resource Video](#)
- [Peer Review Manual](#)
 - Includes information on each of the three criteria and the merit indicators
- [HQP FAQ Document](#)
- [Webinars on how to apply](#)

Discovery Grant

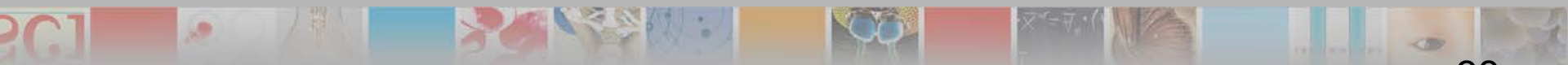
Application Content

	Text Box (characters)	Attachment
Summary of proposal	2,500 (approx. ½ page)	
Relationship to other source of support - Explanation	10,000 (approx. 2 pages)	
HQP training plan	5,000 (approx. 1 page)	
Past contributions to HQP	2,500 (approx. ½ page)	
Most significant contributions	7,500 (approx. 1½ page)	
Additional information on contributions	2,500 (approx. ½ page)	

Discovery Grant

Application Content (cont'd)

	Text Box (characters)	Attachment
Proposal		5 pages
Budget Justification		2 pages
Other Support Sources (Supporting documents)		1 attachment of scanned pages from other applications and grants (file size limit 10 Mb)



Discovery Grant

Application Content (cont'd)

	Text Box (characters)	Attachment
List of references		2 pages
Samples of Research Contributions		4 attachments - file size limit of 10Mb each
Attestation on Confidential Research Contributions (if applicable)		File size limit of 10Mb
CCV	Upload with CCV confirmation number	
Letters of Support	Not required (will be removed)	

NSERC Contacts

Discovery Grants Program (including eligibility)	E-mail: resgrant@nserc-crsng.gc.ca
On-line Services Helpdesk (IT support)	E-mail: webapp@nserc-crsng.gc.ca
Use of Grant Funds	E-mail: usegrantfunds@nserc-crsng.gc.ca
Deadlines, acknowledgement of applications and results	Your university Research Grants Office
Your account, Grants in Aid of Research Statement of Account (Form 300)	Your university Business Officer (BO)

