University Delegates WebEx Meeting
June 6, 2019 - 12:30-1:30pm EDT
CIHR Room 10-219, Ottawa, Ontario
Minutes

Participants

Chair: Pierre Côté, Director General, Operations Support

Members:	Brittney Roughan, Mount Saint Vincent University; Chris Whitfield, University of Guelph; Christine Rivas for Andrea Lawrance, Carleton University; Daniel Lajeunesse, Université de Montréal; David Rose, University of Waterloo; François Boudreau, Université de Sherbrooke; Gerald W. Zamponi, University of Calgary; Kristin Baetz, University of Ottawa; Lionel Berthoux, Université du Québec a Trois-Rivière; Marc Pouliot, Université Laval; Marilyn Hodgins, University of New-Brunswick;	Rebecca R. Pillai Riddell, York University; Richard Isnor, St. Francis Xavier University; Roger McLeod, Dalhousie University Sandra Turcotte, Université de Moncton; Sébastien Normand, Université de Québec en Outaouais; Stephen Perry, Wilfrid Laurier University; Steven Smith, Queen's University; Sunny Hartwig, University of Prince Edward Island; Sylvain Baillet, McGill University; Timothy Takaro, Simon Fraser University; Wendy Ward, Brock University Yvonne Myal, University of Manitoba.
CARA members:	Christy McTait, University of British Colombia (CARA member); Deanna Pong, University of Toronto; Deborah Zornes, Royal Roads University (CARA member); Jennifer Thurlow, Capital District Health Authority (CARA member). Joanne Simala-Grant, University of Alberta (CARA member);	Kate Keetch, Department of Evaluation & Research services in Fraser Health (CARA member); Leslie Copp, University of Waterloo; Lorraine Deydey, University of Alberta (CARA member). Virginie Portes, Université de Montréal (CARA member);
Institution staff:	Manisha Jalla, University of Saskatchewan;	Samar Saneinejad, St. Michael's Hospital; Sanja Obradovic, Ryerson University.

Regrets:	Ali Jenabian, Université du Québec à Montréal; Allison Sekuler, Research Bay Crest; Andrea Lawrance, Carleton University; Asaf Gilboa, University of Toronto. Brenda Smith-Chant, Trent University Brenda Bruner, Nipissing University; Brian Christie, University of Victoria; Christian Beaulieu, University of Alberta; Claudia Malacrida, University of Lethbridge; Daniel Cyr, Institut Armand-Frappier; Darcy Marciniuk, University of Saskatchewan; David Litchfield, Western University; Dawn Whitworth, University of British Columbia (CARA member); Estelle Chamoux, Bishop's Univeristy; Frédéric Lesage, École Polytechnique Montréal; Geoff Payne, University of Northern British Columbia; Heather Duncan, Brandon University; Jeff Ollerhead, Mount Allison University; Jennifer McGrath, Concordia University; Jennifer Walker, Laurentian University; Jeremy Knight, University of Toronto (CARA member); Judith Chadwick, University of Toronto (CARA member).	Keeley Rose, Sick Kids Hospital; Lara Boyd, University of British Columbia; Lisa Porter, University of Windsor; Lori Livingston, University of Ontario Institute of Technology; Lori Burrows, McMaster University; Nicole Balliet, University of Northern British Columbia; Pat Jones, University of Alberta; Paul Wiebe, Health Sciences Centre; Penny D'Agnone, University of Lethbridge. Peter L. Twohig, Saint Mary's University; PhebeAnn Wolfram-Smith, Lake Head University. Robert Bertolo, Memorial University of Newfoundland; Rod McCormick, Thompson Rivers University; Said Mekary, Acadia University; Stephanie Baello, Ontario Institutes for Cancer Research; Stephen Waldman, Ryerson University; Tanya Brann-Barrett, Cape Breton University; Tanya Watts, University of Toronto; Tom Chau, university of Toronto; Vicki Kristman, Lakehead University;
Staff:	Adèle Haché-Blanchard, Lead, Strategic Communications Chef; Allison Forsythe, Communications Strategist; Allison Jackson, Manager, College of Reviewers; Annik Poirier, Manager, Business Solutions, Competition Management and Support; Corinne Guindon, Change Management Lead; Gaston Philippe, Manager, IT Infrastructure and Operations; George Collier. Senior Partnership Lead; Gilles Leblanc, Change Management Advisor;	Jeff Latimer, Director General, Initiative Management and Institute Support; Karine Aubry, Student, Business Solutions, Competition Management and Support; Kelly Taylor, Director General, Program Design and Delivery; Kim Douglas, Linda McKenzie, Manager, Program Design and Delivery; Martine Lafrance, Manager Program Design and Delivery; Renée Venne, Manager, Contact Centre; Scott Woodruff, Financial Advisor;

1. CIHR Update

Annual University Delegates' Meeting (Ottawa)

- A reminder that the Annual University Delegates' face-to-face meeting will take place on **Friday, June 21st**, 2019 in Ottawa.
- An email with meeting and travel logistics was sent to members on May 23rd, 2019.
- Thank you to those of you who booked their travel and confirmed their attendance for the June 20th dinner. If any issues arise, you can send an email to the University Delegate mailbox and we will assist with the booking.
- Topics of discussions validated by the UDEC:
  - Sunset of the Foundation Grant Program
  - CIHR Strategic Plan
  - Engagement on New Training Programs
  - Project Grant Peer Review Committees
  - Canadian Common CV
  - Reviewer Pathway (College of Reviewers)
- The agenda and other meeting material will be shared in advance of the meeting as appropriate, in order to allow you to review and prepare for the discussion.

Outcomes of the 2019 CARA Annual Conference

- The 2019 CARA Annual conference took place in Montreal from May 26-29, 2019.
- CIHR participated in a number of sessions/workshops, notably:
  - CIHR Strategic Plan: Similar session to the one for the upcoming UD Annual meeting.
  - CIHR Update: Was an opportunity to discuss topics of interest such as success rates, initiatives related to the College of Reviewers (e.g. Reviewer Pathway), changes to CIHR programs (e.g., sunset of Foundation Grant program), as well as policy and project updates (e.g., new CIHR Application Administration Guide, Knowledge User template).
  - Tri-Agency Update on Gateway: Gave an update on the grants management solution.
  - Implementation workshop on the Renewal of Tri-Agency Financial Administration Initiative
  - Tri-Agency Update
  - Canadian Common CV (CCV)
- All sessions were well attended and CIHR is pleased with the feedback it received from the research community through its various opportunities for engagement.
- We look forward to further discussing the CIHR Strategic Plan and the CCV with you in a couple of weeks.
- A copy of the presentation offered at CARA will be shared with you after the meeting.

Launch of Dimensions: Equity, Diversity and Inclusion Canada

- On May 9th, Kirsty Duncan (Minister of Science and Sport) launched the new Dimensions: Equity, Diversity and Inclusion Canada.
- Pilot program inspired by the UK's internationally-recognized Athena SWAN program. (https://www.ecu.ac.uk/equality-charters/athena-swan/)

- All heads of Canadian post-secondary institutions are invited to endorse the Dimensions charter. The list of institutions that have done so is available online: http://www.nserc-crsng.gc.ca/NSERC-CRSNG/EDI-EDI/Dimensions_Dimensions_eng.asp#a5

CRCC inaugural progress report

- The Canada Research Coordinating Committee (CRCC) released its first progress report on May 24.
- The committee was created to improve the coordination efforts of Canada's three granting agencies — SSHRC, NSERC, CIHR — as well as the Canada Foundation for Innovation (CFI). The first report provides an update on the important steps taken since the creation of CRCC, following the daily report, which was created at the end of 2017.
- One of the highlights is the launch of the New Frontiers in Research Fund. The report also summarizes the progress made in five key priority areas of the CRCC:
    o Interdisciplinary, international, high-risk, high-reward and rapid response research;
    o Key emerging research areas;
    o Equity, diversity and inclusion in research;
    o Indigenous research; and
    o Early career researchers.
- The progress report provides an update of all five key priority areas but also includes interesting data on both the early career researchers and the equity, diversity and inclusion in research. This information is based on some of the data we started to collect from applicants by the self-identification questions and some data from the early career researchers have been based upon the agreed definition of the tri-agencies.
- Link to the CRCC first progress report: http://www.sshrc-crsh.gc.ca/CRCC-CCRC/highlights-points_saillants-eng.aspx

Minister of Health announced appointments to the CIHR Governing Council

- On June 5, the Minister of Health announced the appointment of a new Chairperson, Dr. Jeannie Shoveller of the University of British Columbia, and four new members of the Governing Council of CIHR, appointed for three-year terms:
    o Mr. Don Ferguson of Fredericton, New Brunswick
    o Ms. Debbie Fischer of Toronto, Ontario
    o Mr. Dominic Giroux of Sudbury, Ontario
    o Dr. Brianne A. Kent of Vancouver, British Columbia
- For more information:
    o **News Release**
        ▪ English: https://www.canada.ca/en/institutes-health-research/news/2019/06/minister-of-health-announces-appointments-to-the-governing-council-of-the-canadian-institutes-of-health-research.html
        ▪ French: https://www.canada.ca/fr/instituts-recherche-sante/nouvelles/2019/06/la-ministre-de-la-sante-annonce-la-nomination-de-nouveaux-membres-au-conseil-dadministration-des-instituts-de-recherche-en-sante-du-canada.html
    o **Biographies**
        ▪ English: https://www.canada.ca/en/institutes-health-research/news/2019/06/biographical-details.html
        ▪ French: https://www.canada.ca/fr/instituts-recherche-sante/nouvelles/2019/06/renseignements-biographiques.html

Questions from Members

Q: When do you expect the session will end on the 21st?

A: We are aiming for 16:45 (E.T)

Programs Updates

Project Grant:

Spring 2019 competition

- Peer review of applications is under way.
- Committee meetings are being held from May 14th to June 11th.
- Anticipated Notice of Decision on July 10th.
- Funding Start Date: October 1st.
- CIHR continues to experience challenges with recruitment as we observe up to 45-50% decline rate in the recruitment efforts. Will discuss in detail during the in-person meeting if time allows.
- CIHR will have a full team debrief following the meetings next week. We can share some highlights from this discussion at the Annual meeting on the 21st, as well.

Fall 2019 Competition

See slides for additional information.

Spring 2020 Competition

See slides for additional information.

Foundation Grant:

2018-2019 competition

- Adrian Mota hosted two Ask Me Anything sessions with the community. A recording and Q&A document were shared with Foundation Grant holders and with the University Delegates and CARA-CIHR Working Group.
- Grantees who would like to discuss their transition plans should contact the CIHR Contact Center.
- Additional information for grant holders is on the way (apologies for the delay). We have had preliminary discussions with several grantees, and these discussions have been quite helpful as we finalize our guiding principles for transitions.

Awards & Scholarship:

This year marks the harmonized launch of the Canadian Graduate Scholarship Doctoral Program. This represents the first phase of harmonization and will include new deadlines. Information sessions and webinars are being held with the administrators at the institutions.

Canada Graduate Scholarships – Master's Program

Fall 2019 competition:

See slides for additional information.

Canada Graduate Scholarships –Doctoral Awards

Fall 2019 competition:

See slides for additional information.

Doctoral Foreign Study Supplement

Fall 2019 competition:

See slides for additional information.

Vanier Canada Graduate Scholarships Programs

Fall 2019 competition:

See slides for additional information.

- Application deadline: University nominations early November 2019
- Anticipated Notice of Results: Early April 2020

CIHR Fellowship

Fall 2019 competition:

See slides for additional information.

Banting Postdoctoral Fellowships

Fall 2019 competition:

See slides for additional information.

Priority-Driven Research:

- 15 opportunities have been launched.
- Results for 11 competition are now available.
- If you have questions about competitions launched, please don't hesitate to send an email to the UD mailbox in advance of the monthly meeting. This will help us prepare to answer your questions specifically.

Questions from Members

Q: Is there a way that the FDN results can inform Project? That is, successful to both can choose either but if they choose FDN, that could theoretically 'free up' spots for more Project grants.

A: Depending on the outcome of the decisions for these competitions, the budget allocated to Project and Foundation shifts accordingly.

Q: My committee will get lucky to get three funded. If one gets Foundation funding, will we lose that spot?

A: Yes. There is no "next-in-line" funding process [if an individual turns down a Project Grant].

Q: Are institutional signatures required for the Collaborative Health Research Projects LOI?

A: No, they are not.

Q: Regarding the Institute Community Support Planning and Dissemination grants, would it be possible not to have the deadline occurring on or about the same day as Project (in Fall competitions or any future competitions)?

A: Recognizing that having competition deadlines 2-3 days apart is not ideal, we will look into what is feasible going forward.

2. CIHR Strategic Plan

- As of June 4th CIHR received just over 3200 visits to the site, with more than 500 registered users and 510 individual responses to the questions. We thank you for your support and continue to welcome your input.
- Analysis Plan: Approximately 10 qualitative researchers at CIHR will engage in structured qualitative analysis using NVivo software. The team is guided by Science Council and CIHR has created an External Expert Committee, comprised of qualitative research experts from across Canada, to review and validate the process.
- Reminder about two important upcoming events:
  o UD Annual meeting (June 21): We will talk about the six lines of enquiry within the survey and seek feedback collectively with Adrian Mota, who will walk us through and guide discussions.
  o Consensus Workshop (Sept 10/11): There are 125 slots for participants to actively get involved in helping CIHR shape the strategic plan. About 100 slots are filled, but a call was launched in the Access Newsletter for individual researchers to apply to attend by submitting their name to come to the event.

See slides for additional information.

Questions from Members

Q: Is it useful to get institutional responses to the survey, in addition to individual ones?

A: Yes. We sent out the survey to over 150 organizations (major stakeholder groups), seeking their direct institutional responses. We are hoping to get hundreds of institutional responses.

Q: Who is filling the 100 spots of the workshop?

A: The first 100 or so are comprised of CIHR Scientific Directors, Governing Council members, IAB Chairs, Funding Partners, Citizens, Indigenous community members, government stakeholders, University representatives (e.g., U-15, HealthCareCan, University Delegates) and other stakeholders. The list will be published for transparency.

3. New Frontiers in Research Fund

- On May 13th, Kirsty Duncan (Minister of Science and Sport) announced the first 157 awards that were granted from the inaugural Exploration stream competition. The list of award recipients is available online:- http://www.sshrc-crsh.gc.ca/results-resultats/recipients-recipiendaires/2018/nfrf_exploration_2018-fnfr_exploration_2018-eng.aspx

- Anticipating the launch of another Exploration (2019) competition and a Transformation stream; discussions regarding their announcement are ongoing.
- The first investment of $38 million will support early career researchers with 5 years or less of experience since their first academic appointment.
- Each recipient will receive up to $250,000 over the next 2 years.

Questions from Members

Q: Could there be cooperation between the core Tri-Council programs and the NFRF, so that appropriate proposals could be flagged or recommended for the NFRF program?

A: We can look into it but the inter-program mechanism would not work in the sense that the NFRF is a program designed to fund what cannot be funded through existing Tri-Agencies programs/funding opportunities. There should not be a lot of crossover between programs. Proposals funded through the NFRF are meant to be different due to their high-risk and interdisciplinary nature.

Q: Are success rates published from NFRF competitions?

A: 1315 eligible application were submitted to the competition, with nearly 1700 NOIs and a total of 157 grants awarded.

Q: Hard to tell from the first competition but many seemed to be perfectly appropriate for Project.

A: Currently, only titles are available on the website. We hope to publish the summary of the proposals as well. It will take some time to zero in on the types of proposals that the program should be funding.

Q: Since both CIHR and SSHRC have funding opportunities for multi-disciplinary teams – whereas NSERC is limited to the Alliance program – does this mean that the NFRF will tend to fund in the STEM field?

A: No, absolutely not.

Side note: While NSERC Discovery Grants typically fund individual researchers, grantees can use the money on any project they want to pursue in the five years of funding.

Q: How much will Transformation scheme look like Foundation?

A: Transformation stream was not designed to look like any other program. It is possible to come back with this information at another meeting.

Q: We have noticed, in Quebec, a low number of funded French-language applications. Can you comment on this?

A: The number of French applications submitted was also very low. Statistics show that the success rate for French applications was a little below the success rate for English applications.

Q: When will reviewer feedback be provided to applicants?

A: We anticipate uploading and making information (i.e., ratings for three criteria and a general feedback document) available through the Convergence portal by the end of next week. Individual comments from reviewers are not available to applicants.

4. Tri-Agency Financial Administration Initiative

See slides for additional information.

Phase 1: Tri-Agency Guide for Financial Administration

- The agencies will replace the [existing 2017 guide](#) by introducing a principles-based approach to the use of grant funds that is intended to reduce the administrative burden on the administering institutions and the Grant recipients.
- In order to validate the principles and approach, twelve administering institutions participated in a pilot, during which time feedback from users was sought on the new Guide.
- The final version of the new Guide will be available in Fall 2019, with the following transition plan in place:
    - Non-pilot institutions will continue to apply the 2017 Guide until April 2020, at which time the principles will be applied moving forward.
    - The 6-month transition period (September 2019 to April 2020) will provide the onboarding institutions time to conduct a Policy Gap Analysis, develop their internal Communications plan, and fully understand and digest the Guide.

Phase 2: Financial Monitoring Framework

- The Tri-Agency suspended its financial monitoring reviews, given the transition to a principles-based approach in determining the eligibility of expenditures from Tri-Agency grant funds.
- The Tri-Agency plans to pilot a new Financial Monitoring Framework in Fall 2019.
- Any "problem" transactions will be addressed through existing agency processes with the controls or procedures in place through the Remedial Action Plan.
- Expected outcomes:
    - Reduced burden for the institutions;
    - A sound approach to risk management
- Pilot institutions will be involved in piloting/testing a new approach to financial monitoring.
- CAUBO (Canadian Association of University Business Officers) will support the development and sharing of best practices.

Third area of focus: Modernization of post-award administration

- Involves regular, ongoing consultations with stakeholders to create an iterative process for continuous improvement.
- Areas of interest include:
    - Direct vs. indirect costs;
    - Reporting requirements;
    - Tri-Agency documentation;
    - Tri-Agency standardized form.
- Consultations began in 2018 and will continue throughout 2019, and possibly into 2020.

Supporting the change

- Researchers can continue with their existing grants.
- A grace period will be provided to allow administering institutions time to update their policies and procedures, as needed.

- Grant recipients and administering institutions will remain informed of progress and impacts of this initiative through web updates (http://www.science.gc.ca/eic/site/063.nsf/eng/h_97415.html), regional and national conferences, agency meetings with stakeholders and newsletter campaigns, etc.
- Supporting resources will be available to support stakeholders when the Guide goes live:
  - FAQ document
  - Best practices
  - Webinars

Questions from Members

Q: Many institutions have much stricter (and admin-heavier) policies than the new tri-agency guidelines. To what extent are institutions expected to reduce those burdens for grant awardees? Is there any obligations for institutions to do so?

A: The transition period allows administrative institution to take a look at their policies and determine whether changes could be made.

Q: Will there be audits conducted on a random sample of funded research grants, like NIH does?

A: The financial monitoring approach will be based on a risk assessment. We want to think of it as a partnership, not an audit, so we will be assessing the existing financial control/policies that are in place and stepping away from the transaction-based review.

Q: I know this states is a Tri-agency initiative, but will this change in administrative requirement happen across NSERC and SSHRC grants recipients as well?

A: Yes. One of the key objectives of this initiative is to harmonize across all three agencies.

Q: So less money required for admin-'auditing' and more money for research?

A: We hope so. The new approach is intended to increase efficiencies.

5. <u>Adjournment</u>

The meeting ended at 1:25pm EST. The next meeting of the University Delegates will be on August 1st, 2019.