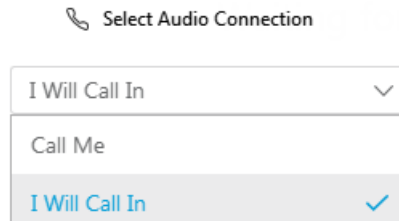# New Frontiers in Research- Full Application

If you're experiencing technical difficulties with the audio, please connect with a telephone or mobile

- Under "Select Audio Connection", choose one of the following:
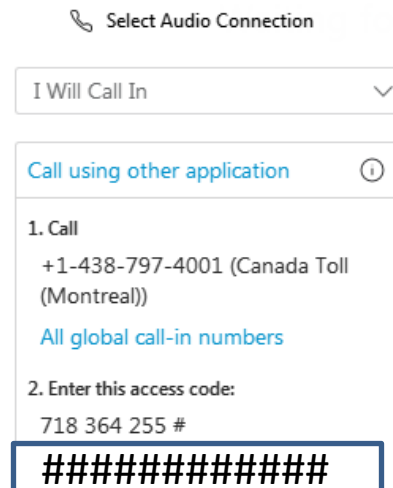 - " I Will Call In " or;
  - " Call me "

- Follow the displayed instructions

- Use the Q&A box for questions

Select Audio Connection

I Will Call In

Call Me

I Will Call In ✓

Select Audio Connection

I Will Call In

Call using other application ⓘ

1. Call
+1-438-797-4001 (Canada Toll (Montreal))
All global call-in numbers

2. Enter this access code:
718 364 255 #
############

2019 Exploration Competition

How to Prepare an Application–Applicants and Research Administrators

November 2019

Presentation Overview

- Competition Timeline
- Application Content
- Submitting the Application (Applicants)
- Application Review Process
- Convergence Portal Demo (Applicants)

RGO Specific
- Submitting the Application (RGO)
- Convergence Portal Demo (RGO)

New Frontiers in Research Fund Exploration Stream

- Objectives:
  - Generate opportunities to conduct high risk, high reward and interdisciplinary research
  - Support research that pushes the boundaries of what is funded through the agencies

- Minimum of 100 awards
  - Maximum of $125,000 per year for up to 2 years
    - includes indirect costs of up to 25% of direct costs
    - maximum of $100,000/year for direct costs of research

Competition timeline

NOI Stage

LOI stage

July
Competition launch and Convergence Portal opens (**July 3rd**)

August
Submission of Notification of Intent to apply (NOI) (**due Aug. 7th**)

September
Submission of Letter of Intent to apply (LOI) (**due Sep. 4th**)

October
LOI stage results and invitations to submit an Application (**Oct. 31st**)

Application Stage

December
Submission of Application (**due Dec.10th**)

Dec - March
External reviews and committee assessment

March
Multidisciplinary review panel meeting

March
Release of Notices of Decision and start of awards (**by March 31st**)

Application Stage

By invitation only: the NPIs that were successful at the LOI stage will be able to create an Application on the Portal

Application Deadline: **December 10**

Check with your RGO for internal deadlines

Application Content

- Information submitted at the NOI and LOI stages

- Sections to complete in Convergence Portal:
  - Budget Table
  - Gender-based analysis plus (GBA+)
  - Certifications, licences and permits
    - Environmental Information Form

Application Content

Supporting Documents:

- – Equity, Diversity and Inclusion (EDI)
- – Biographical Info on team
- – Research Proposal
- – Budget justification
- – Literature references

Redaction of LOI Attachments

- Committee members noted self-identifying information in LOI attachments

- Redacted by staff

- Redacted attachments uploaded to Convergence Portal

Application Supporting Documents

Equity, diversity and inclusion (form-fillable PDF)

- Analysis of Context
- Team composition and recruitment processes
- Training and development opportunities
- Inclusion
- [Best Practices in Equity, Diversity and Inclusion in Research](#)

Application Supporting Documents

Biographical Info: Research Team (max 3 pages)

- Overview of research team's knowledge, background and expertise

- Identify anticipated contributions of each team member

- Explain how their contributions will be coordinated and integrated

Application Supporting Documents

Research Proposal
(max 4 pages)

- Describe proposed research
- Short and long term objectives
- Research methodology and design
- Work plan and timeline
- Approaches to Indigenous Research (if appropriate)
- GBA+/SGBA (if appropriate)

Application Supporting Documents

Budget Justification
(max 1 page)

- Breakdown & explanation of direct costs
- Info to assess appropriateness of requested resources
- Other resources: funding, materials, equipment
- Indirect cost breakdown is not required

Application Supporting Documents

Literature References

(max 3 pages)

- List of references cited in new documents

Instructions for Attachments

- All documents must be converted to Portable Document Format (PDF) before uploading

- [Formatting instructions for attachments](#)

Be mindful of formatting requirements (page length, font size, margins, no personally identifying information, etc.) as applications that do not adhere to the requirements can be withdrawn

Instructions for Attachments: Anonymity

- Double-blind review by external reviewers
- No self-identifying information of the team members is included in the following:
  - Gender-based analysis plus (GBA+);
  - Research proposal; and
  - Budget justification
- When referring to prior research, use non-identifying nouns in statements (e.g., article was published; research was conducted on, etc.)
- Do not provide links to personal sites (websites, blogs, Facebook, LinkedIn, etc.)
- Self-identifying information **can** be included in:
  - EDI form
  - biographical information about the research team attachment.

Submitting the Application

- Review

- Accept the Terms and Conditions

- Status: Received by Administrator

- For changes: ask RGO to return it to you

- RGO approves and submits to agency
  - Status: Received by Agency
  - No further changes can be made

Review Process: Overview

- External Expert Review
  - Double-blind review

- Multidisciplinary Review Panel
  - Initial assessment
  - In-person meeting

Reviewer Manual

Review Process: External Review (Double-Blind)

- Focus of Exploration grants is on the high-risk, high-reward and interdisciplinary nature of the project
    - Focus on the **research** rather than the team
- External Reviewers
    - Double blind review
    - Anonymity of reviewer and applicant
- External Reviewers
    - High risk/ High reward
    - Feasibility/ Identify expertise required to carry out research
- Do **not** have access to:
    - List of participants/collaborators
    - Research team's biographical information
    - EDI form

Review Process: Multidisciplinary Review Panel

- 5 members per file
  - At least 2 with similar area of research expertise
  - Others provide non-expert perspective
- Content from NOI, LOI and Application

Review: Assessment

- Scored according to [merit indicator matrices](#) (7 point)
  - High risk (40% overall score)
  - High reward (40% overall score)
  - Feasibility (20% overall score)
  - Equity, Diversity, Inclusion (EDI) (pass/fail)
- Top rated application

Review: Results

- In person Multidisciplinary Review Panel (March 2020)

- All applications will be discussed

- Proportion of awards reserved for ECR-led applications is at least **equal** to proportion of ECR-led LOIs received

How to use the Convergence Portal-Applicants

Questions and Answers for Applicants

Please use the Q&A box to ask questions

Submitting an Application as RGO

Use the "Research Administrator" link to access your Institution's applications.

If you do not have this option, please contact:
websupport@chairs-chaires.gc.ca

Submitting an Application as RGO
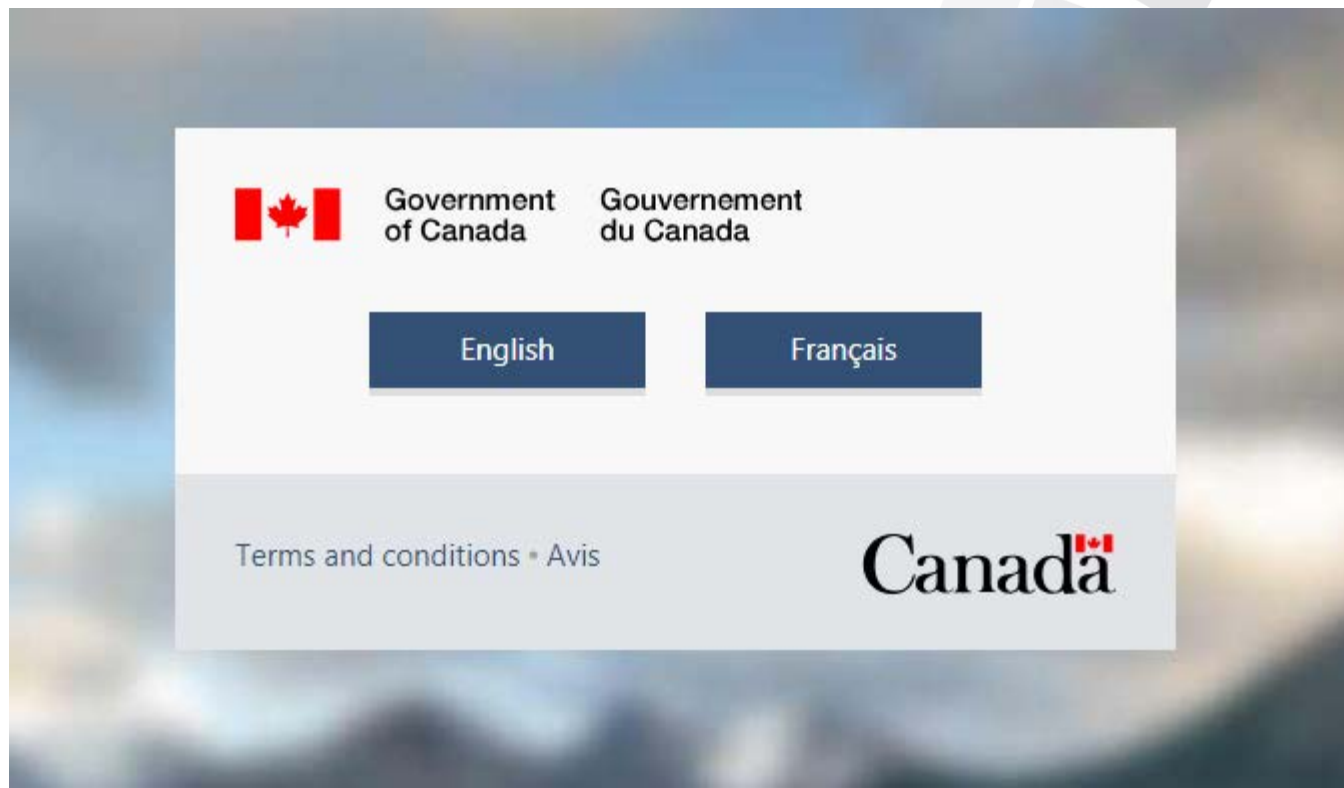
RGOs can:

- View applications from NPIs at their institution (submitted and in-progress)

- Forward submitted Applications to the Agency

- Return submitted Applications to the NPI

- Bulk download multiple applications in PDF

Submitting an Application as RGO

Before submitting an application to the agency, confirm:

- NPI's primary affiliation is (or will be) with your organization
- NPI has the necessary time and resources to carry out the project

How to use the Convergence Portal- RGO

Questions and Answers for RGOs

Please use the Q&A box to ask questions

Resarces

NFRF contact	NFRF-FNFR@chairs-chaires.gc.ca
Internal Deadlines	Your institution's Research Grants Office / RGO
[NFRF website](#)	
[Competition Overview](#)	
On-line Services Helpdesk	E-mail: websupport@chairs-chaires.gc.ca Telephone: 613-995-4273