

# National Webinar Information Session

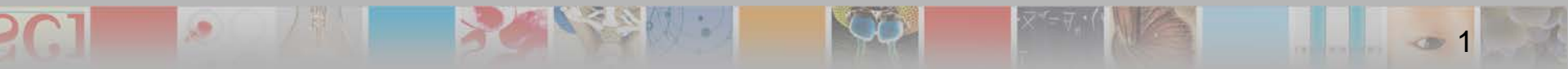
## Discovery Grants Program

### Summer 2017

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 1<sup>st</sup> - [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	

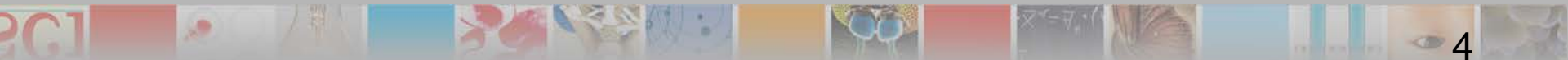


Outstanding – Very Strong – Very Strong



## 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 INDICATORS<sup>1</sup>

	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, <b>influential accomplishments</b> 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 <b>extremely original and innovative</b> and is likely to have impact by leading to <b>groundbreaking advances</b> in the area and/or leading to a technology or policy that addresses socio-economic or environmental needs. <b>Long-term vision and short-term objectives are clearly defined.</b> 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 <b>highly original and innovative</b> and is likely to have impact by contributing to <b>groundbreaking advances</b> in the area, and/or leading to a technology or policy that addresses socio-economic or environmental needs. <b>Long-term goals are clearly defined and short-term objectives are well planned.</b> 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 <b>original and innovative</b> and is likely to have impact by leading to <b>advancements</b> and/or addressing socio-economic or environmental needs. <b>Long-term goals are defined and short-term objectives are planned.</b> 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 <b>original and innovative</b> and is likely to have impact and/or address socio-economic or environmental needs. <b>Long-term goals and short-term objectives are clearly described.</b> 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 <b>original and innovative aspects</b> and may have impact and/or address socio-economic or environmental needs. <b>Long-term and short-term objectives are described.</b> 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 <b>limited originality and innovation.</b> 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 <b>highest level</b> in terms of the research training environment provided and HQP contributions to research. Most HQP move on to <b>highly impactful</b> positions that require skills gained through the training received. Training philosophy and research training plans are at the <b>highest quality: highly appropriate, clearly defined</b> 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 <b>impactful</b> positions that require skills gained through the training received. Training philosophy and research training plans are far superior: <b>highly appropriate, clearly defined</b> 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 <b>impactful</b> positions that require skills gained through the training received. Training philosophy and research training plans are superior: <b>highly appropriate, clearly defined</b> 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 <b>appropriate and clearly defined</b> in terms of the overall approach and specific projects for HQP.	Past training is <b>modest</b> 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 <b>partially appropriate and partially defined</b> in terms of the overall approach and specific projects for HQP.	Past training is below an <b>acceptable level</b> 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 <b>not appropriate and not clearly defined</b> in terms of the overall approach and specific projects for HQP.

<sup>1</sup>The 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**

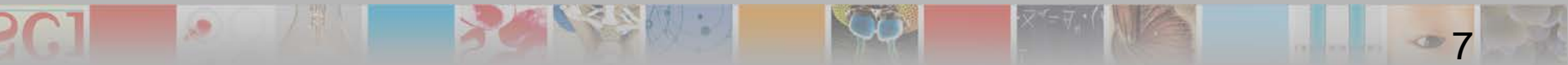
Select Applicant Category

**Applicant Category**

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

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

Required for ECRs



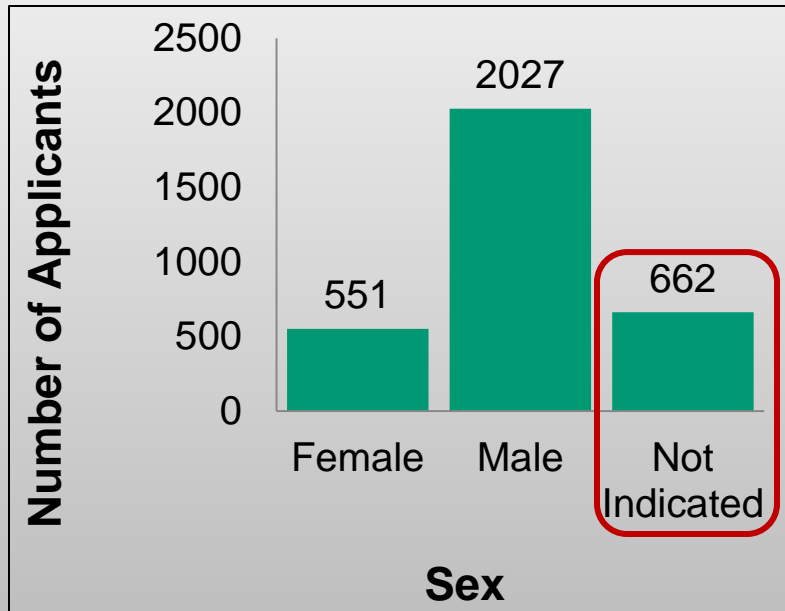
# DND\* / NSERC DG supplement

- 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](mailto:dndsuppmdn@nserc-crsng.gc.ca)



# NSERC Framework on Diversity & Gender Equity

- Integrate equity, diversity & inclusivity analysis in policies, programs & initiatives
- Statistics are key to well informed decisions



- Applicants therefore encouraged to identify their sex in the CCV

A screenshot of a web form titled 'Personal Information' under the 'Identification' section. The form includes fields for Family Name, First Name, Middle Name, Previous Family Name, Title, Previous First Name, Sex, Designated Group, and Correspondence language. The 'Sex' dropdown menu is highlighted with a red rounded rectangle and is open, showing options: Female, Male, and No Response.

Field	Value
* Family Name	Enter Your Last Name
* First Name	Enter Your First Name
Middle Name	
Previous Family Name	
* Title	Mrs.
Previous First Name	
Sex	Female
Designated Group	
* Correspondence language	

This information is NOT shared with reviewers (removed before CCV is provided to reviewers) 9

# Discovery Grant Application Evaluation Criteria

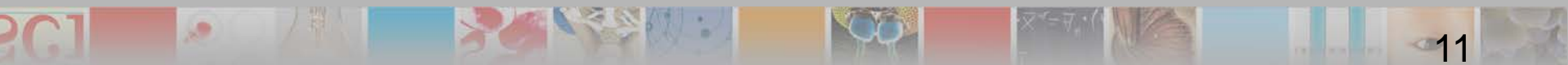
- Excellence of Researcher
- Merit of Proposal
- Training of Highly Qualified Personnel (HQP)

# 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

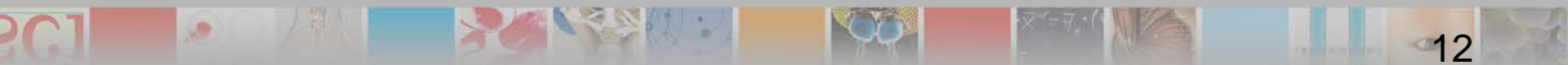


# Discovery Grant Application

## 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 2011-2017**)
- 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

### Relationship to other research support:

- Budget requested in DG is for different expenses than the ones supported (or to be supported) by other sources.
- The DG proposal is distinct conceptually from research supported (or to be supported) by CIHR and/or SSHRC.
- **\*NEW\*** For CIHR Foundation Grant holders or applicants only: convincing evidence that support from DG is essential to carry out the work proposed.



**Application**

Status	Title	Funding Opportunity	Stage	Updated	Action
⚠	Short and descriptive title	Discovery Grants Program - Individual	Application	2017-08-09 15:48:07	<a href="#">Edit</a> <a href="#">Preview</a>

▼ Module Status

Status	Module Name	Status	Module Name
⚠	<a href="#">Identification</a>	⚠	<a href="#">Summary of Proposal</a>
⚠	<a href="#">Proposed Expenditures</a>	⚠	<a href="#">Relationship to Other Research Support</a>
⚠	<a href="#">HQP Training Plan</a>	⚠	<a href="#">Past Contributions to HQP Training</a>
⚠	<a href="#">Most Significant Contributions</a>	⚠	<a href="#">Additional Information on Contributions</a>
⚠	<a href="#">Activity Details</a>	✓	<a href="#">Eligibility Profile</a>

Select the module

Home > Application Overview > Application

**Application - Discovery Grants Program - Individual**

**Relationship to Other Research Support**

10000 characters maximum  
Characters remaining: 10000

[Sign out](#)

[Show Table of Contents](#)

←

Clear explanation

# 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**
  - CIHR and/or SSHRC summary and budget pages
  - CCV research funding history

# 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:
  - **\*Updated\*** [Selecting the Appropriate Federal Granting Agency](#)
  - **\*New\*** [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 [NSERC On-line Presentation Standards](#)

# Discovery Grant Application

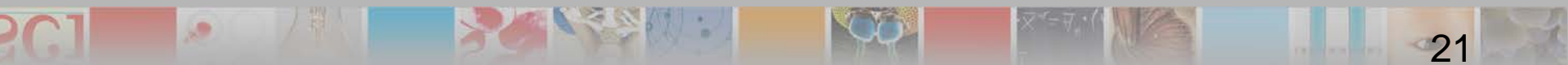
## Merit of the Proposal

- 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

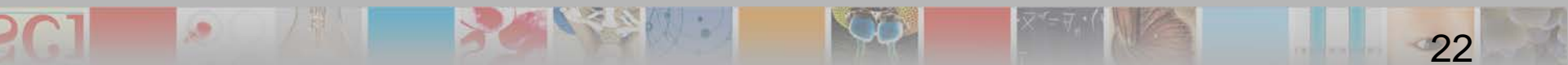
## Contributions to the training of HQP

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

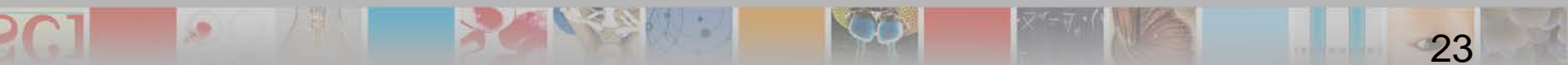
Assessment based on training over the past **six** years

**\*\*NEW Instructions\*\***

**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\*\***

#### **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

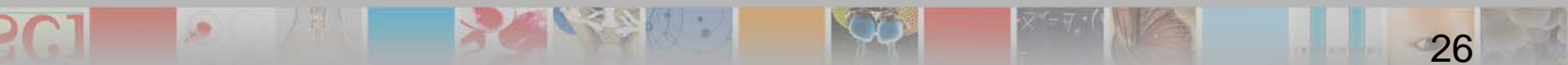
Evaluation Group will assess HQP using information from:

- **Application:**

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

- **CCV**

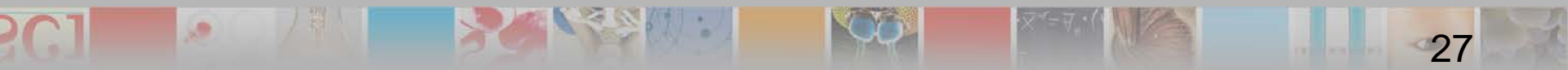
- Supervisory activities and contributions;
- Trained HQP who co-authored should be identified with an **asterisk (\*)**;
- Do not use “academic advisor”.



# Discovery Grant Application

## More Tips

- **Read other successful applications**
- **Ask colleagues and/or your RGO for comments on your application**
  - Ask both experts in your field and non-experts to review
- **Plan ahead and check institutional deadlines**
- **Use the resources available**



# Live Demonstration

## **N SERC** 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

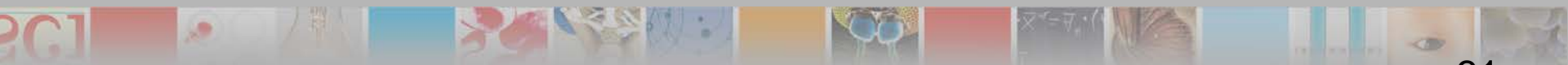
## Application Content

	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
CCV	Upload with CCV confirmation number	
Letters of support	Not required (will be removed)	



# NSERC Contacts

Discovery Grants Program (including eligibility)	E-mail: <a href="mailto:resgrant@nserc-crsng.gc.ca">resgrant@nserc-crsng.gc.ca</a> Tel.: 613-995-5829
On-line Services Helpdesk (IT support)	E-mail: <a href="mailto:webapp@nserc-crsng.gc.ca">webapp@nserc-crsng.gc.ca</a>
Use of Grant Funds	E-mail: <a href="mailto:usegrantfunds@nserc-crsng.gc.ca">usegrantfunds@nserc-crsng.gc.ca</a>
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)