# How to prepare a Discovery Grant (DG) application

## Full application overview and tips
## (Part 1 of 3)

Natural Sciences and Engineering Research Council of Canada

Conseil de recherches en sciences naturelles et en génie du Canada

Canada

# 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**

### April

**Announcement of results**

# Discovery Grant application
## Overview

- **Deadline: November 1* -** **internal deadlines are earlier**

- **Main components:**
  - Application for a grant
  - Research proposal
  - Samples of research contributions
  - Budget and justification
  - Canadian Common CV (CCV)

- **Submission:**
  - **Research Portal**

# Discovery Grant updates
# Early career researchers

- **Applicants who have an independent academic position for 5 years or less at the time of submitting the notification of intent**
  - Five year window adjusted for any eligible delay in research
  - All eligible leaves taken (e.g., parental, bereavement, illness of applicant or family) will now be credited as **twice** the amount of time taken ***(New!)***
  - ECRs need to self-identify on the Research Portal at the full application stage by completing the Applicant Category module

# Discovery Grant updates
# DND supplement and NRS

- **DND/NSERC DG supplement**
  - Proposed research must fit within DND defence and security target areas

Contact: [dndsuppmdn@nserc-crsng.gc.ca](mailto:dndsuppmdn@nserc-crsng.gc.ca)
Webpage: DND*/ NSERC DG supplement

- **Northern Research Supplements (NRS)**
  - Updates for CY2020:
    - Boundary change: moved to the southern limit of “isolated patches of permafrost” from British Columbia to Labrador, including all of the three territories—wider area of inclusion
    - Selection criteria updated: weighted scoring applied to each criterion; more detailed feedback provided to applicants
    - Application incorporated into the Research Portal

Contact: [EnviroSciences-SciencesEnviro@nserc-crsng.gc.ca](mailto:EnviroSciences-SciencesEnviro@nserc-crsng.gc.ca)

Webpage: Northern Research Supplements

# Discovery Grant updates
# Leaves of absence

**** New attachment for CY2021 ****

- Applicants who report an eligible leave of absence are entitled to a new attachment used to list supplemental contributions to research and to training beyond the last six years, for a period equivalent to the duration of the leave
- Supplemental contributions must be taken from the most recent active research period prior to the last six years
- Updates to the Discovery Grants program instructions for completing an application will be available in August

# 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

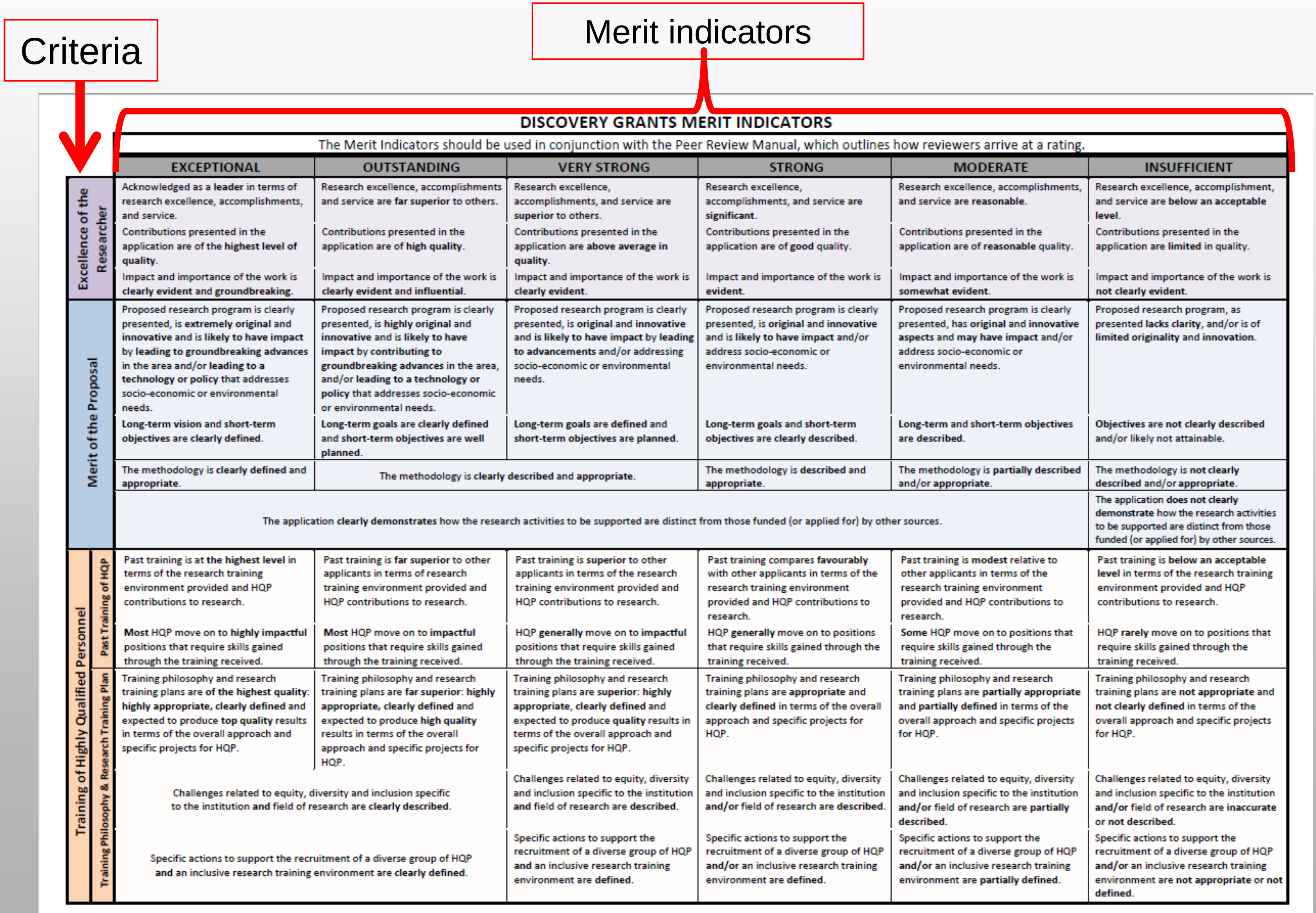
- In both cases, clearly explain
  - the **duration** (i.e., start/end dates)
  - the **impact** on your research and training (e.g., dissemination of results, ability to recruit or train HQP)

# Grants competition
## Review process

### Step 1: Merit assessment

- Three equally weighted criteria:
  - Excellence of the researcher
  - Merit of the proposal
  - Contribution to training of highly qualified personnel (HQP)
- Uses six-point scale
  - From “exceptional” to “insufficient”

# Grants competition
# Review process



Criteria

Merit indicators

**DISCOVERY GRANTS MERIT INDICATORS**

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

| | | EXCEPTIONAL | OUTSTANDING | VERY STRONG | STRONG | MODERATE | INSUFFICIENT |
|---|---|---|---|---|---|---|---|
| Excellence of the Researcher | | Acknowledged as a **leader** in terms of research excellence, accomplishments, and service. | Research excellence, accomplishments and service are **far superior** to others. | Research excellence, accomplishments, and service are **superior** to others. | Research excellence, accomplishments, and service are **significant**. | Research excellence, accomplishments, and service are **reasonable**. | Research excellence, accomplishment, and service are **below an acceptable level**. |
| | | Contributions presented in the application are of the **highest level of quality**. | Contributions presented in the application are of **high quality**. | Contributions presented in the application are **above average in quality**. | Contributions presented in the application are of **good** quality. | Contributions presented in the application are of **reasonable** quality. | Contributions presented in the application are **limited** in quality. |
| | | Impact and importance of the work is **clearly evident and groundbreaking**. | Impact and importance of the work is **clearly evident and influential**. | Impact and importance of the work is **clearly evident**. | Impact and importance of the work is **evident**. | Impact and importance of the work is **somewhat evident**. | Impact and importance of the work is **not clearly evident**. |
| 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. | 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. | 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. | Proposed research program is clearly presented, is **original and innovative** and is **likely to have impact** and/or address socio-economic or environmental needs. | Proposed research program is clearly presented, has **original and innovative aspects and may have impact** and/or address socio-economic or environmental needs. | Proposed research program, as presented **lacks clarity**, and/or is of **limited originality** and **innovation**. |
| | | **Long-term vision and short-term objectives are clearly defined.** | **Long-term goals are clearly defined** and **short-term objectives are well planned.** | **Long-term goals are defined** and **short-term objectives are planned.** | **Long-term goals and short-term objectives are clearly described.** | **Long-term and short-term objectives are described.** | **Objectives are not clearly described** and/or likely not attainable. |
| | | The methodology is **clearly defined** and **appropriate**. | The methodology is **clearly described** and **appropriate**. | | The methodology is **described** and **appropriate**. | The methodology is **partially described** and/or **appropriate**. | The methodology is **not clearly 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. | | | | | 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 Highly Qualified Personnel | Past Training of HQP | Past training is at **the highest level** in terms of the research training environment provided and HQP contributions to research. | Past training is **far superior** to other applicants in terms of research training environment provided and HQP contributions to research. | Past training is **superior** to other applicants in terms of the research training environment provided and HQP contributions to research. | Past training compares **favourably** with other applicants in terms of the research training environment provided and HQP contributions to research. | Past training is **modest** relative to other applicants in terms of the research training environment provided and HQP contributions to research. | Past training is **below an acceptable 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. | **Most** HQP move on to **impactful** positions that require skills gained through the training received. | HQP **generally** move on to **impactful** positions that require skills gained through the training received. | HQP **generally** move on to positions that require skills gained through the training received. | **Some** HQP move on to positions that require skills gained through the training received. | HQP **rarely** move on to positions that require skills gained through the training received. |
| | Training Philosophy & Research Training Plan | Training philosophy and research training plans are **of 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. | 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. | 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. | Training philosophy and research training plans are **appropriate** and **clearly defined** in terms of the overall approach and specific projects for HQP. | Training philosophy and research training plans are **partially appropriate** and **partially defined** in terms of the overall approach and specific projects for HQP. | Training philosophy and research training plans are **not appropriate** and **not clearly defined** in terms of the overall approach and specific projects for HQP. |
| | | Challenges related to equity, diversity and inclusion specific to the institution **and field of research** are **clearly described**. | | Challenges related to equity, diversity and inclusion specific to the institution **and field of research** are **described**. | Challenges related to equity, diversity and inclusion specific to the institution **and/or** field of research are **described**. | Challenges related to equity, diversity and inclusion specific to the institution **and/or** field of research are **partially described**. | Challenges related to equity, diversity and inclusion specific to the institution **and/or** field of research are **inaccurate** or **not described**. |
| | | Specific actions to support the recruitment of a diverse group of HQP **and** an inclusive research training environment are **clearly defined**. | | Specific actions to support the recruitment of a diverse group of HQP **and** an inclusive research training environment are **defined**. | Specific actions to support the recruitment of a diverse group of HQP **and/or** an inclusive research training environment are **defined**. | Specific actions to support the recruitment of a diverse group of HQP **and/or** an inclusive research training environment are **partially defined**. | Specific actions to support the recruitment of a diverse group of HQP **and/or** an inclusive research training environment are **not appropriate or not defined**. |

# Grants competition
## Review process

**Step 2: Funding recommendations**

- Applications grouped into ‘bins’ of comparable merit
- Similar overall ratings within an EG receive comparable funding

# Grants competition
## Review process

## Step 1: Merit assessment

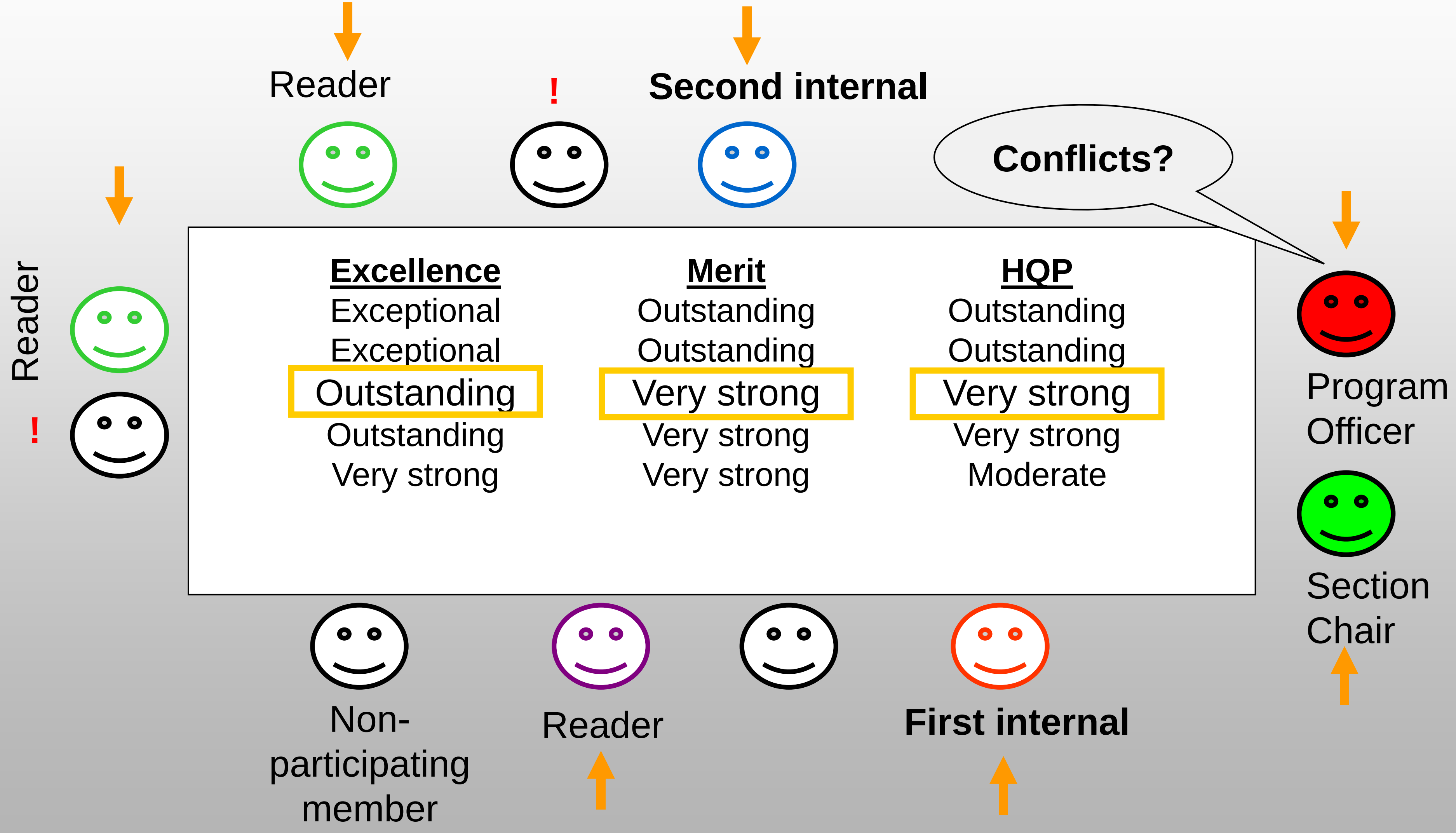
| | Exceptional | Outstanding | Very strong | Strong | Moderate | Insufficient |
|---|---|---|---|---|---|---|
| Excellence of the researcher | X X | X X | X | | | |
| Merit of the proposal | | X X | X X X | | | |
| Contribution to the training of HQP | | X X | X X | | X | |

**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
## Conference model



Reader

!

**Second internal**

**Conflicts?**

Reader

!

| **Excellence** | **Merit** | **HQP** |
|---|---|---|
| Exceptional | Outstanding | Outstanding |
| Exceptional | Outstanding | Outstanding |
| Outstanding | Very strong | Very strong |
| Outstanding | Very strong | Very strong |
| Very strong | Very strong | Moderate |

Program Officer

Section Chair

Non-participating member

Reader

**First internal**

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## Full application overview and tips

## (Part 2 of 3)

Natural Sciences and Engineering
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naturelles et en génie du Canada

Canada

# Discovery Grant application
# Equity, diversity and inclusion (EDI)

## Summary: EDI with evaluation criteria

- **Excellence of the researcher**
  - Applicants are asked to describe past contributions to the promotion of equity, diversity and inclusion in the research enterprise (if they participated in this way)
- **Merit of the proposal**
  - Applicants are asked to describe consideration of sex, gender and diversity in the research design (if applicable to the field of research)
- **Contributions to the training of HQP**
  - Applicants are **required** to describe EDI considerations in their future approaches to recruitment, training and mentoring
  - Applicants are asked to describe specific actions implemented in support of EDI in their past training of HQP (if they participated in this way)

# 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**
- **Samples of research contributions**
  - Up to 4 attached with application within the last 6 years
- **Additional information on contributions**
  - Choices of venues, order of authors, etc.
- **CCV contributions, recognitions, activities**

# Discovery Grant application
## Excellence of the researcher

**Most significant contributions:**

- Describe up to five most significant research contributions and highlight quality & impact
- List all types of research contributions
- Explain your role in collaborative research activities
- List all sources of support
- Give other evidence of impact

# Discovery Grant application
## Excellence of the researcher

**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.)

# Discovery Grant application
## Merit of the proposal

**Assessment based on the following elements:**

- Originality and innovation
- Significance and expected contributions to NSE research
- Clarity, scope of objectives, and appropriateness of methodology
- Feasibility
- Consideration of sex, gender and diversity in the research design (if applicable to the field of research)
- 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 (12000 characters)
  - CIHR and/or SSHRC summary and budget pages
  - CCV research funding history (applied & held)

# Discovery Grant application
## Merit of the proposal

**Relationship to other research support**

**All grants from CIHR and SSHRC:**

- Proposed ideas, objectives and expenses are entirely distinct from support held or applied for
- Anticipated contributions to research resulting from the DG will be distinct from the ones resulting from CIHR or SSHRC support held or applied for

# Discovery Grant application:
# Merit of the proposal

## Relationship to other research support

**CIHR Foundation Grants (FG):**

- DG applicants that **hold or receive funds** from a CIHR Foundation Grant must provide convincing evidence that support from DG is essential to carry out the work proposed

→ For guidance (not exhaustive):

- Could the proposed DG be supported by the FG? Could the DG be a sub-program or component of the FG program?
- Do the DG and FG have entirely distinct long-term goals? Are they entirely distinct programs of research?

# Discovery Grant application:
# Merit of the proposal

**Relationship to other research support**

**Sources *other than* CIHR and SSHRC:**

- Proposed ideas and objectives can be the same
- Proposed expenses must be distinct from support held
- Proposed expenses may be the same for support applied for, however applicants must indicate that no duplication of funds will occur if all applications are successful

# Discovery Grant application:
## Merit of the proposal

**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 applied for not listed or not explained
- Planned expenses are not explained or overlap
- Scanned pages from CIHR and/or SSHRC are missing
- CIHR Foundation application not addressed in CCV or application for applicant holding or receiving funds

# 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

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## Full application overview and tips

## (Part 3 of 3)

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Canada

# Discovery Grant application
## Contributions to the training of HQP

**Why is NSERC asking for information about existing challenges or barriers to inclusion?**

“Achieving a more equitable, diverse and inclusive Canadian research enterprise is essential to creating the excellent, innovative and impactful research necessary to advance knowledge and understanding, and to respond to local, national and global challenges..”

***Tri-agency statement on equity, diversity and inclusion (EDI)***

# 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
- other research personnel from non-academic sectors (i.e., government or industry)

# Discovery Grant application
## Contributions to the training of HQP

The evaluation group will assess this using information from

- **Application:**
  - Past contributions to HQP training
  - HQP training plan

- **CCV:**
  - Supervisory activities and contributions

# Discovery Grant application
# Past contributions to the training of HQP

**Includes three components:**

1. Training environment – **new instructions**
2. HQP awards and research contributions
3. Outcomes and skills gained by HQP

Assessment based on training over the **past six years**, 2014-2020 for the 2021 DG competition.

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

# Discovery Grant application
## Past contributions to the training of HQP

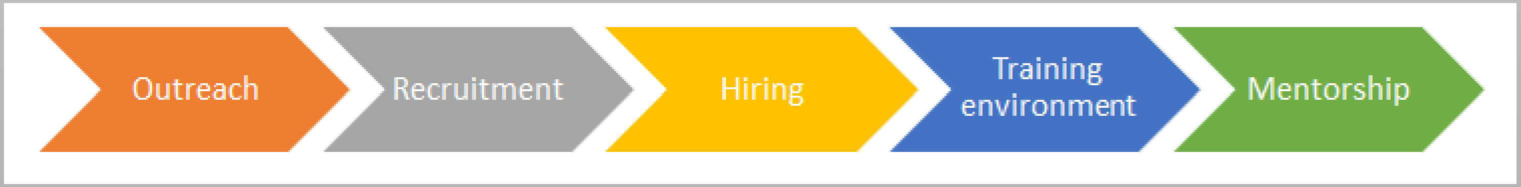
### 1. Training environment (1/2)

- Research training and development opportunities provided for HQP (e.g., science outreach and engagement, interdisciplinary research, promoting EDI in the NSE, collaborations, interaction with the private and public sectors)

# Discovery Grant application
# Past contributions to the training of HQP

## 1. Training environment (2/2) – new instructions

- **Challenges or barriers** encountered in ensuring an inclusive research and training environment (if they participated this way)
- **Specific actions** implemented to support equity and inclusion in the research training environment (if they participated this way)
  - Specific actions can occur at any stage of training
  - There is no priority or value placed on different stages
  - Applicants are not expected to participate at every stage


Outreach
Recruitment
Hiring
Training environment
Mentorship

# Discovery Grant application
## Past contributions to the training of HQP

### 2. HQP awards and research contributions

- Awards and scholarships of individual HQP can be described **when prior consent has been given**
- HQP should be indicated in CCV using "*" on research contributions (usually as co-authors) **when prior consent has been given**

**Applicants are instructed to summarize HQP presentations in application; do not list them in the CCV.**

# Discovery Grant application
## Past contributions to the training of HQP

**3. Outcomes and skills gained by HQP**

- Most significant HQP outcomes and how applicant’s training contributed to HQP’s success
- Successful outcome?
  - Any outcome in which the HQP has impact
  - Impact can be in the NSE or in other fields but it must be clear how skills gained in the applicant’s research training environment are being used by HQP
- Note impact of eligible delays in training (those of HQP)

# Discovery Grant application
## Past contributions to the training of HQP

**Within the CCV**

- With prior consent, use asterisk (*) to identify HQP co-authors in CCV
- With prior consent, include HQP present positions in CCV (career, further studies)
- Do not select “academic advisor” in CCV

**Within the application**

- 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 HQP)

**Early career researchers are not rated ‘Insufficient’ solely due to the lack of training record.**

# Discovery Grant application
## Future plans for training

**Include two components:**

1. Training philosophy – **new instructions**
2. Research training plan

# Discovery Grant application
## Future plans for training

1. **Training philosophy (1/2) - new instructions**

- **Existing challenges or barriers** to inclusion and advancement of underrepresented or disadvantaged groups specific to the applicant’s research context
- **Planned approach** to promoting the participation of a diverse group of HQP, taking into account equity and inclusion in recruitment practices, mentorship approaches and initiatives aimed at ensuring an inclusive research and training environment

# Discovery Grant application
## Future plans for training

### 1. Training philosophy (2/2)

- Approach to training HQP, how do you intend to train future generation of scientists and engineers
- Details of mentoring approach
- Intellectual involvement of HQP in the research program
- Type of research training and development opportunities that will be provided

# Discovery Grant application

## Future plans for training

### 2. Research training plan

- Focus on quality, suitability and clarity of plan
- Suitability and inclusion of HQP in research program and specific anticipated projects within NSE
- Anticipated outcomes, planned future contributions to knowledge, and development of new skills or knowledge
- Value of projects for HQP
- Justification if any limitations to HQP training
- Explanation, as needed, of any planned co-supervision or collaboration

# Discovery Grant application
## 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**

# NSERC contacts

| | |
|---|---|
| **Discovery Grants program (including eligibility)** | resgrant@nserc-crsng.gc.ca |
| NSERC staff | First name.last name@nserc-crsng.gc.ca |
| Deadlines, acknowledgement of applications and results | Your university research grants office (RGO) |
| On-line services helpdesk | webapp@nserc-crsng.gc.ca |

# Discovery Grant application
## Available resources

- 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

# How to prepare a Discovery Grant (DG) application

## Research Portal overview

Natural Sciences and Engineering Research Council of Canada

Conseil de recherches en sciences naturelles et en génie du Canada

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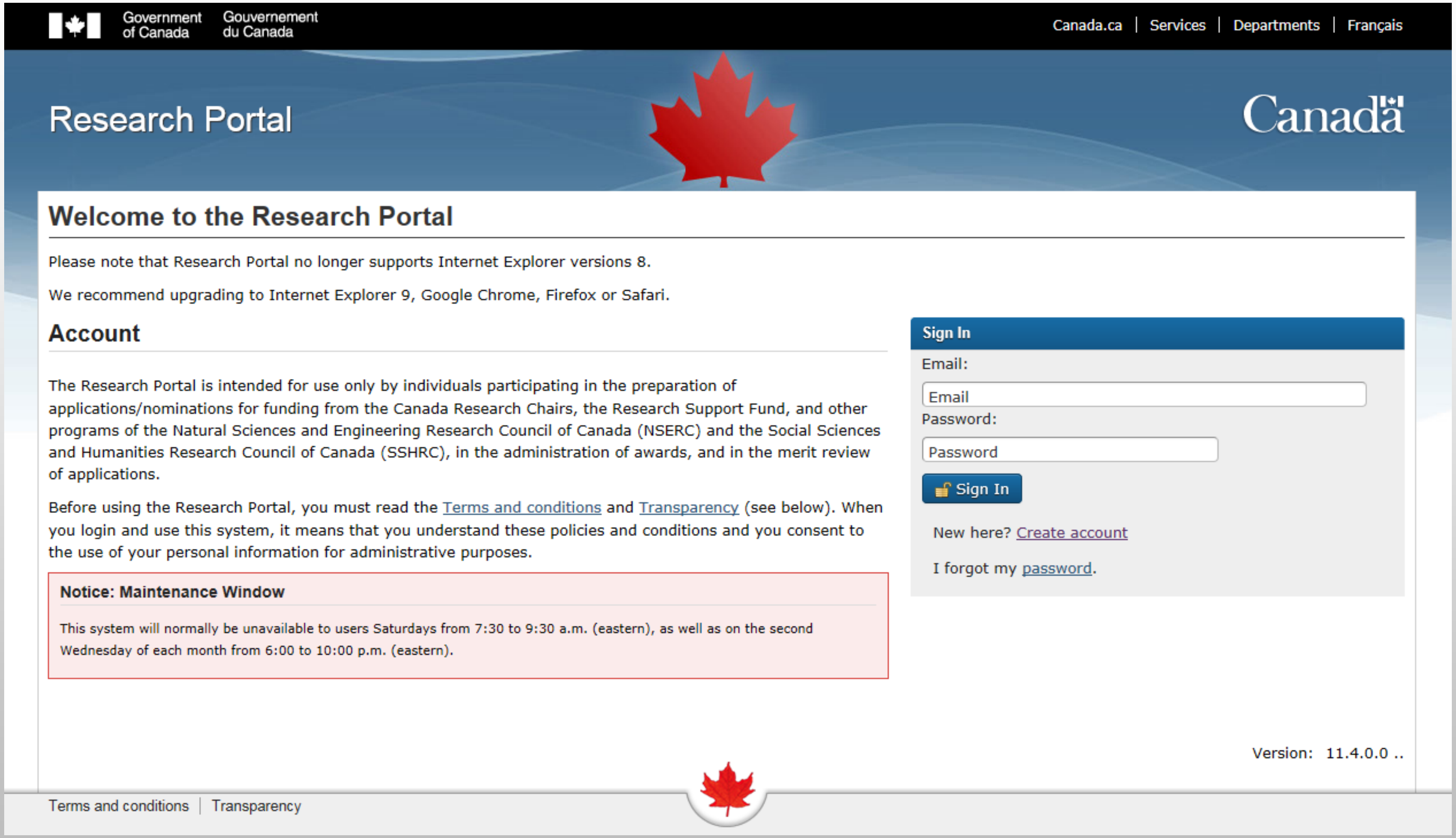

Government of Canada
Gouvernement du Canada
Canada.ca | Services | Departments | Français
Research Portal
Canadä

## Welcome to the Research Portal

Please note that Research Portal no longer supports Internet Explorer versions 8.

We recommend upgrading to Internet Explorer 9, Google Chrome, Firefox or Safari.

### Account

The Research Portal is intended for use only by individuals participating in the preparation of applications/nominations for funding from the Canada Research Chairs, the Research Support Fund, and other programs of the Natural Sciences and Engineering Research Council of Canada (NSERC) and the Social Sciences and Humanities Research Council of Canada (SSHRC), in the administration of awards, and in the merit review of applications.

Before using the Research Portal, you must read the Terms and conditions and Transparency (see below). When you login and use this system, it means that you understand these policies and conditions and you consent to the use of your personal information for administrative purposes.

**Notice: Maintenance Window**

This system will normally be unavailable to users Saturdays from 7:30 to 9:30 a.m. (eastern), as well as on the second Wednesday of each month from 6:00 to 10:00 p.m. (eastern).

Sign In
Email:
Email
Password:
Password
Sign In

New here? Create account

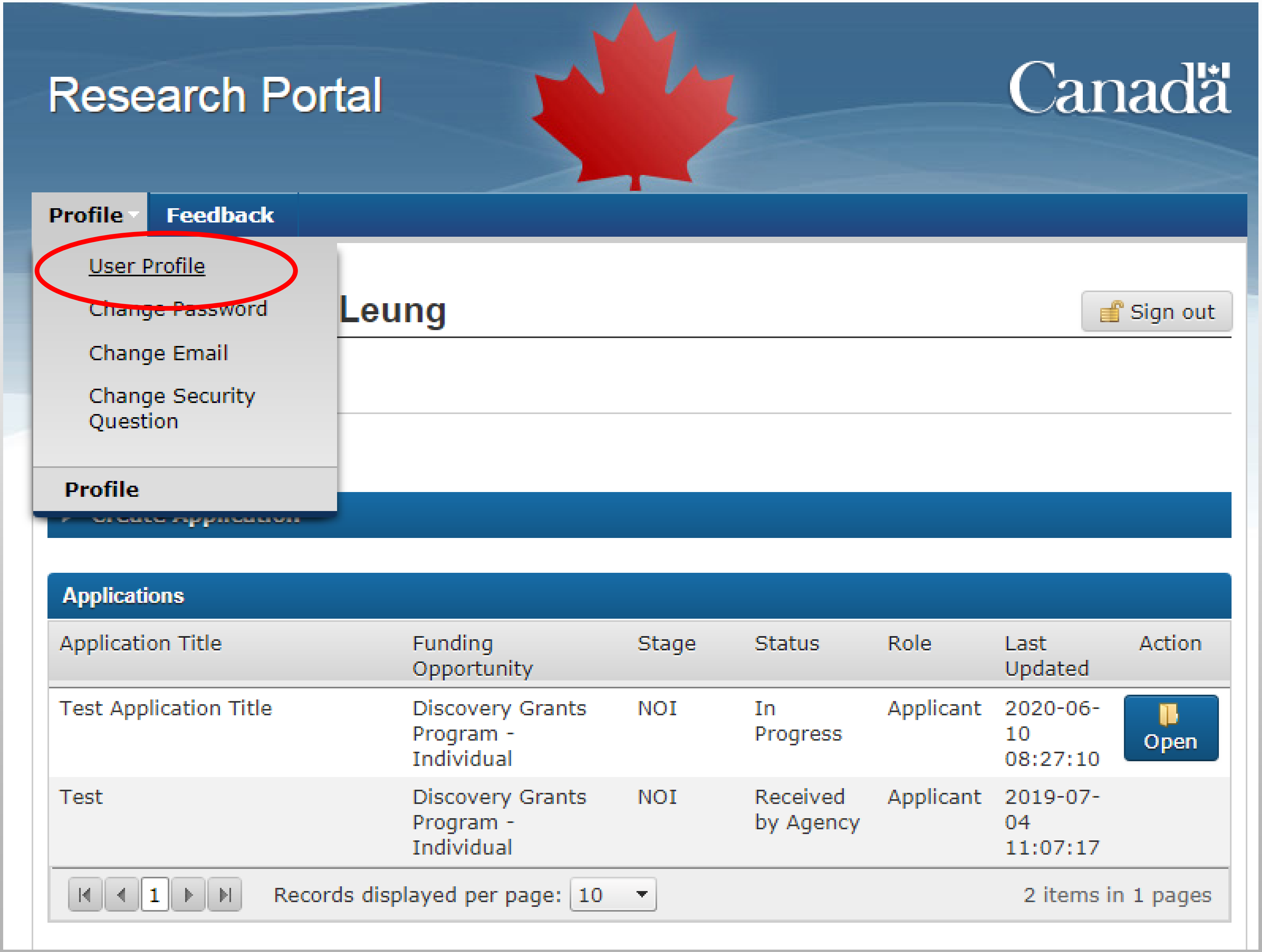
I forgot my password.

Version: 11.4.0.0 ..

Terms and conditions | Transparency

https://portal-portail.nserc-crsng.gc.ca/s/login.aspx

# Collection of Self-Identification Data



Research Portal
Canada
Profile
Feedback
User Profile
Change Password
Change Email
Change Security Question
Profile
Leung
Sign out
Create Application
Applications
Open

| Application Title | Funding Opportunity | Stage | Status | Role | Last Updated | Action |
|---|---|---|---|---|---|---|
| Test Application Title | Discovery Grants Program - Individual | NOI | In Progress | Applicant | 2020-06-10 08:27:10 | Open |
| Test | Discovery Grants Program - Individual | NOI | Received by Agency | Applicant | 2019-07-04 11:07:17 | |

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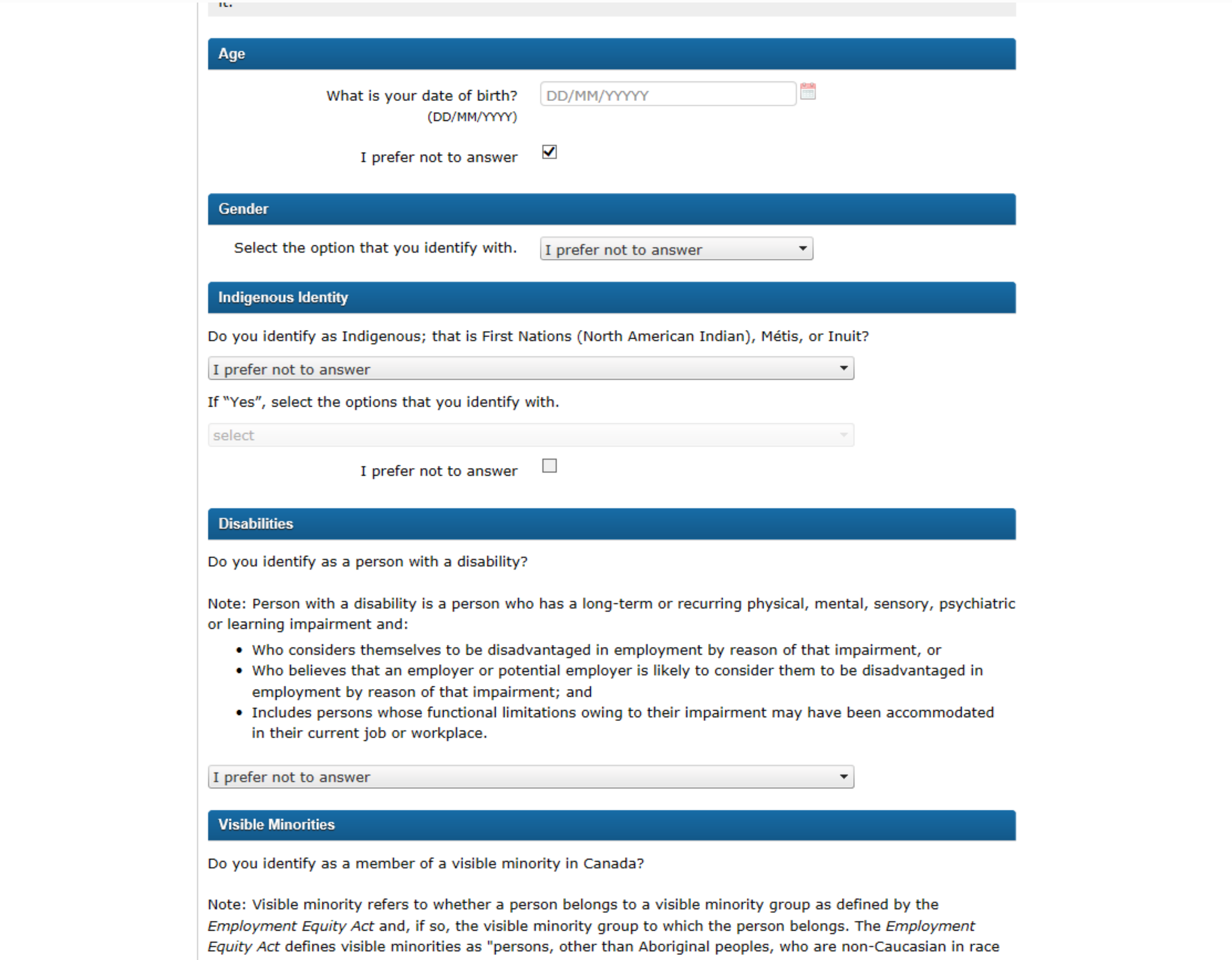
2 items in 1 pages

# Collection of Self-Identification Data



**Age**

What is your date of birth? (DD/MM/YYYY): DD/MM/YYYY

I prefer not to answer ☑

**Gender**

Select the option that you identify with.: I prefer not to answer

**Indigenous Identity**

Do you identify as Indigenous; that is First Nations (North American Indian), Métis, or Inuit?

I prefer not to answer

If "Yes", select the options that you identify with.

select

I prefer not to answer ☐

**Disabilities**

Do you identify as a person with a disability?

Note: Person with a disability is a person who has a long-term or recurring physical, mental, sensory, psychiatric or learning impairment and:

- Who considers themselves to be disadvantaged in employment by reason of that impairment, or
- Who believes that an employer or potential employer is likely to consider them to be disadvantaged in employment by reason of that impairment; and
- Includes persons whose functional limitations owing to their impairment may have been accommodated in their current job or workplace.

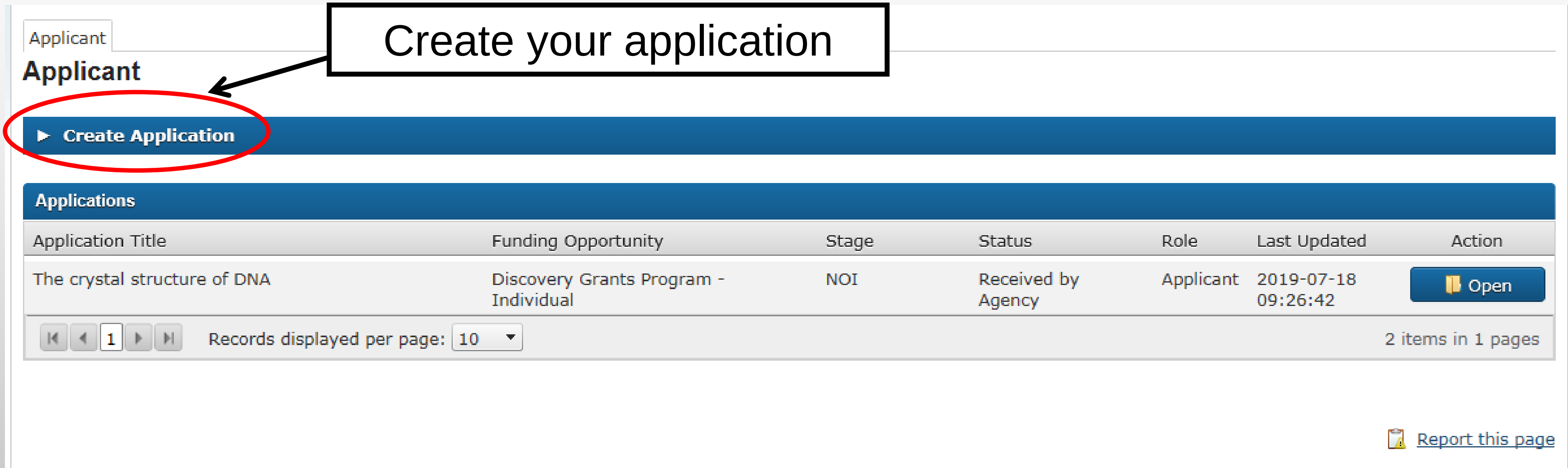
I prefer not to answer

**Visible Minorities**

Do you identify as a member of a visible minority in Canada?

Note: Visible minority refers to whether a person belongs to a visible minority group as defined by the *Employment Equity Act* and, if so, the visible minority group to which the person belongs. The *Employment Equity Act* defines visible minorities as "persons, other than Aboriginal peoples, who are non-Caucasian in race

# Creating an Application



Create your application

Applicant

**Applicant**

▶ Create Application

**Applications**

| Application Title | Funding Opportunity | Stage | Status | Role | Last Updated | Action |
|---|---|---|---|---|---|---|
| The crystal structure of DNA | Discovery Grants Program - Individual | NOI | Received by Agency | Applicant | 2019-07-18 09:26:42 | Open |

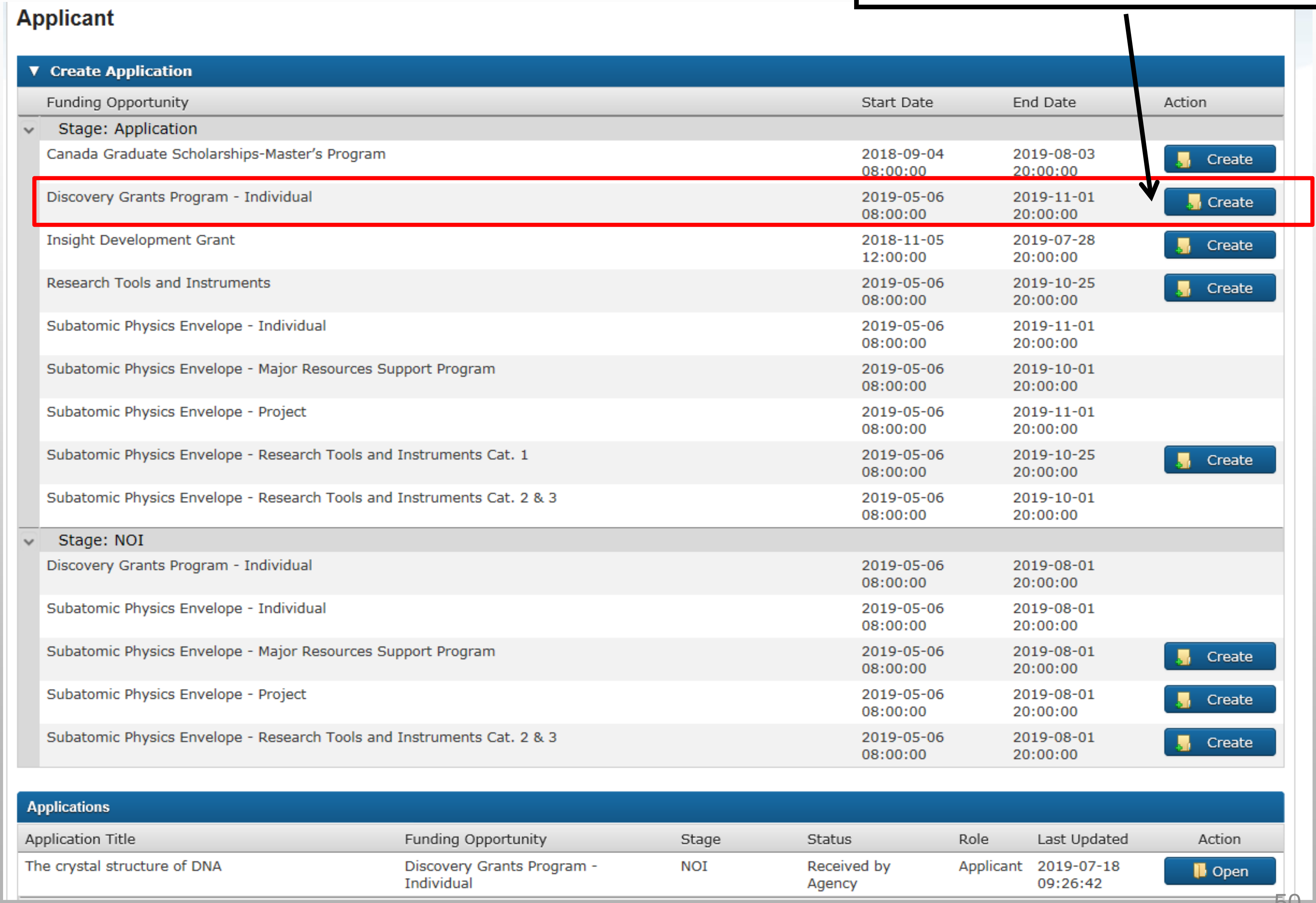
Records displayed per page: 10

2 items in 1 pages

Report this page

# Creating an Application

Click to create application



## Applicant

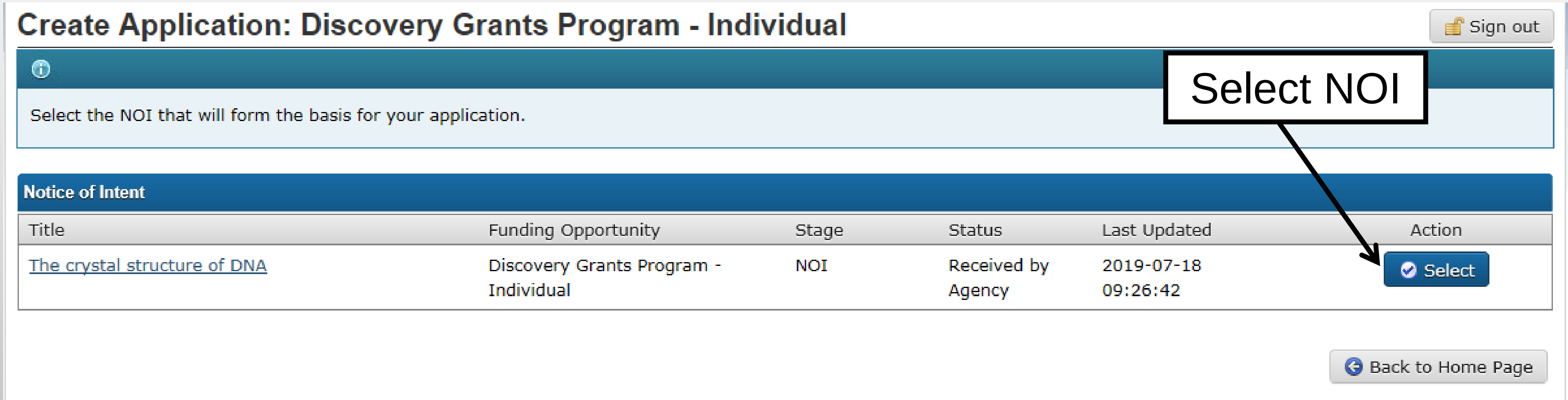
**▼ Create Application**

| Funding Opportunity | Start Date | End Date | Action |
|---|---|---|---|
| Stage: Application | | | |
| Canada Graduate Scholarships-Master's Program | 2018-09-04 08:00:00 | 2019-08-03 20:00:00 | Create |
| Discovery Grants Program - Individual | 2019-05-06 08:00:00 | 2019-11-01 20:00:00 | Create |
| Insight Development Grant | 2018-11-05 12:00:00 | 2019-07-28 20:00:00 | Create |
| Research Tools and Instruments | 2019-05-06 08:00:00 | 2019-10-25 20:00:00 | Create |
| Subatomic Physics Envelope - Individual | 2019-05-06 08:00:00 | 2019-11-01 20:00:00 | |
| Subatomic Physics Envelope - Major Resources Support Program | 2019-05-06 08:00:00 | 2019-10-01 20:00:00 | |
| Subatomic Physics Envelope - Project | 2019-05-06 08:00:00 | 2019-11-01 20:00:00 | |
| Subatomic Physics Envelope - Research Tools and Instruments Cat. 1 | 2019-05-06 08:00:00 | 2019-10-25 20:00:00 | Create |
| Subatomic Physics Envelope - Research Tools and Instruments Cat. 2 & 3 | 2019-05-06 08:00:00 | 2019-10-01 20:00:00 | |
| Stage: NOI | | | |
| Discovery Grants Program - Individual | 2019-05-06 08:00:00 | 2019-08-01 20:00:00 | |
| Subatomic Physics Envelope - Individual | 2019-05-06 08:00:00 | 2019-08-01 20:00:00 | |
| Subatomic Physics Envelope - Major Resources Support Program | 2019-05-06 08:00:00 | 2019-08-01 20:00:00 | Create |
| Subatomic Physics Envelope - Project | 2019-05-06 08:00:00 | 2019-08-01 20:00:00 | Create |
| Subatomic Physics Envelope - Research Tools and Instruments Cat. 2 & 3 | 2019-05-06 08:00:00 | 2019-08-01 20:00:00 | Create |

**Applications**

| Application Title | Funding Opportunity | Stage | Status | Role | Last Updated | Action |
|---|---|---|---|---|---|---|
| The crystal structure of DNA | Discovery Grants Program - Individual | NOI | Received by Agency | Applicant | 2019-07-18 09:26:42 | Open |

# Creating an Application



## Create Application: Discovery Grants Program - Individual

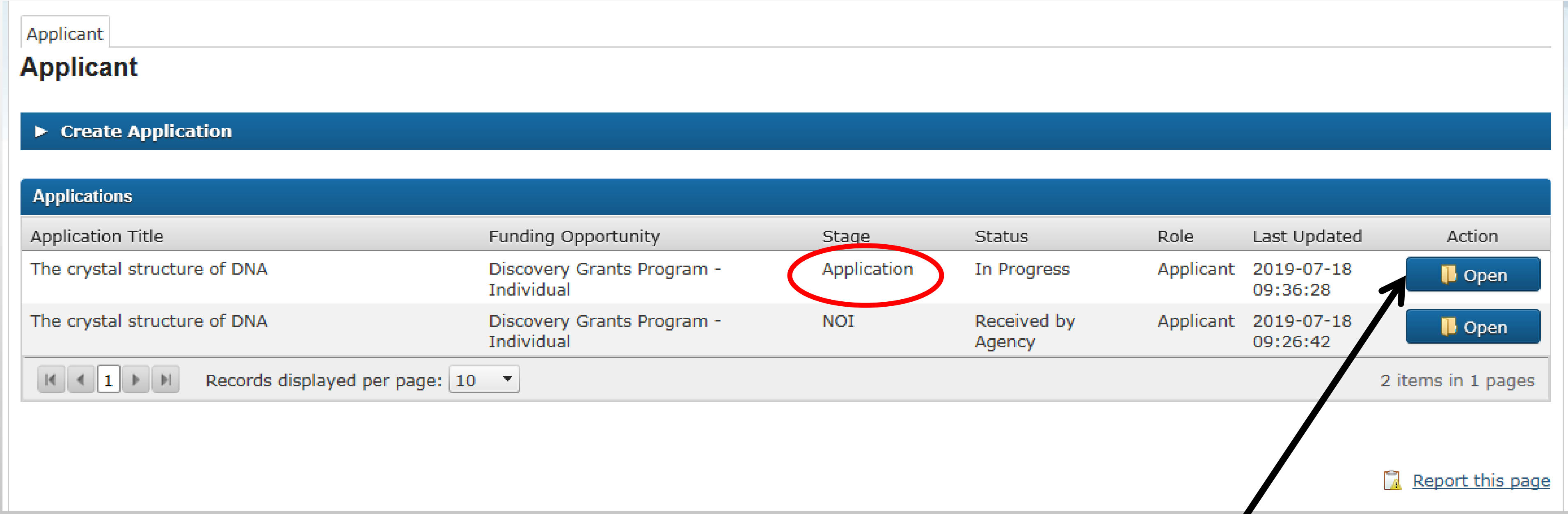
Select the NOI that will form the basis for your application.

**Notice of Intent**

| Title | Funding Opportunity | Stage | Status | Last Updated | Action |
|---|---|---|---|---|---|
| The crystal structure of DNA | Discovery Grants Program - Individual | NOI | Received by Agency | 2019-07-18 09:26:42 | Select |

Select NOI

# Creating an Application



Applicant

**Applicant**

▶ **Create Application**

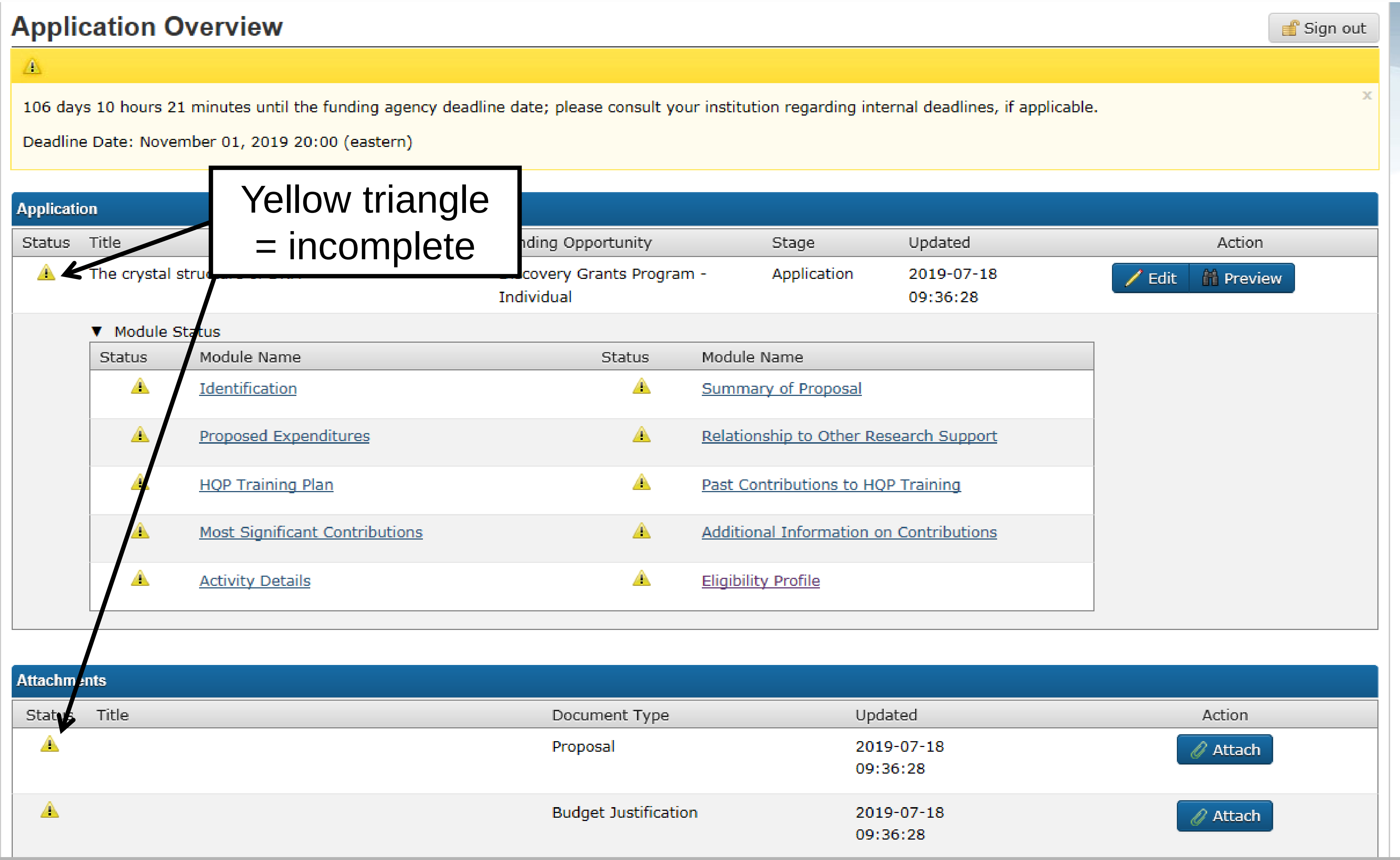
**Applications**

| Application Title | Funding Opportunity | Stage | Status | Role | Last Updated | Action |
|---|---|---|---|---|---|---|
| The crystal structure of DNA | Discovery Grants Program - Individual | Application | In Progress | Applicant | 2019-07-18 09:36:28 | Open |
| The crystal structure of DNA | Discovery Grants Program - Individual | NOI | Received by Agency | Applicant | 2019-07-18 09:26:42 | Open |

1
Records displayed per page: 10
2 items in 1 pages
Report this page

Click “Open” to edit your application

# Navigating the research portal



## Application Overview

⚠

106 days 10 hours 21 minutes until the funding agency deadline date; please consult your institution regarding internal deadlines, if applicable.

Deadline Date: November 01, 2019 20:00 (eastern)

Yellow triangle = incomplete

**Application**

| Status | Title | nding Opportunity | Stage | Updated | Action |
|---|---|---|---|---|---|
| ⚠ | The crystal stru | covery Grants Program - Individual | Application | 2019-07-18 09:36:28 | Edit Preview |

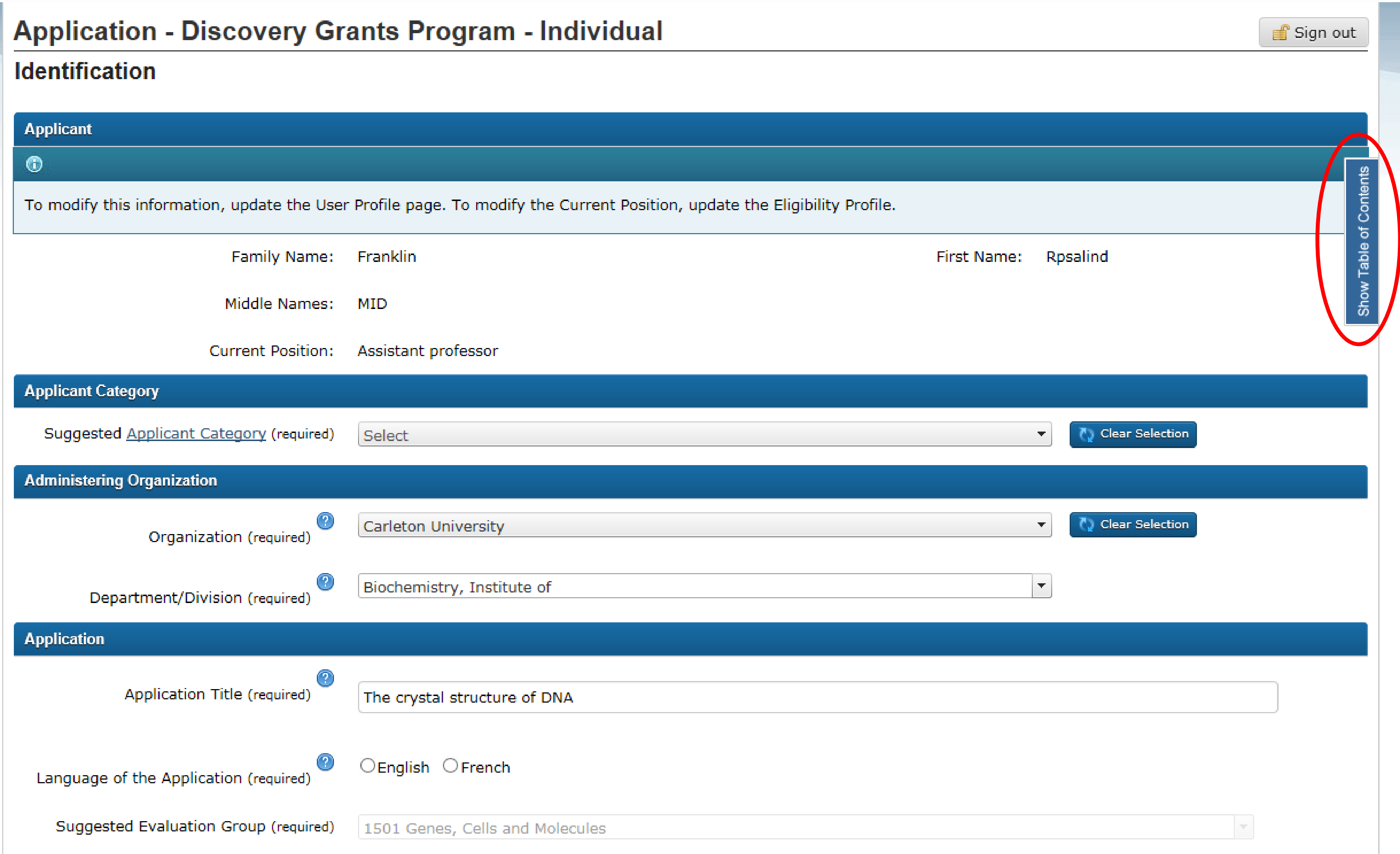
▼ Module Status

| 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 |

**Attachments**

| Status | Title | Document Type | Updated | Action |
|---|---|---|---|---|
| ⚠ | | Proposal | 2019-07-18 09:36:28 | Attach |
| ⚠ | | Budget Justification | 2019-07-18 09:36:28 | Attach |

# Identification



## 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: | Franklin | First Name: | Rpsalind |
| Middle Names: | MID | | |
| Current Position: | Assistant professor | | |

**Applicant Category**

Suggested Applicant Category (required): Select

**Administering Organization**

Organization (required): Carleton University

Department/Division (required): Biochemistry, Institute of

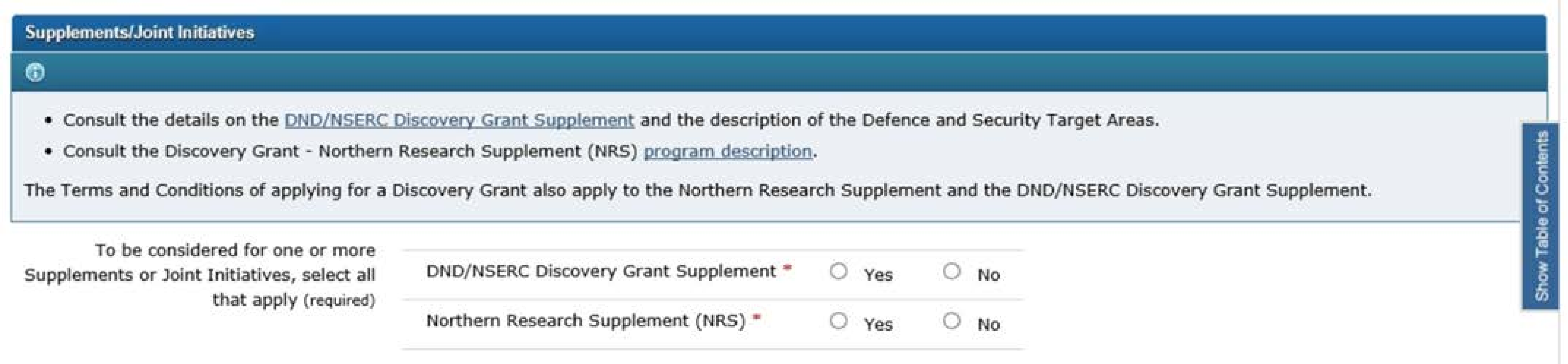
**Application**

Application Title (required): The crystal structure of DNA

Language of the Application (required): ○English ○French

Suggested Evaluation Group (required): 1501 Genes, Cells and Molecules

# Supplements/Joint Initiatives



**Supplements/Joint Initiatives**

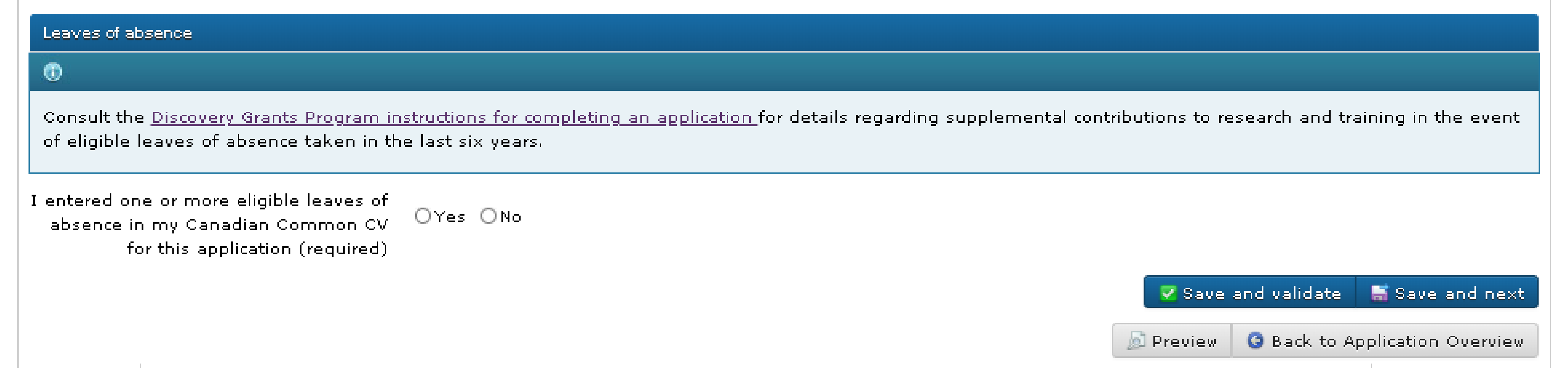
- Consult the details on the DND/NSERC Discovery Grant Supplement and the description of the Defence and Security Target Areas.
- Consult the Discovery Grant - Northern Research Supplement (NRS) program description.

The Terms and Conditions of applying for a Discovery Grant also apply to the Northern Research Supplement and the DND/NSERC Discovery Grant Supplement.

| | | | |
|---|---|---|---|
| To be considered for one or more Supplements or Joint Initiatives, select all that apply (required) | DND/NSERC Discovery Grant Supplement * | ○ Yes | ○ No |
| | Northern Research Supplement (NRS) * | ○ Yes | ○ No |

*DND: Department of National Defence

# Leaves of absence



Leaves of absence

Consult the Discovery Grants Program instructions for completing an application for details regarding supplemental contributions to research and training in the event of eligible leaves of absence taken in the last six years.

I entered one or more eligible leaves of absence in my Canadian Common CV for this application (required) ○ Yes ○ No

Save and validate
Save and next
Preview
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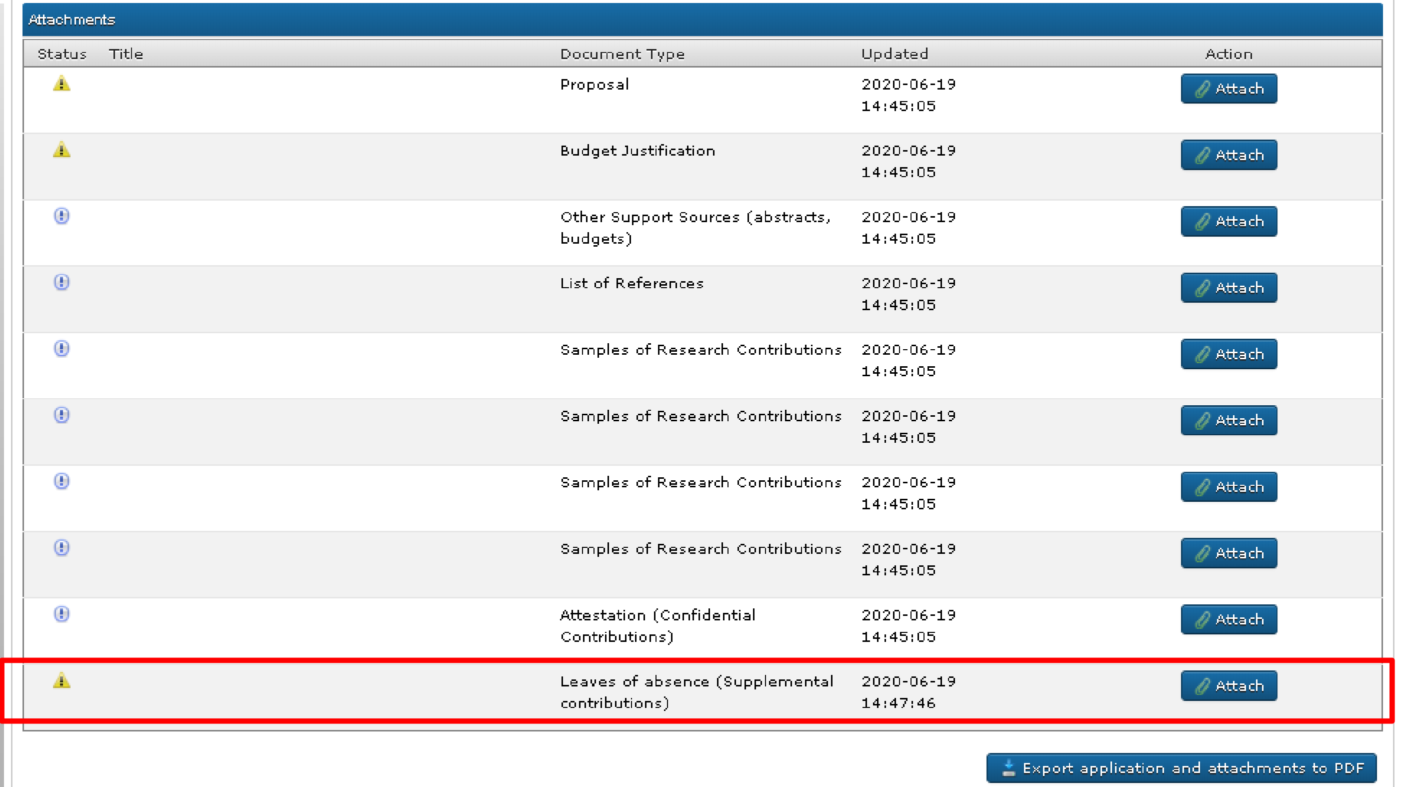
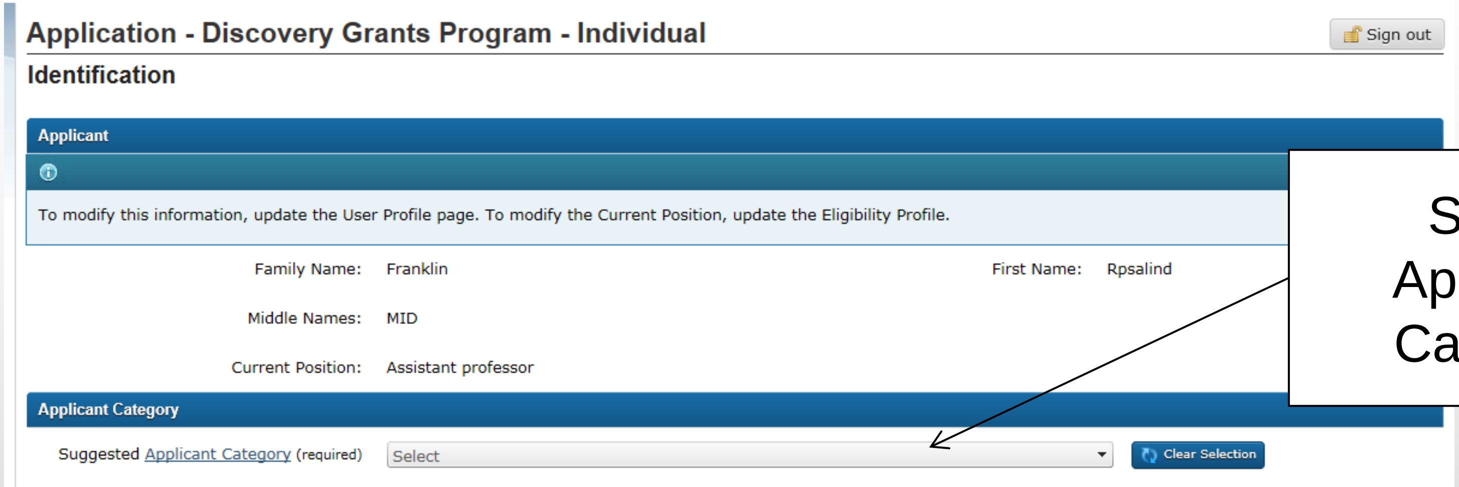


Attachments

| Status | Title | Document Type | Updated | Action |
|---|---|---|---|---|
| ⚠ | | Proposal | 2020-06-19<br>14:45:05 | Attach |
| ⚠ | | Budget Justification | 2020-06-19<br>14:45:05 | Attach |
| ! | | Other Support Sources (abstracts, budgets) | 2020-06-19<br>14:45:05 | Attach |
| ! | | List of References | 2020-06-19<br>14:45:05 | Attach |
| ! | | Samples of Research Contributions | 2020-06-19<br>14:45:05 | Attach |
| ! | | Samples of Research Contributions | 2020-06-19<br>14:45:05 | Attach |
| ! | | Samples of Research Contributions | 2020-06-19<br>14:45:05 | Attach |
| ! | | Samples of Research Contributions | 2020-06-19<br>14:45:05 | Attach |
| ! | | Attestation (Confidential Contributions) | 2020-06-19<br>14:45:05 | Attach |
| ⚠ | | Leaves of absence (Supplemental contributions) | 2020-06-19<br>14:47:46 | Attach |

Export application and attachments to PDF

# Selecting Applicant category



## Application - Discovery Grants Program - Individual

### Identification

**Applicant**

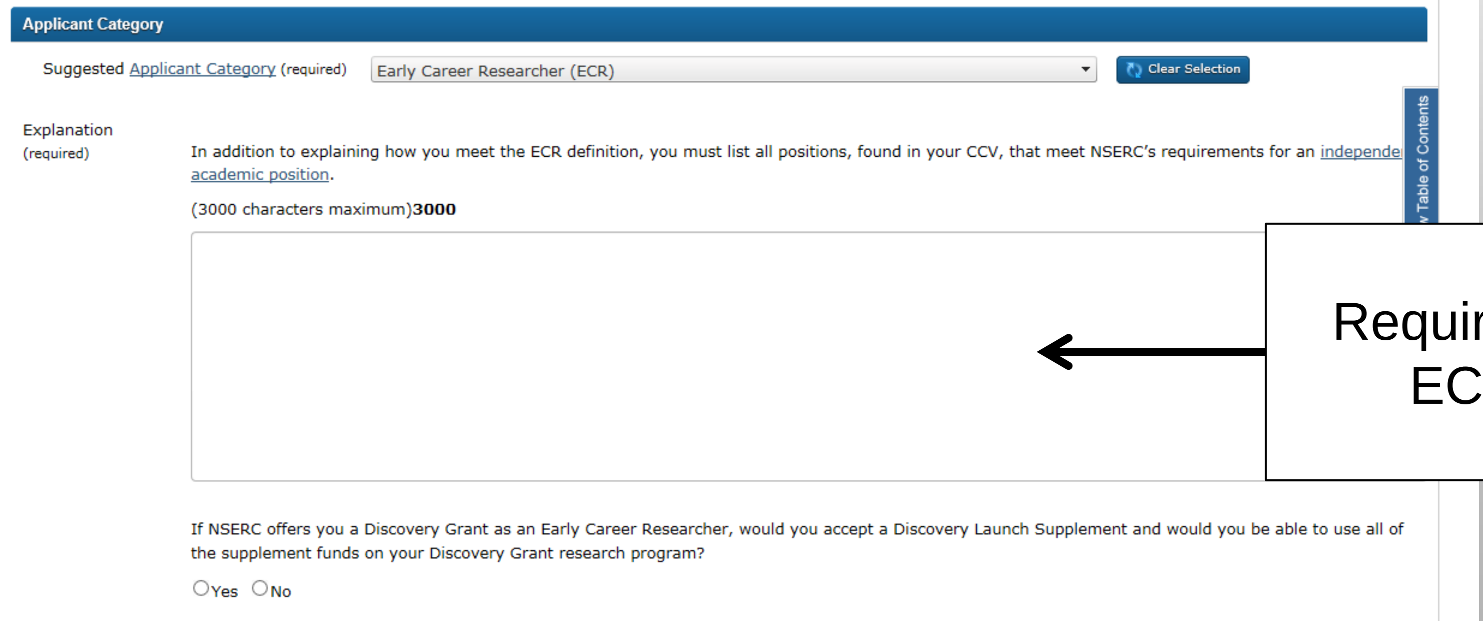
To modify this information, update the User Profile page. To modify the Current Position, update the Eligibility Profile.

Family Name: Franklin
First Name: Rpsalind
Middle Names: MID
Current Position: Assistant professor

**Applicant Category**

Suggested Applicant Category (required): Select

Select Applicant Category



**Applicant Category**

Suggested Applicant Category (required): Early Career Researcher (ECR)

Explanation (required)

In addition to explaining how you meet the ECR definition, you must list all positions, found in your CCV, that meet NSERC's requirements for an independe academic position.

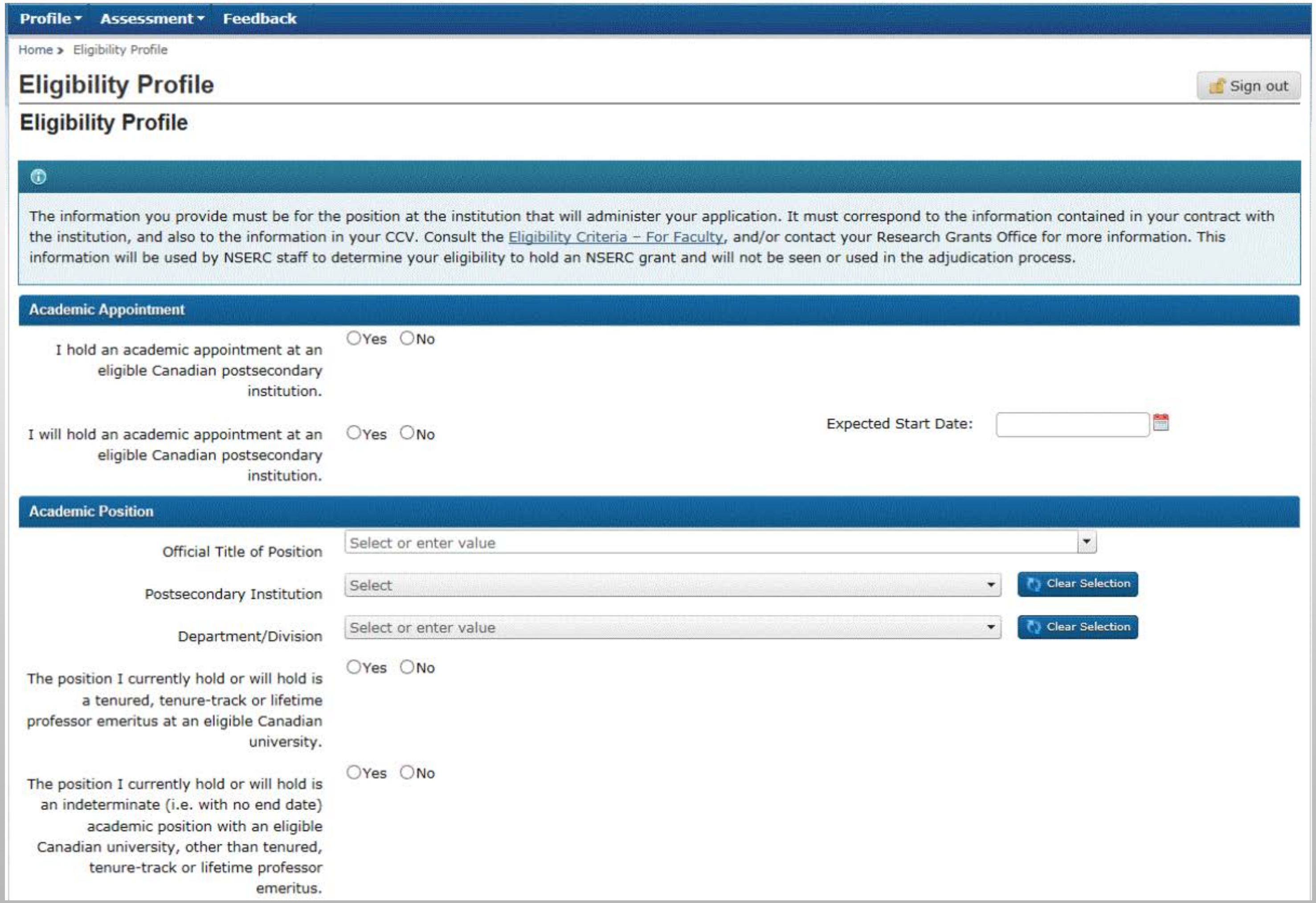
(3000 characters maximum)**3000**

Required for ECRs

If NSERC offers you a Discovery Grant as an Early Career Researcher, would you accept a Discovery Launch Supplement and would you be able to use all of the supplement funds on your Discovery Grant research program?

○ Yes ○ No

# Eligibility Profile



## Eligibility Profile

### Eligibility Profile

The information you provide must be for the position at the institution that will administer your application. It must correspond to the information contained in your contract with the institution, and also to the information in your CCV. Consult the Eligibility Criteria – For Faculty, and/or contact your Research Grants Office for more information. This information will be used by NSERC staff to determine your eligibility to hold an NSERC grant and will not be seen or used in the adjudication process.

**Academic Appointment**

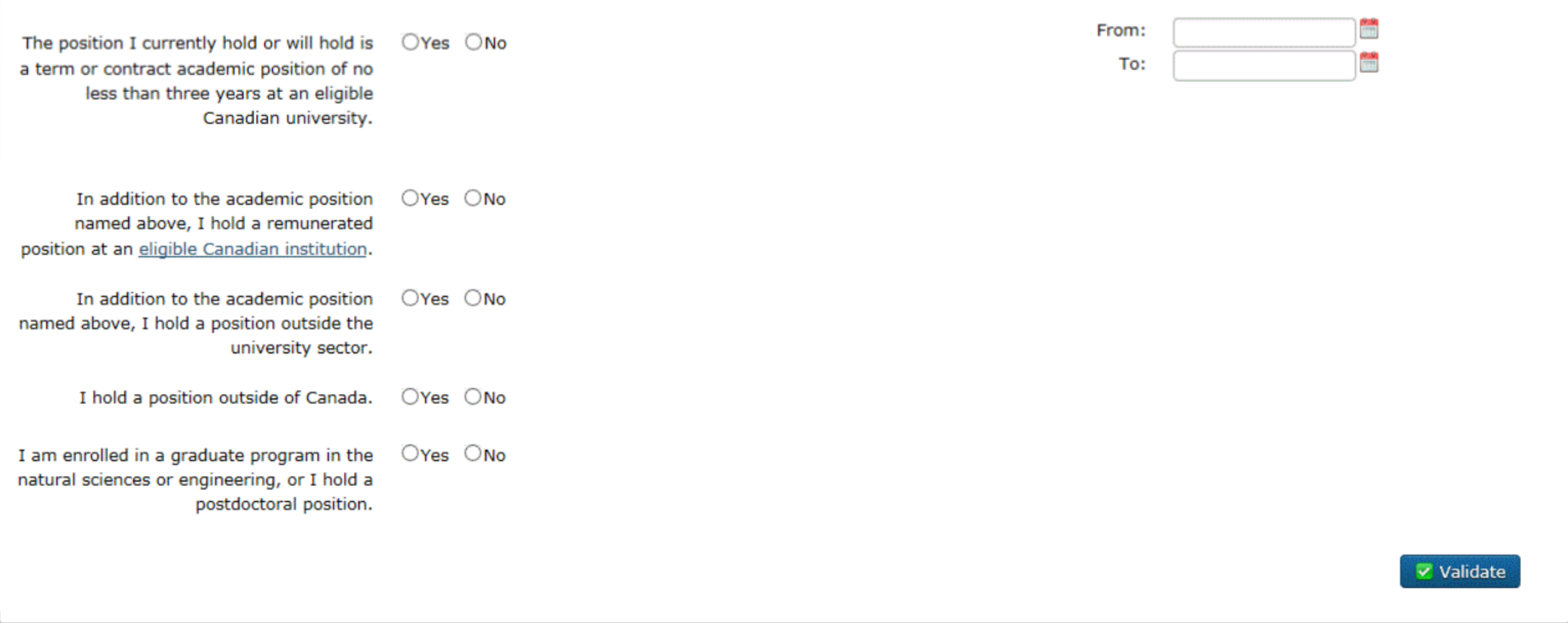
I hold an academic appointment at an eligible Canadian postsecondary institution. ○Yes ○No

I will hold an academic appointment at an eligible Canadian postsecondary institution. ○Yes ○No — Expected Start Date: ☐

**Academic Position**

| | | |
|---|---|---|
| Official Title of Position | Select or enter value ▾ | |
| Postsecondary Institution | Select ▾ | Clear Selection |
| Department/Division | Select or enter value ▾ | Clear Selection |
| The position I currently hold or will hold is a tenured, tenure-track or lifetime professor emeritus at an eligible Canadian university. | ○Yes ○No | |
| The position I currently hold or will hold is an indeterminate (i.e. with no end date) academic position with an eligible Canadian university, other than tenured, tenure-track or lifetime professor emeritus. | ○Yes ○No | |

# Eligibility Profile



The position I currently hold or will hold is a term or contract academic position of no less than three years at an eligible Canadian university. ○Yes ○No

From: ☐

To: ☐

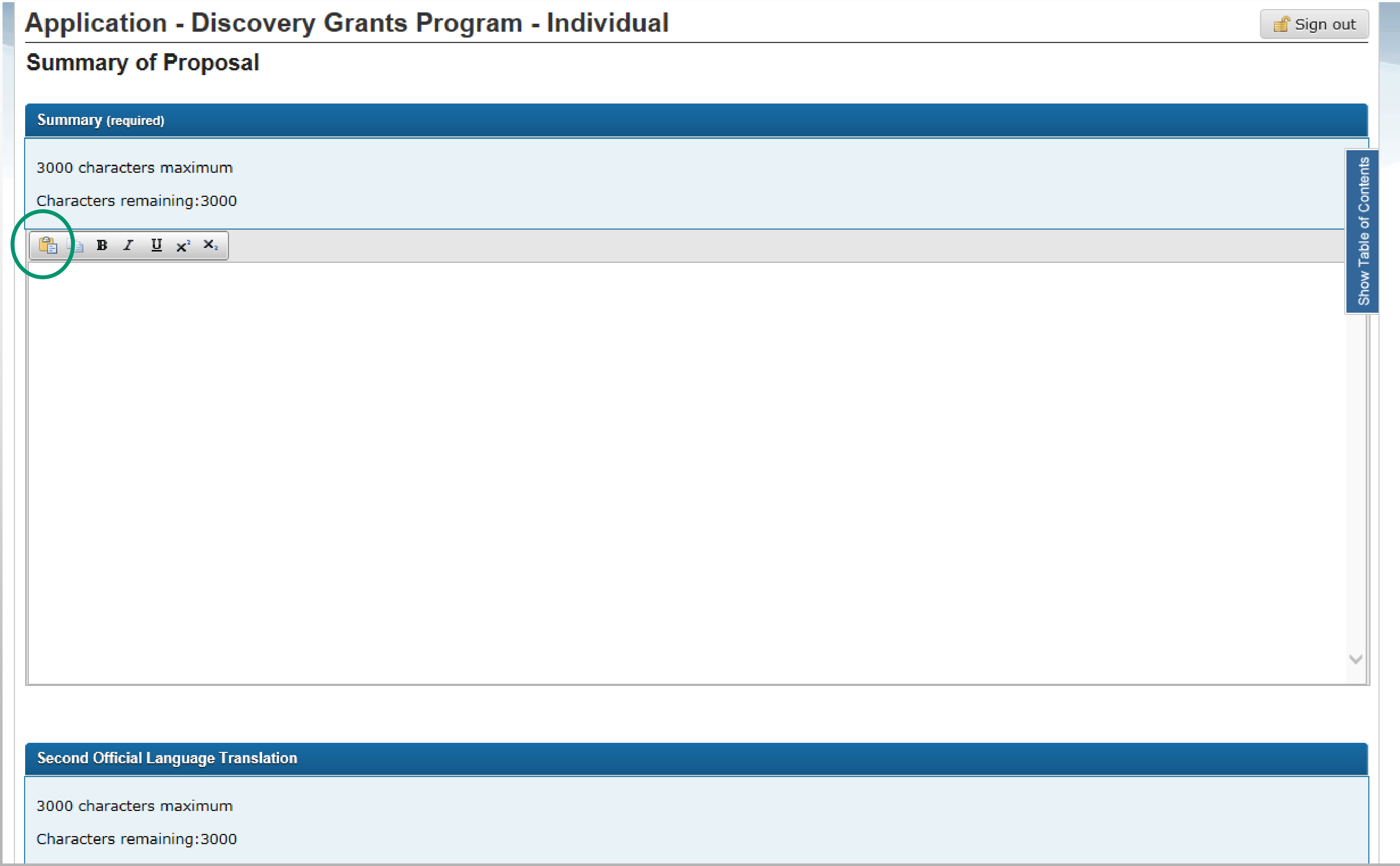
In addition to the academic position named above, I hold a remunerated position at an eligible Canadian institution. ○Yes ○No

In addition to the academic position named above, I hold a position outside the university sector. ○Yes ○No

I hold a position outside of Canada. ○Yes ○No

I am enrolled in a graduate program in the natural sciences or engineering, or I hold a postdoctoral position. ○Yes ○No

# Summary of the proposal



Application - Discovery Grants Program - Individual

Summary of Proposal

**Summary** (required)

3000 characters maximum

Characters remaining:3000

**Second Official Language Translation**

3000 characters maximum

Characters remaining:3000

Sign out
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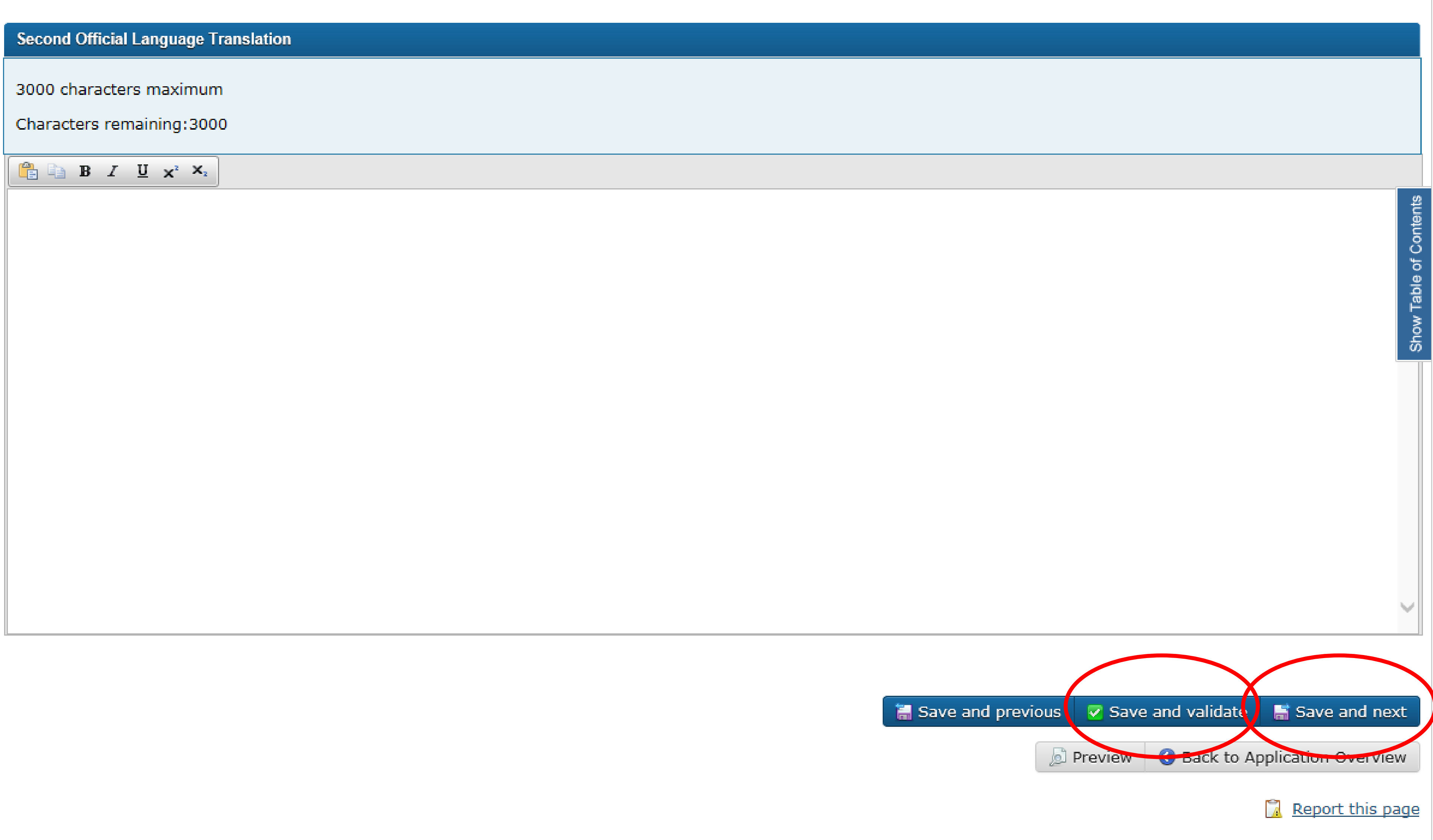
# Summary of the proposal



Second Official Language Translation

3000 characters maximum

Characters remaining:3000

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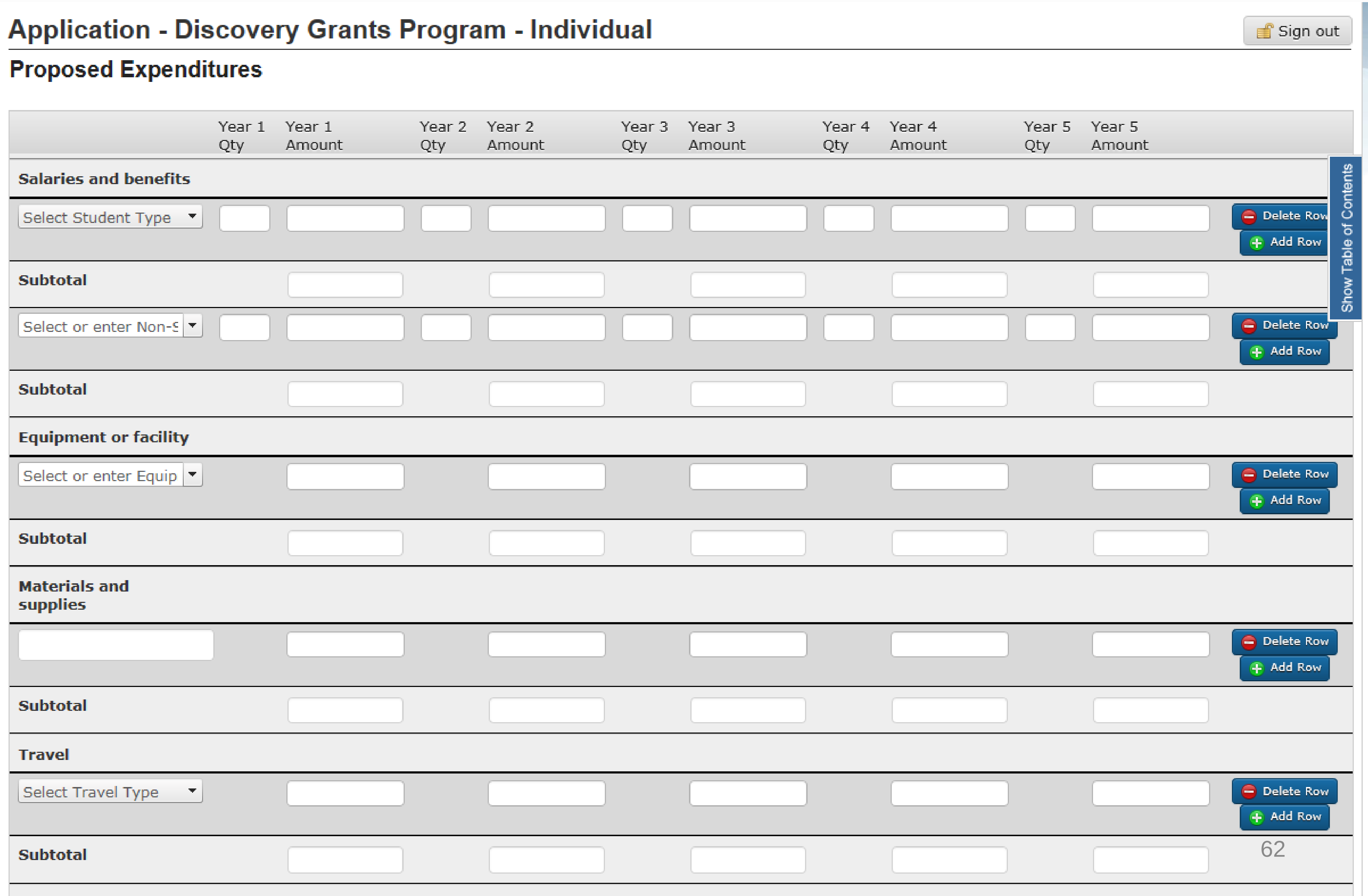
# Proposal Expenditures

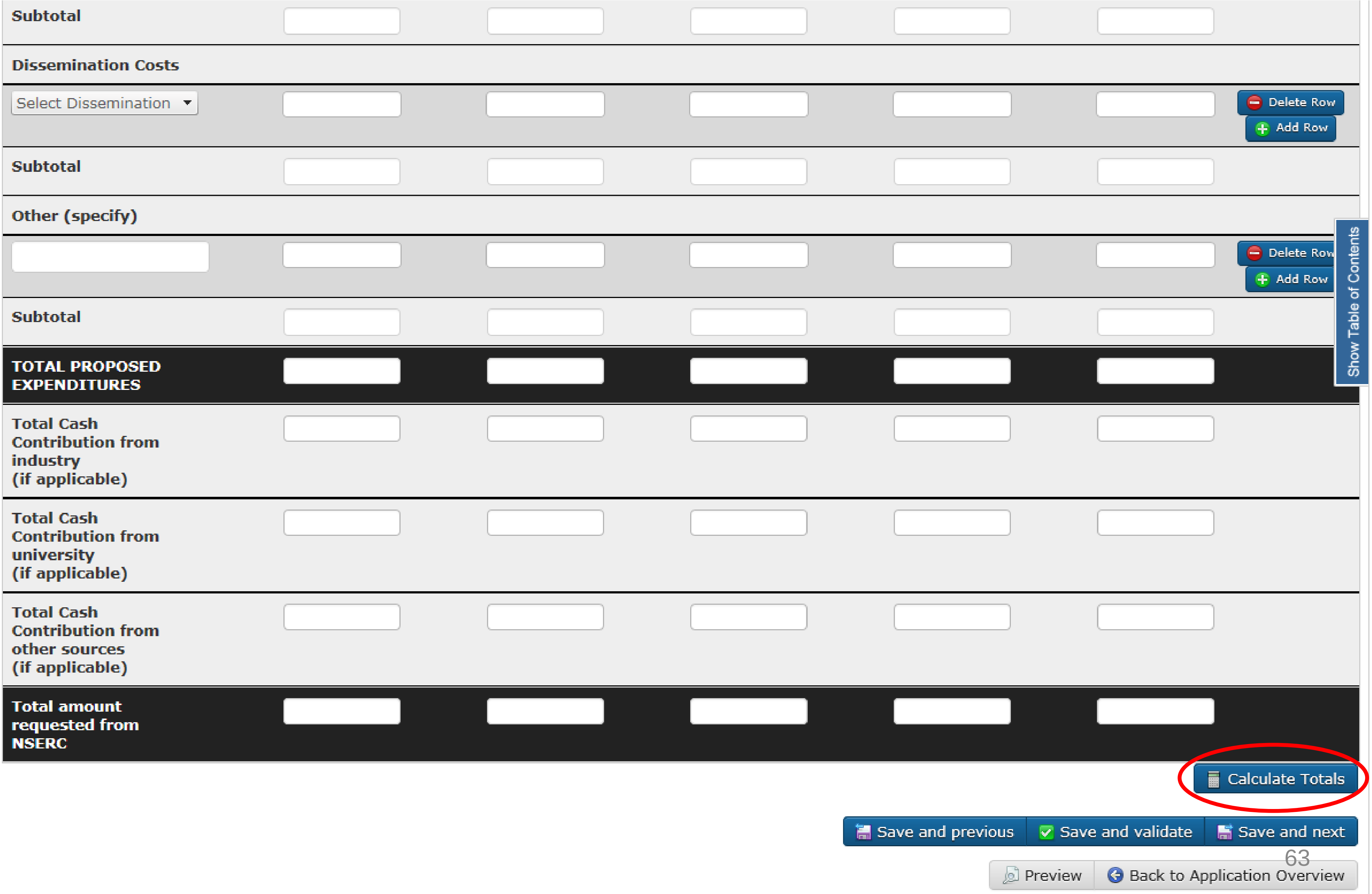


## Application - Discovery Grants Program - Individual

### Proposed Expenditures

| | Year 1 Qty | Year 1 Amount | Year 2 Qty | Year 2 Amount | Year 3 Qty | Year 3 Amount | Year 4 Qty | Year 4 Amount | Year 5 Qty | Year 5 Amount | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **Salaries and benefits** | | | | | | | | | | | |
| Select Student Type ▾ | | | | | | | | | | | Delete Row<br>Add Row |
| **Subtotal** | | | | | | | | | | | |
| Select or enter Non- ▾ | | | | | | | | | | | Delete Row<br>Add Row |
| **Subtotal** | | | | | | | | | | | |
| **Equipment or facility** | | | | | | | | | | | |
| Select or enter Equip ▾ | | | | | | | | | | | Delete Row<br>Add Row |
| **Subtotal** | | | | | | | | | | | |
| **Materials and supplies** | | | | | | | | | | | |
| | | | | | | | | | | | Delete Row<br>Add Row |
| **Subtotal** | | | | | | | | | | | |
| **Travel** | | | | | | | | | | | |
| Select Travel Type ▾ | | | | | | | | | | | Delete Row<br>Add Row |
| **Subtotal** | | | | | | | | | | | |

# Proposal Expenditures



| | | | | | | |
|---|---|---|---|---|---|---|
| **Subtotal** | | | | | | |
| **Dissemination Costs** | | | | | | |
| Select Dissemination ▾ | | | | | | Delete Row<br>Add Row |
| **Subtotal** | | | | | | |
| **Other (specify)** | | | | | | |
| | | | | | | Delete Row<br>Add Row |
| **Subtotal** | | | | | | |
| **TOTAL PROPOSED EXPENDITURES** | | | | | | |
| **Total Cash Contribution from industry (if applicable)** | | | | | | |
| **Total Cash Contribution from university (if applicable)** | | | | | | |
| **Total Cash Contribution from other sources (if applicable)** | | | | | | |
| **Total amount requested from NSERC** | | | | | | |

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Calculate Totals
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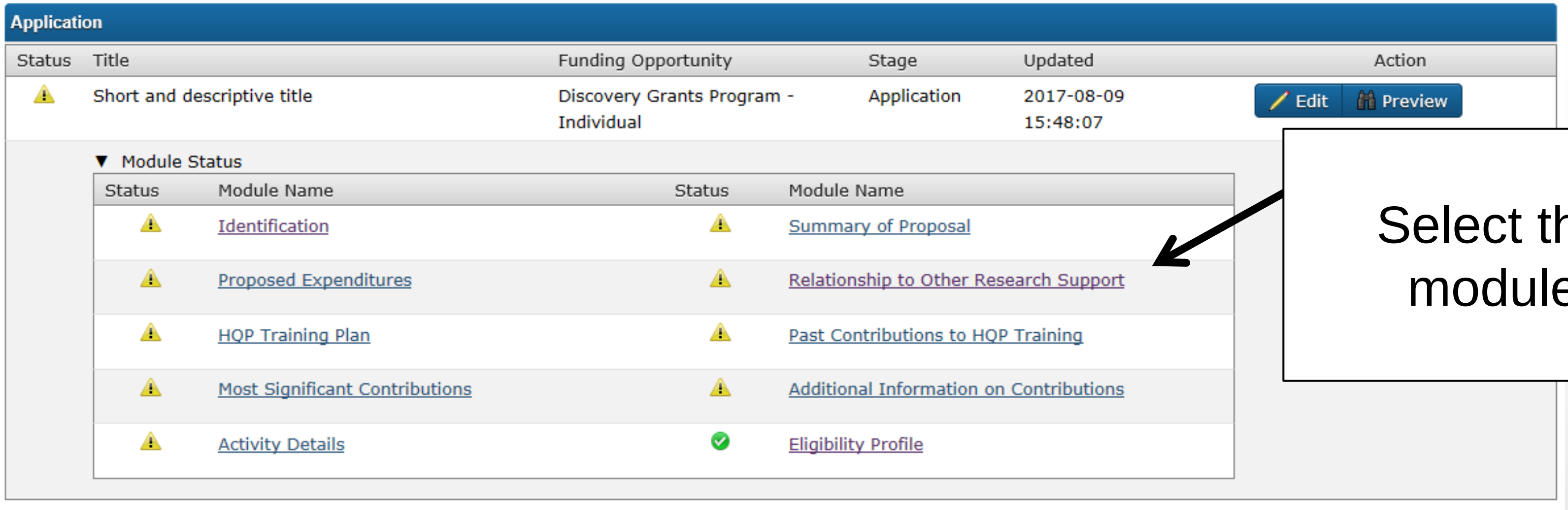


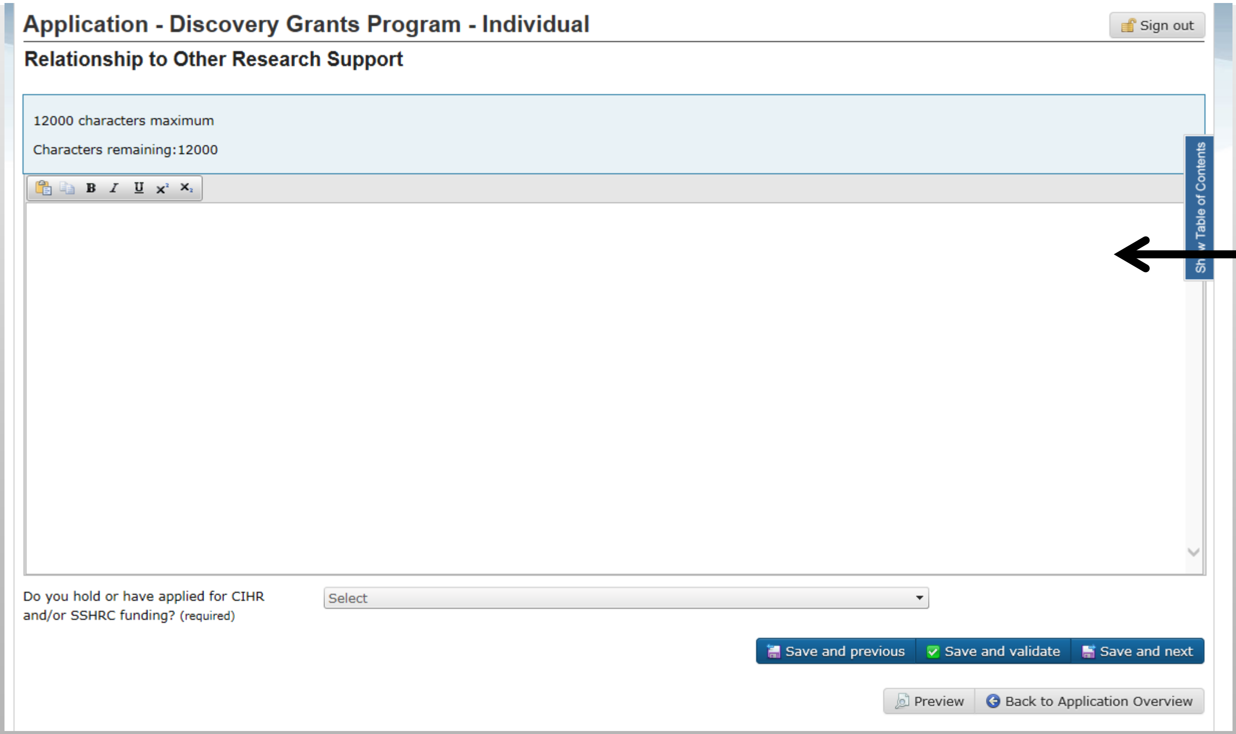
**Application**

| 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



**Application - Discovery Grants Program - Individual**

Sign out

**Relationship to Other Research Support**

12000 characters maximum

Characters remaining:12000

B I U x² x₂
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Do you hold or have applied for CIHR and/or SSHRC funding? (required) Select

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Save and validate
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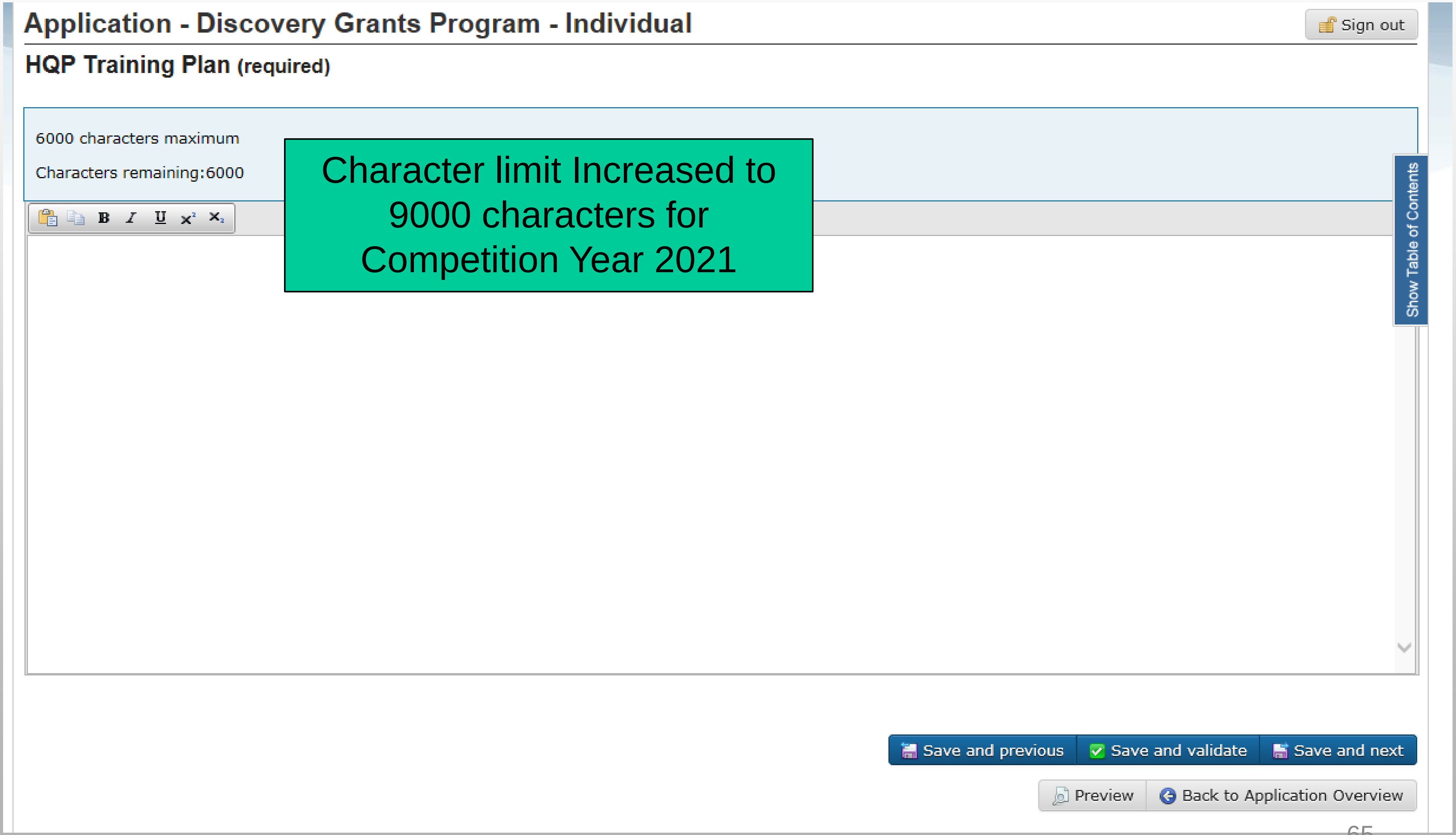
Clear explanation

# Relationship to Other Research Support

# HQP training plan



## Application - Discovery Grants Program - Individual

**HQP Training Plan** (required)

6000 characters maximum

Characters remaining:6000

Character limit Increased to 9000 characters for Competition Year 2021

Sign out
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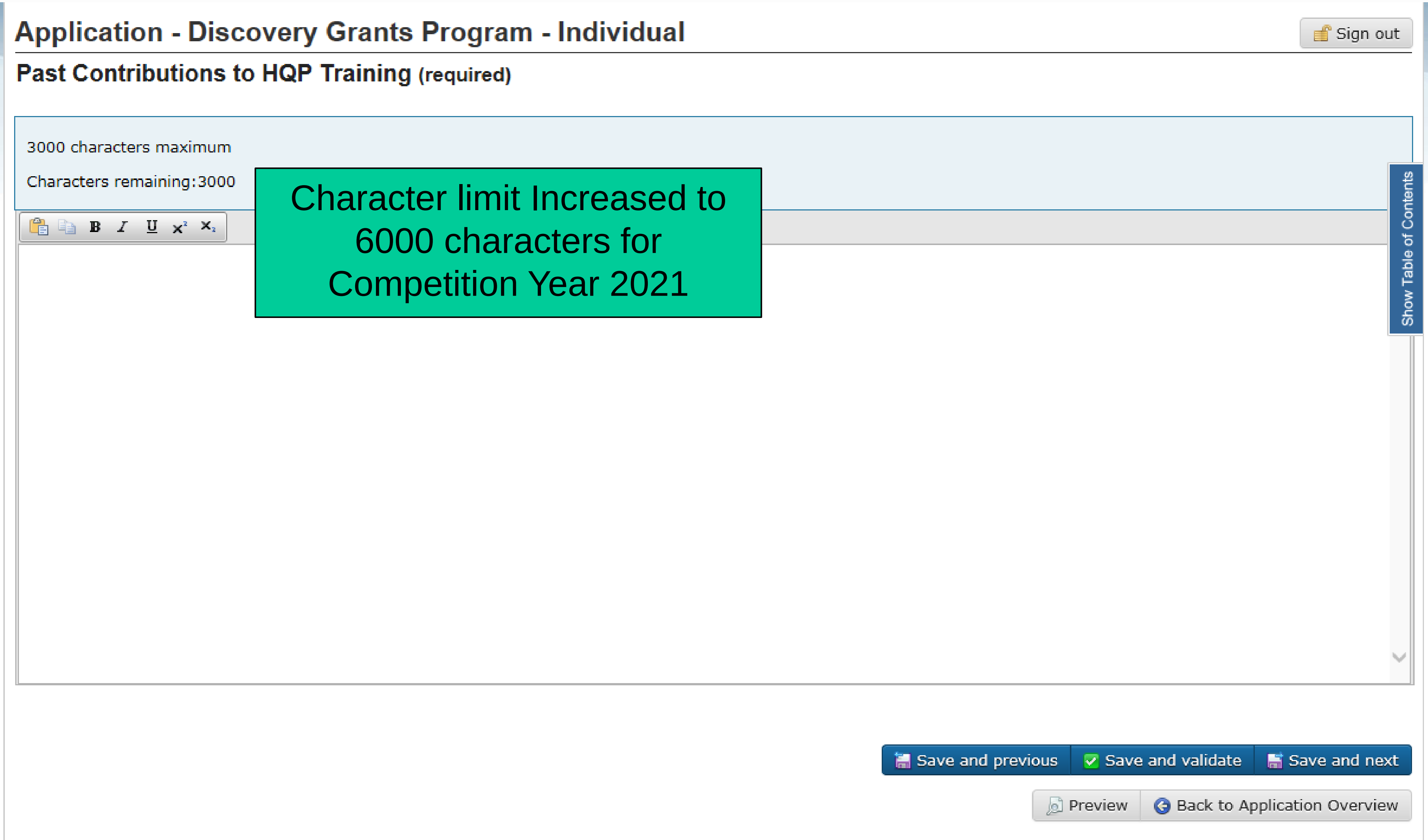
# Past contribution to HQP training



Application - Discovery Grants Program - Individual

Past Contributions to HQP Training (required)

3000 characters maximum

Characters remaining:3000

Character limit Increased to 6000 characters for Competition Year 2021

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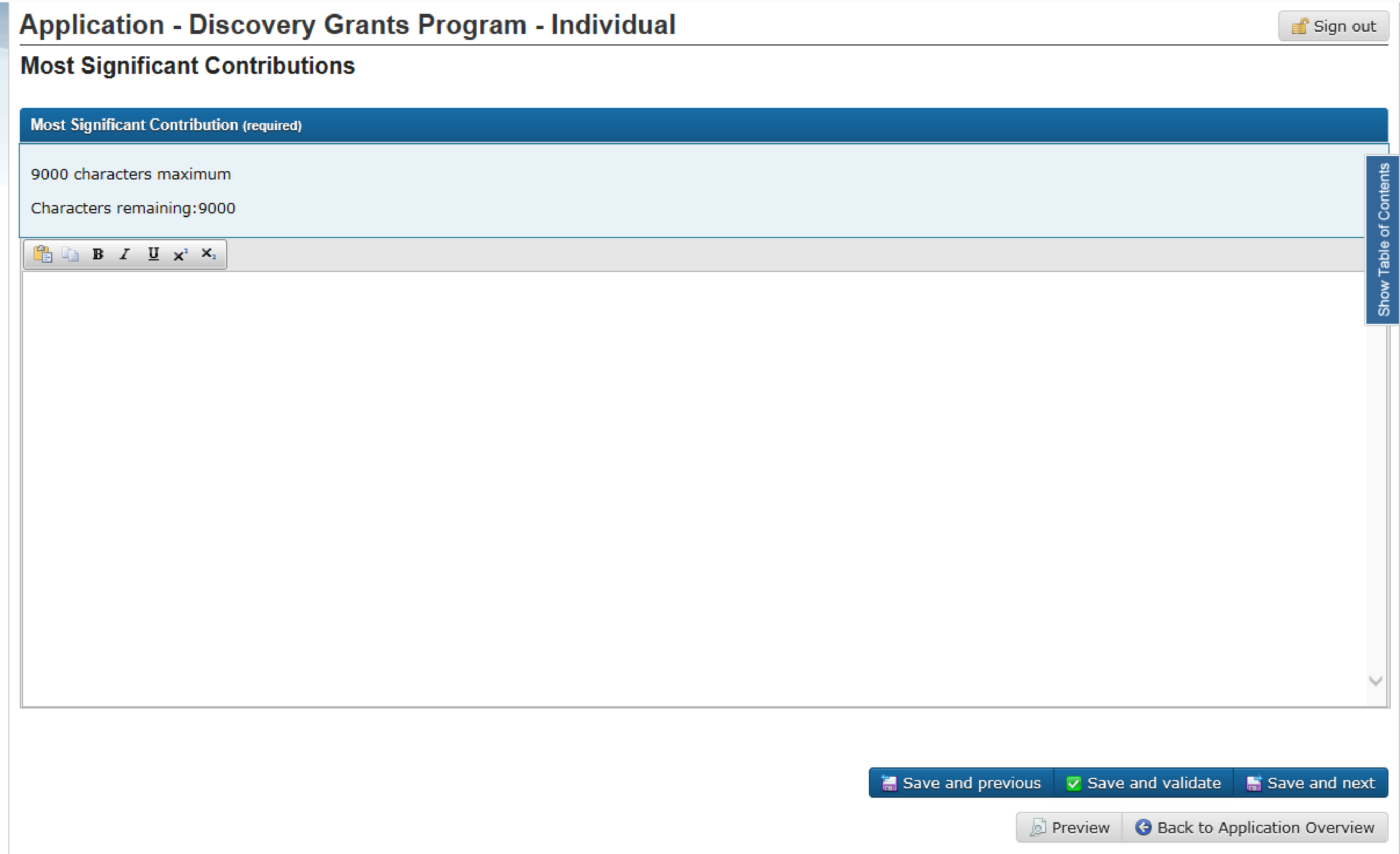
# Most Significant Contributions



Application - Discovery Grants Program - Individual

Most Significant Contributions

**Most Significant Contribution (required)**

9000 characters maximum

Characters remaining:9000

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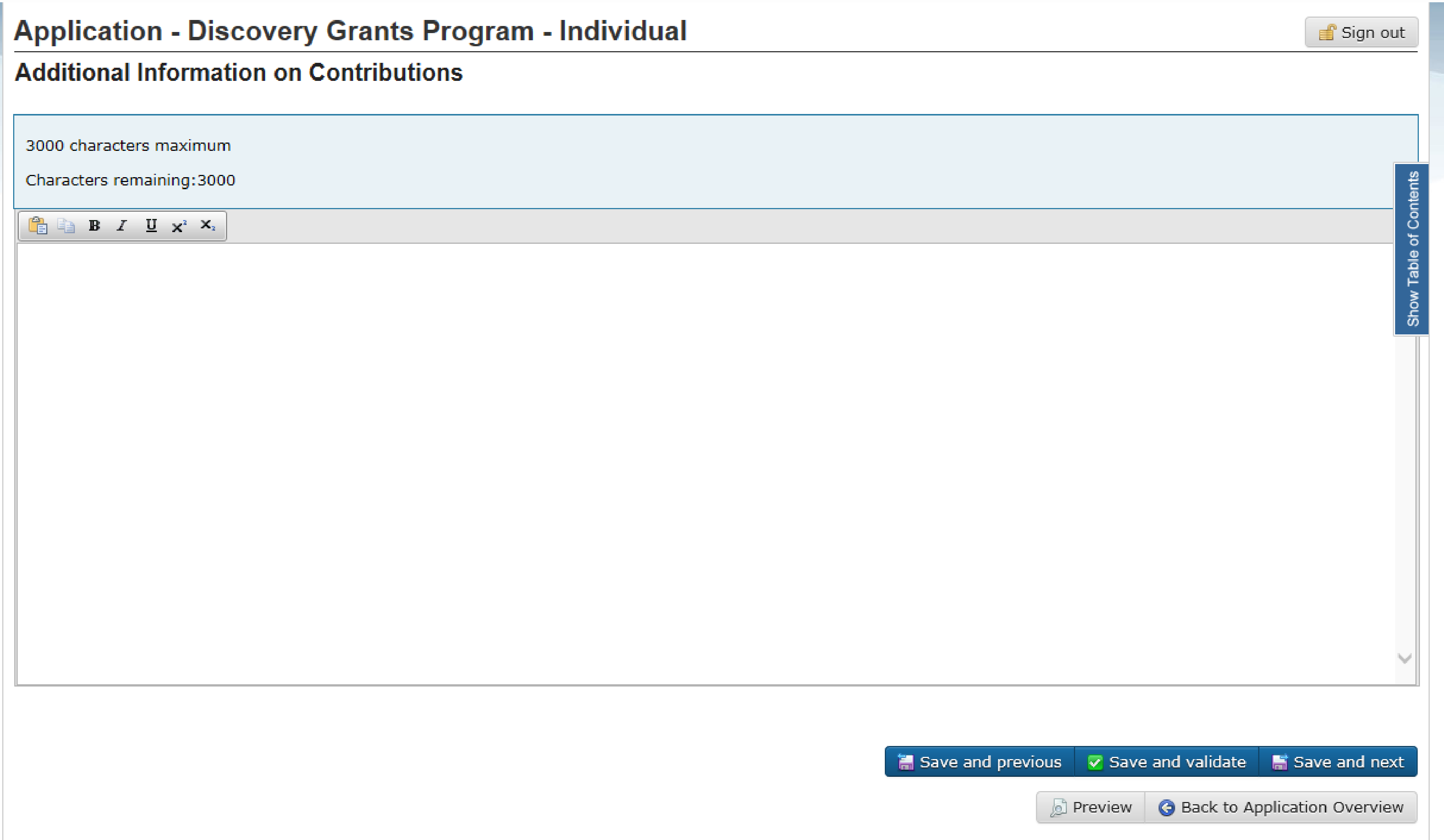
# Additional Information on Contributions



Application - Discovery Grants Program - Individual

Additional Information on Contributions

3000 characters maximum

Characters remaining:3000

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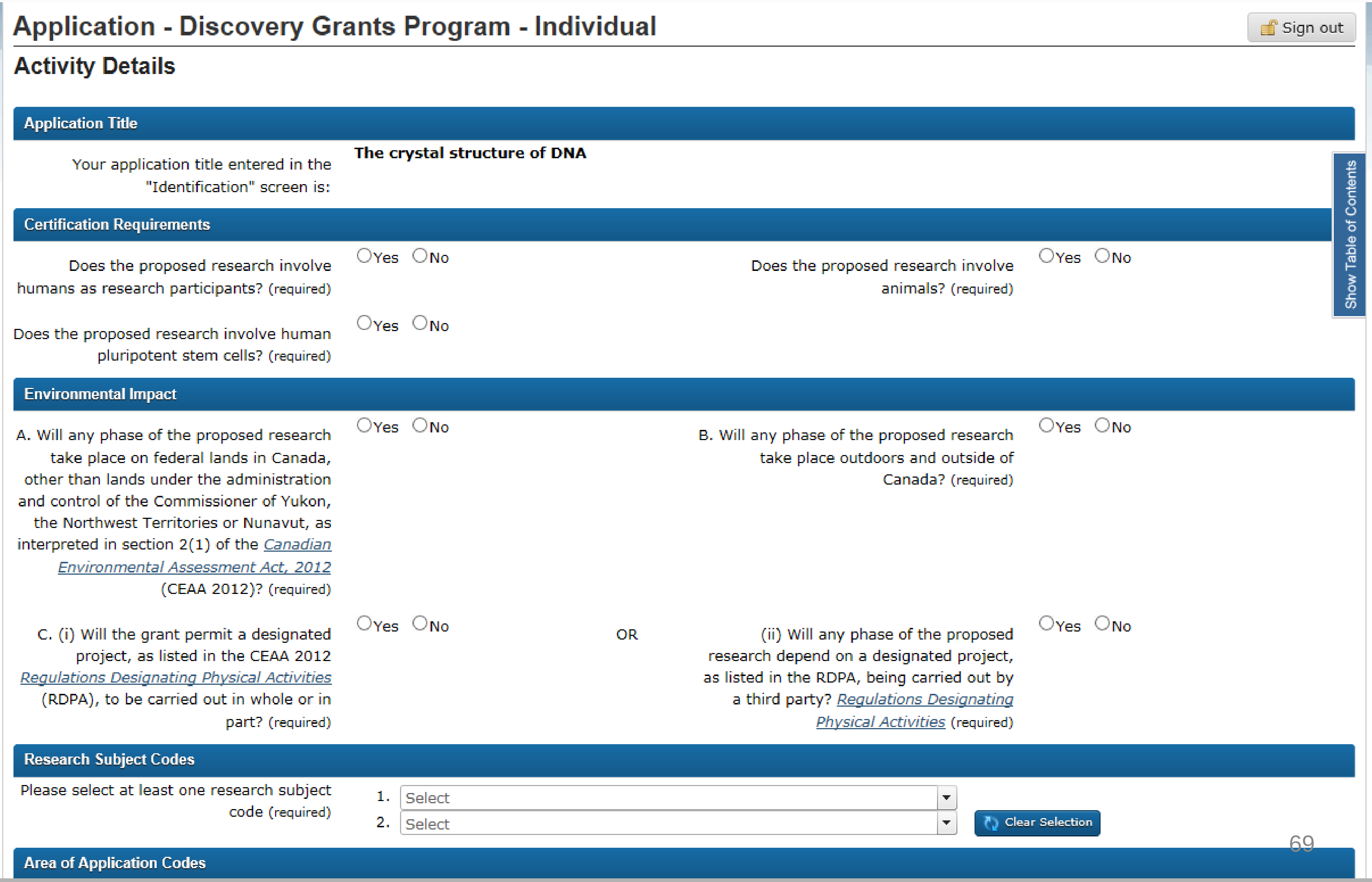
# Activity details



## Application - Discovery Grants Program - Individual

### Activity Details

**Application Title**

Your application title entered in the "Identification" screen is: **The crystal structure of DNA**

**Certification Requirements**

Does the proposed research involve humans as research participants? (required) ○Yes ○No

Does the proposed research involve animals? (required) ○Yes ○No

Does the proposed research involve human pluripotent stem cells? (required) ○Yes ○No

**Environmental Impact**

A. Will any phase of the proposed research take place on federal lands in Canada, other than lands under the administration and control of the Commissioner of Yukon, the Northwest Territories or Nunavut, as interpreted in section 2(1) of the *Canadian Environmental Assessment Act, 2012* (CEAA 2012)? (required) ○Yes ○No

B. Will any phase of the proposed research take place outdoors and outside of Canada? (required) ○Yes ○No

C. (i) Will the grant permit a designated project, as listed in the CEAA 2012 *Regulations Designating Physical Activities* (RDPA), to be carried out in whole or in part? (required) ○Yes ○No

OR

(ii) Will any phase of the proposed research depend on a designated project, as listed in the RDPA, being carried out by a third party? *Regulations Designating Physical Activities* (required) ○Yes ○No

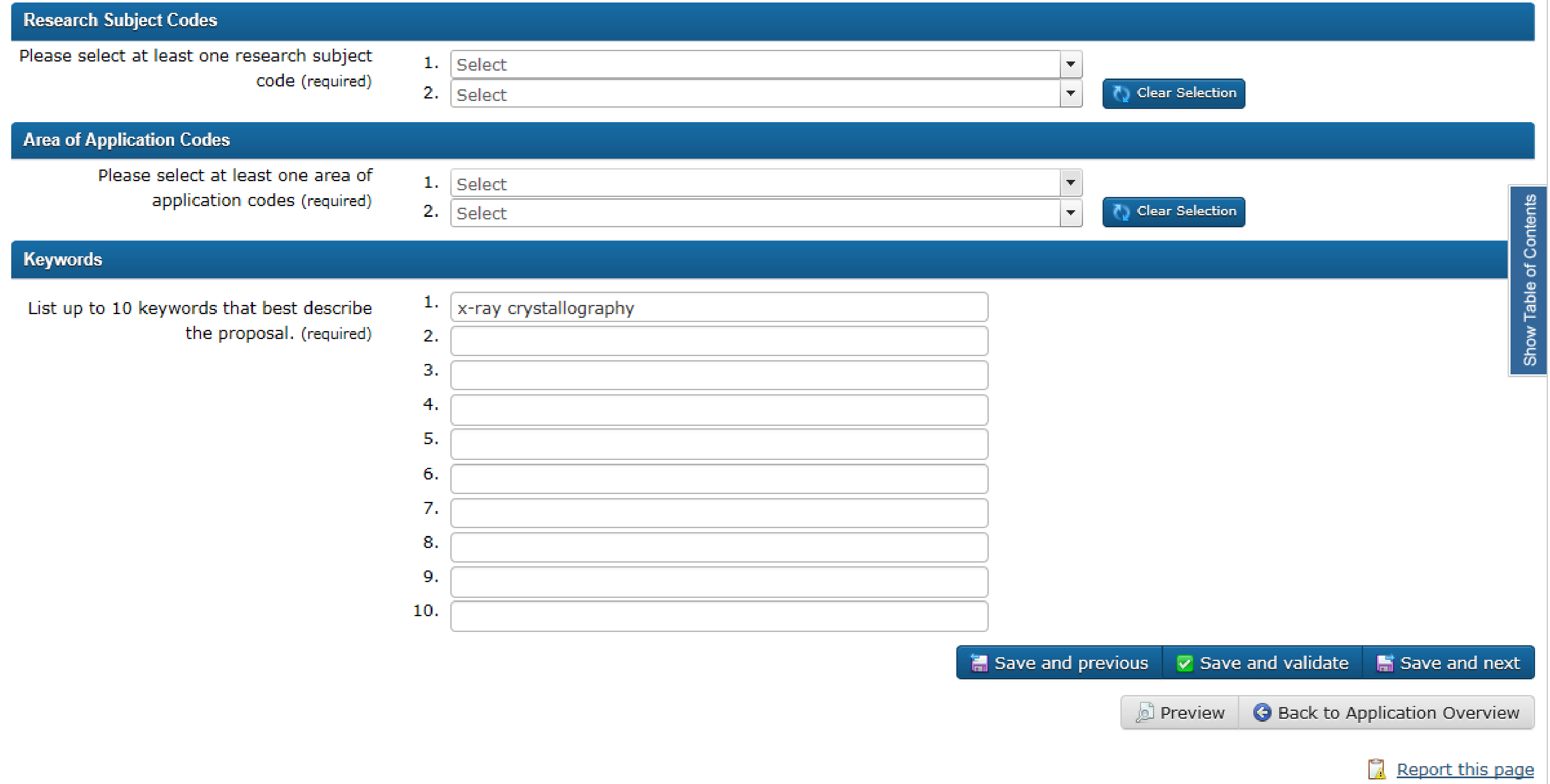
**Research Subject Codes**

Please select at least one research subject code (required)

1. Select
2. Select

**Area of Application Codes**

# Activity details



**Research Subject Codes**

Please select at least one research subject code (required)

1. Select
2. Select

Clear Selection

**Area of Application Codes**

Please select at least one area of application codes (required)

1. Select
2. Select

Clear Selection

**Keywords**

List up to 10 keywords that best describe the proposal. (required)

1. x-ray crystallography
2. 
3. 
4. 
5. 
6. 
7. 
8. 
9. 
10.

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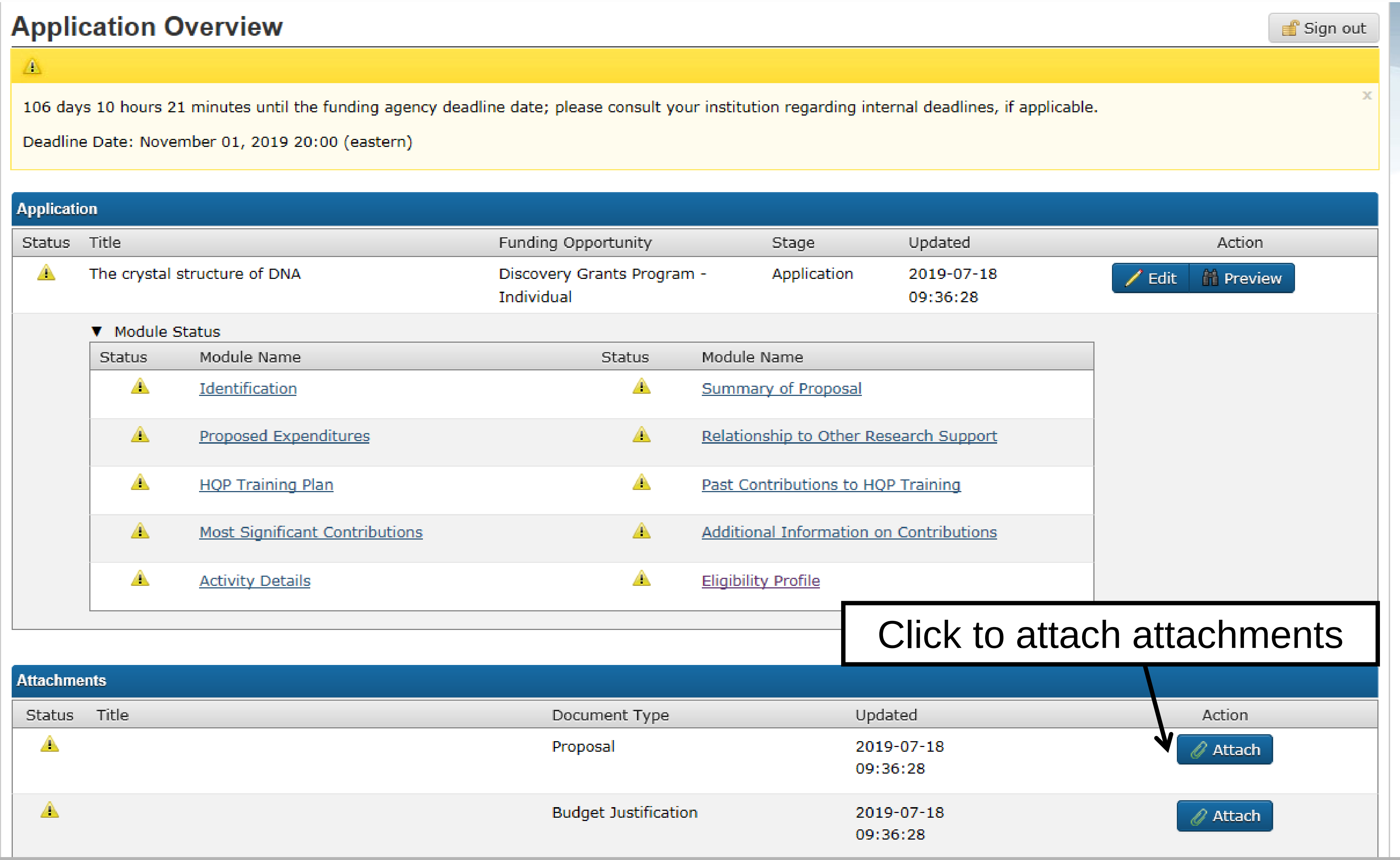
# Attachments



## Application Overview

⚠

106 days 10 hours 21 minutes until the funding agency deadline date; please consult your institution regarding internal deadlines, if applicable.

Deadline Date: November 01, 2019 20:00 (eastern)

**Application**

| Status | Title | Funding Opportunity | Stage | Updated | Action |
|---|---|---|---|---|---|
| ⚠ | The crystal structure of DNA | Discovery Grants Program - Individual | Application | 2019-07-18 09:36:28 | Edit Preview |

▼ Module Status

| Status | Module Name | Status | Module Name |
|---|---|---|---|
| ⚠ | Identification | ⚠ | Summary of Proposal |
| ⚠ | Proposed Expenditures | ⚠ | Relationship to Other Research Support |
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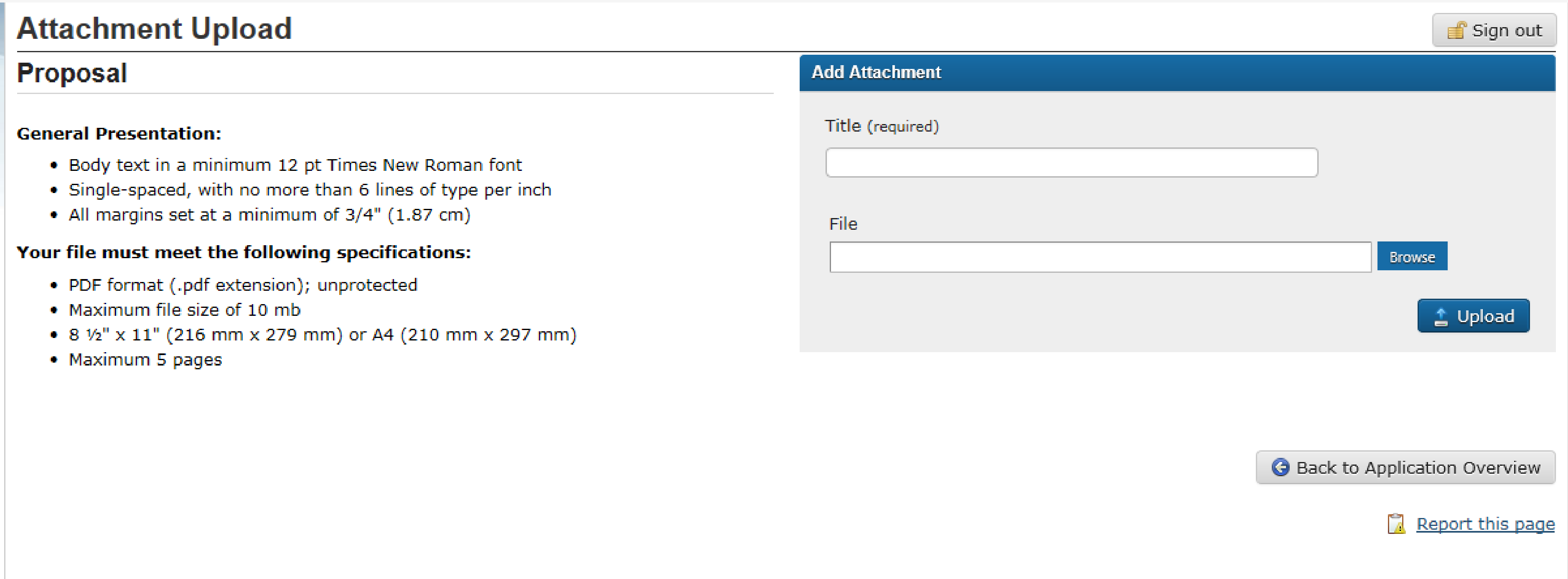
| ⚠ | Activity Details | ⚠ | Eligibility Profile |

**Attachments**

| Status | Title | Document Type | Updated | Action |
|---|---|---|---|---|
| ⚠ | | Proposal | 2019-07-18 09:36:28 | Attach |
| ⚠ | | Budget Justification | 2019-07-18 09:36:28 | Attach |

Click to attach attachments

# Attachments



## Attachment Upload

### Proposal

**General Presentation:**

- Body text in a minimum 12 pt Times New Roman font
- Single-spaced, with no more than 6 lines of type per inch
- All margins set at a minimum of 3/4" (1.87 cm)

**Your file must meet the following specifications:**

- PDF format (.pdf extension); unprotected
- Maximum file size of 10 mb
- 8 ½" x 11" (216 mm x 279 mm) or A4 (210 mm x 297 mm)
- Maximum 5 pages

Sign out
Add Attachment
Title (required)
File
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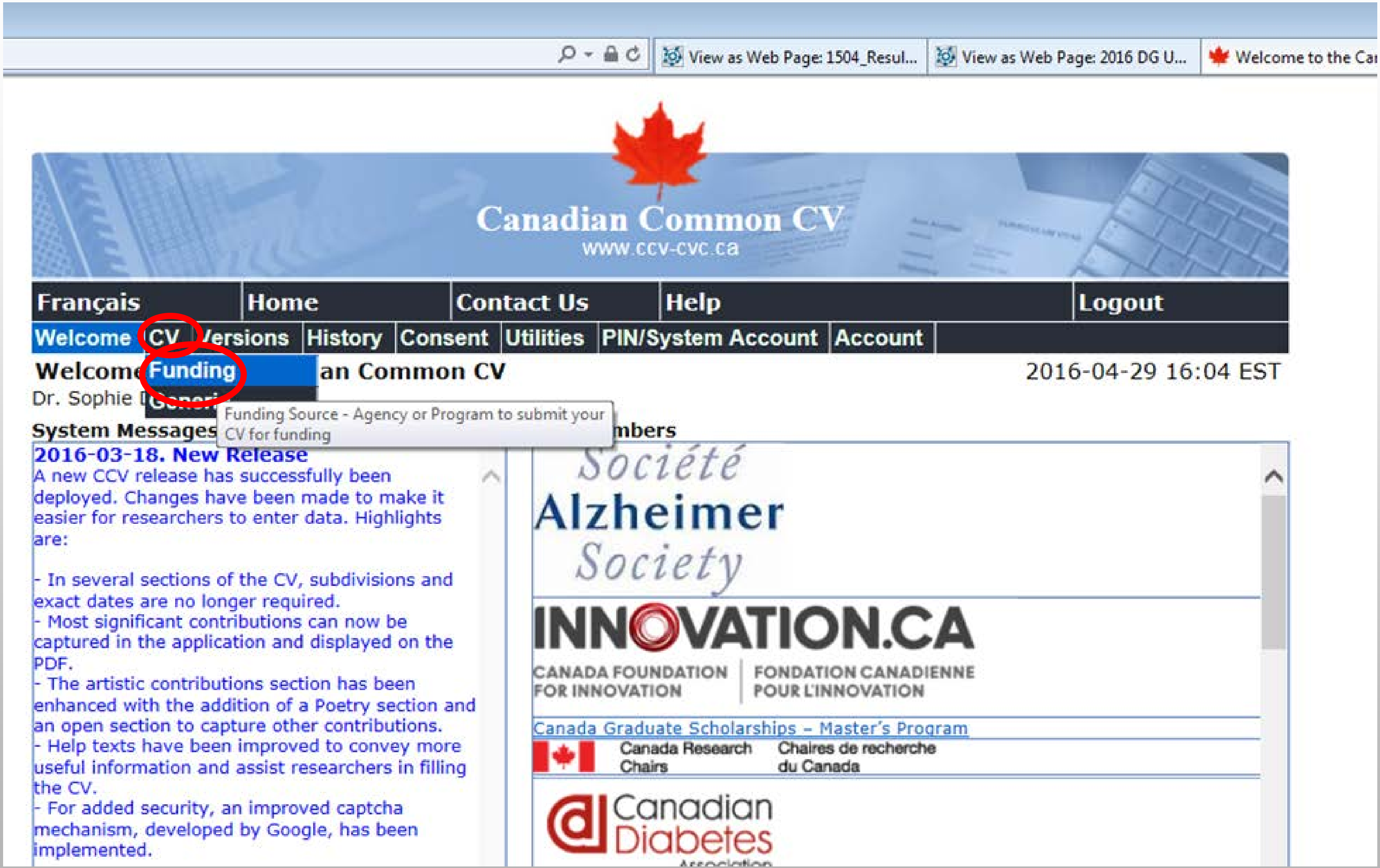
# CCV confirmation number


View as Web Page: 1504_Resul...
View as Web Page: 2016 DG U...
Welcome to the Ca
Canadian Common CV
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Generic
Société Alzheimer Society
INNOVATION.CA
CANADA FOUNDATION FOR INNOVATION
FONDATION CANADIENNE POUR L'INNOVATION
Canada Research Chairs
Chaires de recherche du Canada
Canadian Diabetes Association

Welcome an Common CV 2016-04-29 16:04 EST

Dr. Sophie

Funding Source - Agency or Program to submit your CV for funding

**System Messages**

**mbers**

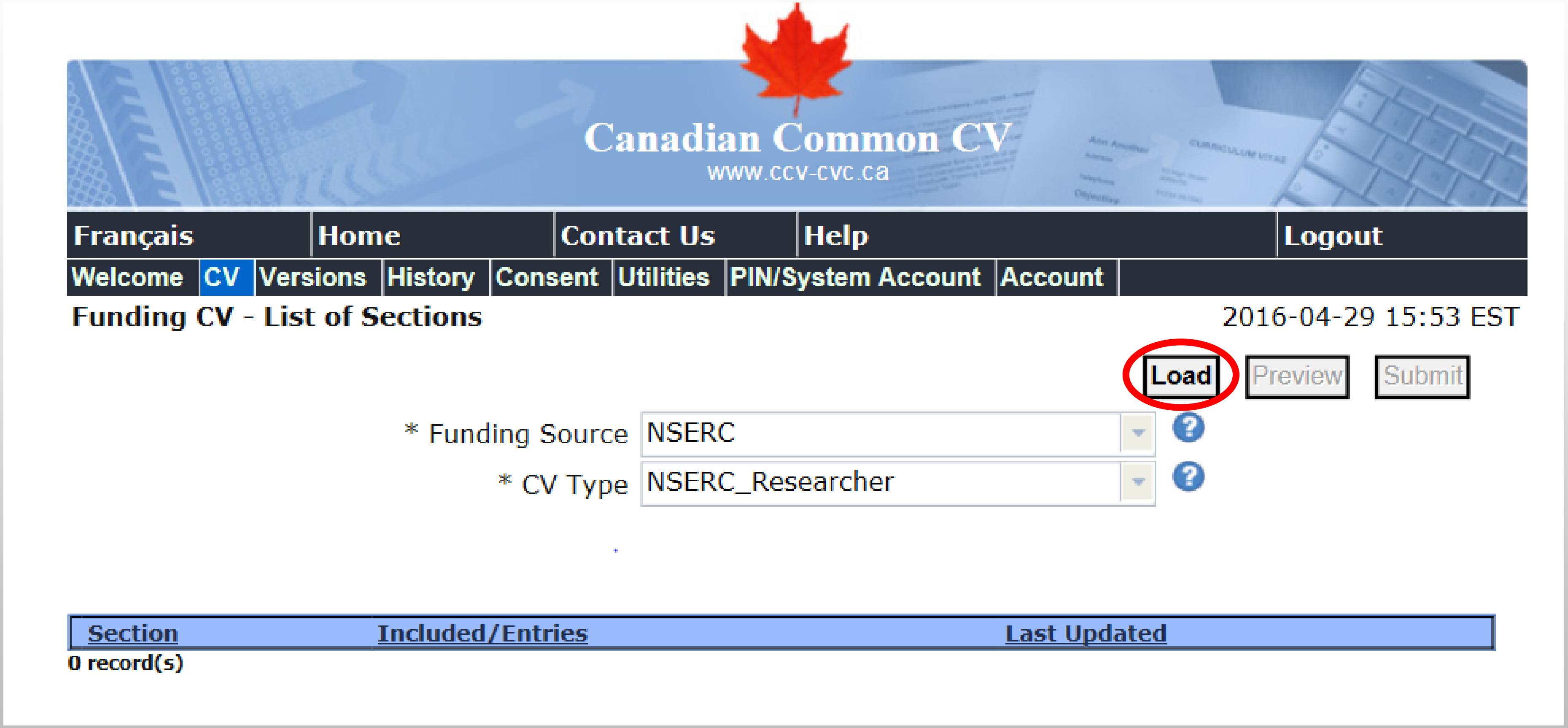
**2016-03-18. New Release**

A new CCV release has successfully been deployed. Changes have been made to make it easier for researchers to enter data. Highlights are:

- In several sections of the CV, subdivisions and exact dates are no longer required.
- Most significant contributions can now be captured in the application and displayed on the PDF.
- The artistic contributions section has been enhanced with the addition of a Poetry section and an open section to capture other contributions.
- Help texts have been improved to convey more useful information and assist researchers in filling the CV.
- For added security, an improved captcha mechanism, developed by Google, has been implemented.

Canada Graduate Scholarships – Master's Program

# CCV confirmation number



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Funding CV - List of Sections

2016-04-29 15:53 EST

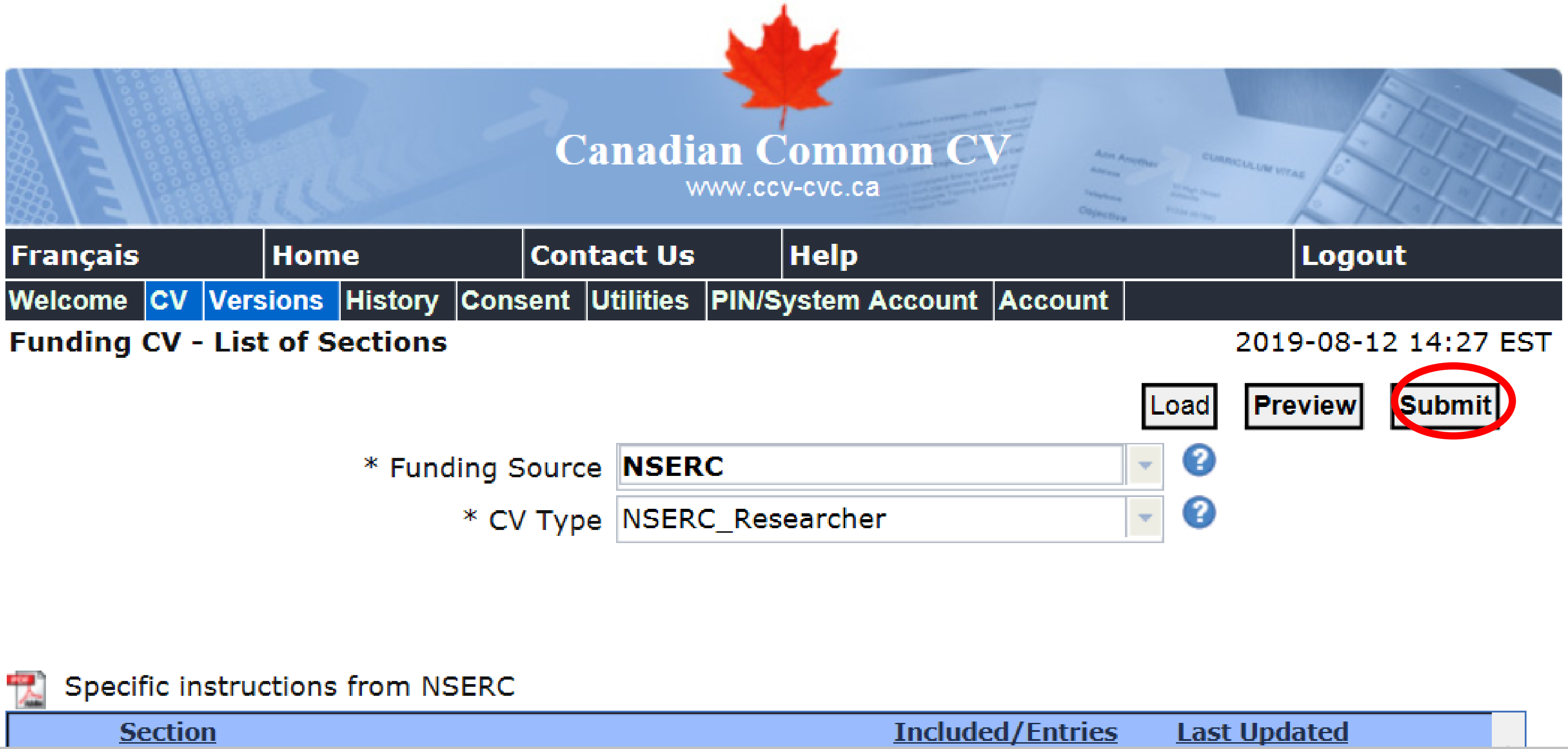
* Funding Source: NSERC

* CV Type: NSERC_Researcher

| Section | Included/Entries | Last Updated |
|---|---|---|

0 record(s)

# CCV confirmation number



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Submit

**Funding CV - List of Sections** 2019-08-12 14:27 EST

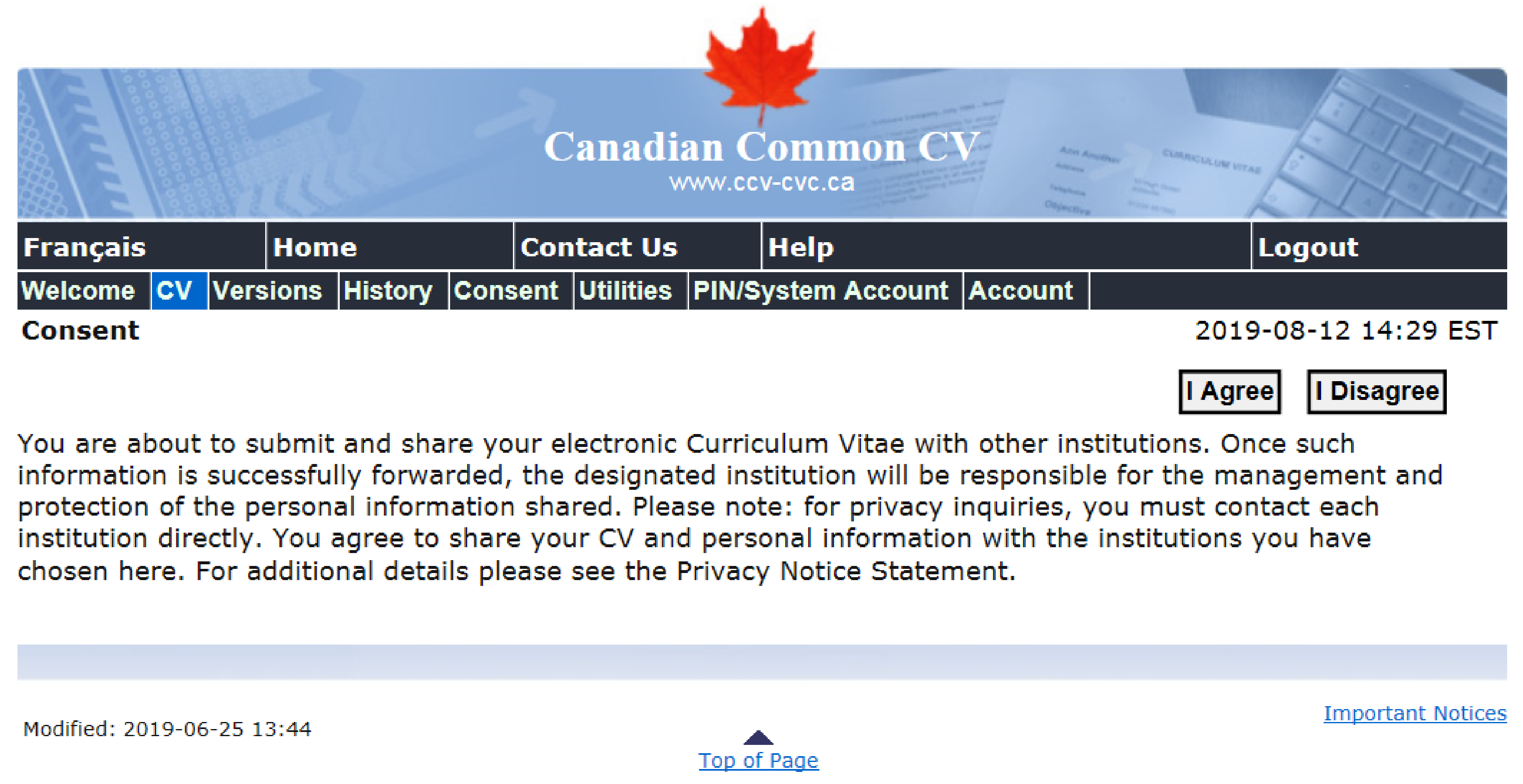
* Funding Source: **NSERC**

* CV Type: NSERC_Researcher

Specific instructions from NSERC

| Section | Included/Entries | Last Updated |
|---|---|---|

# CCV confirmation number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PIN/System Account
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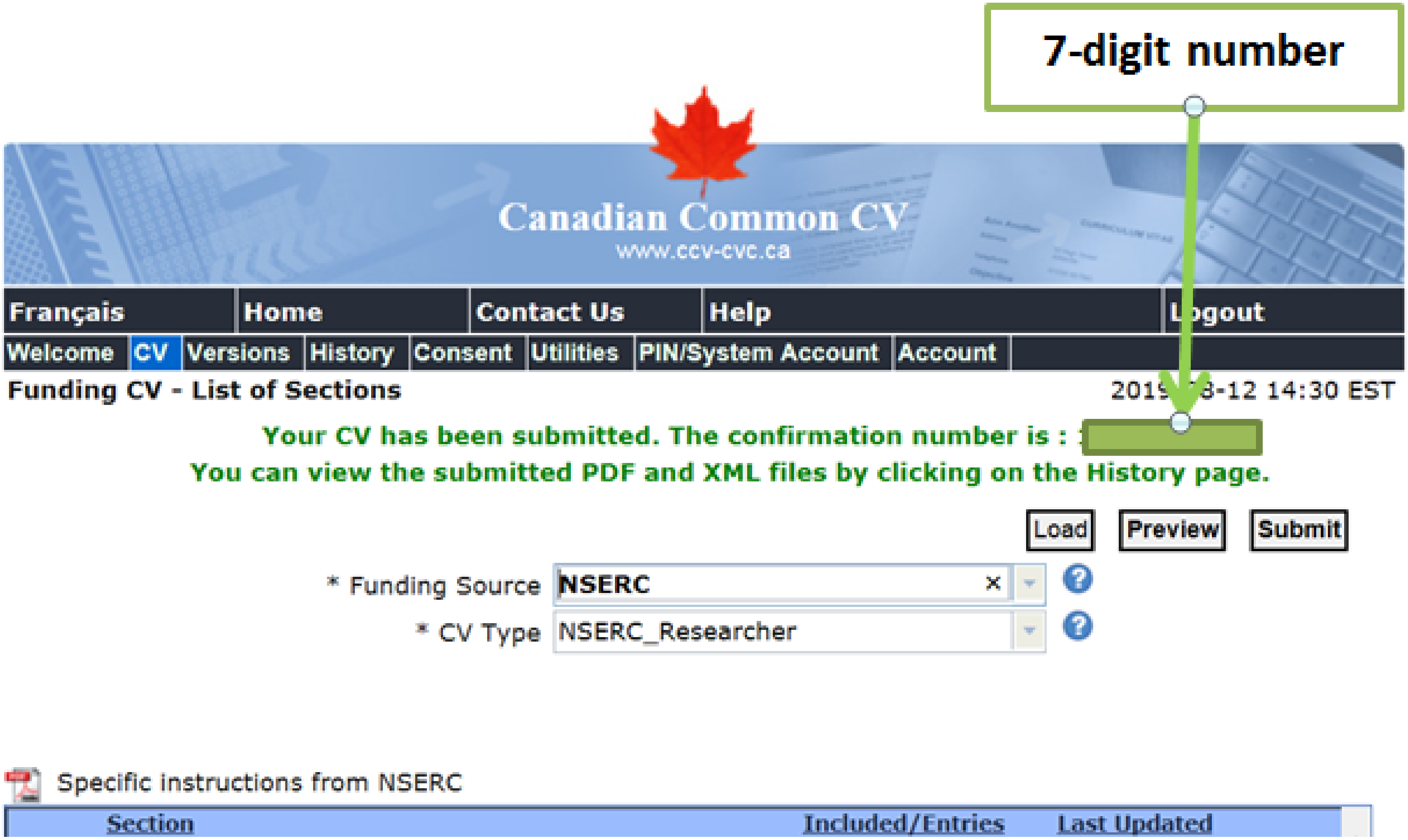
I Agree
I Disagree
Important Notices
Top of Page

**Consent** 2019-08-12 14:29 EST

You are about to submit and share your electronic Curriculum Vitae with other institutions. Once such information is successfully forwarded, the designated institution will be responsible for the management and protection of the personal information shared. Please note: for privacy inquiries, you must contact each institution directly. You agree to share your CV and personal information with the institutions you have chosen here. For additional details please see the Privacy Notice Statement.

Modified: 2019-06-25 13:44

# CCV confirmation number


7-digit number
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Submit
Section
Included/Entries
Last Updated

**Funding CV - List of Sections**

2019[illegible]3-12 14:30 EST

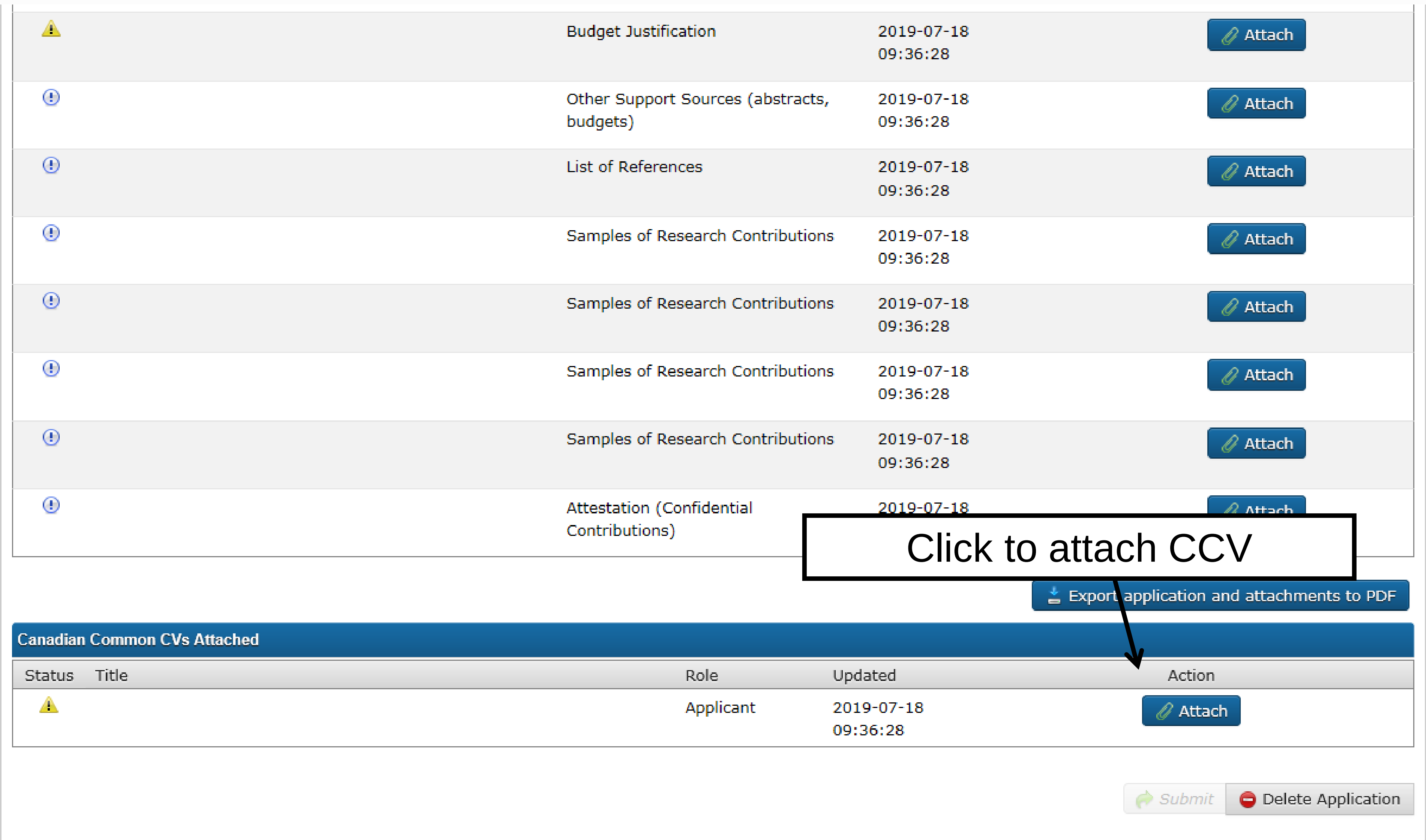
Your CV has been submitted. The confirmation number is : [redacted]
You can view the submitted PDF and XML files by clicking on the History page.

* Funding Source: NSERC

* CV Type: NSERC_Researcher

Specific instructions from NSERC

# Attach CCV



| | | | |
|---|---|---|---|
| ⚠ | Budget Justification | 2019-07-18 09:36:28 | Attach |
| ⓘ | Other Support Sources (abstracts, budgets) | 2019-07-18 09:36:28 | Attach |
| ⓘ | List of References | 2019-07-18 09:36:28 | Attach |
| ⓘ | Samples of Research Contributions | 2019-07-18 09:36:28 | Attach |
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| ⓘ | Samples of Research Contributions | 2019-07-18 09:36:28 | Attach |
| ⓘ | Samples of Research Contributions | 2019-07-18 09:36:28 | Attach |
| ⓘ | Attestation (Confidential Contributions) | 2019-07-18 | Attach |

Export application and attachments to PDF

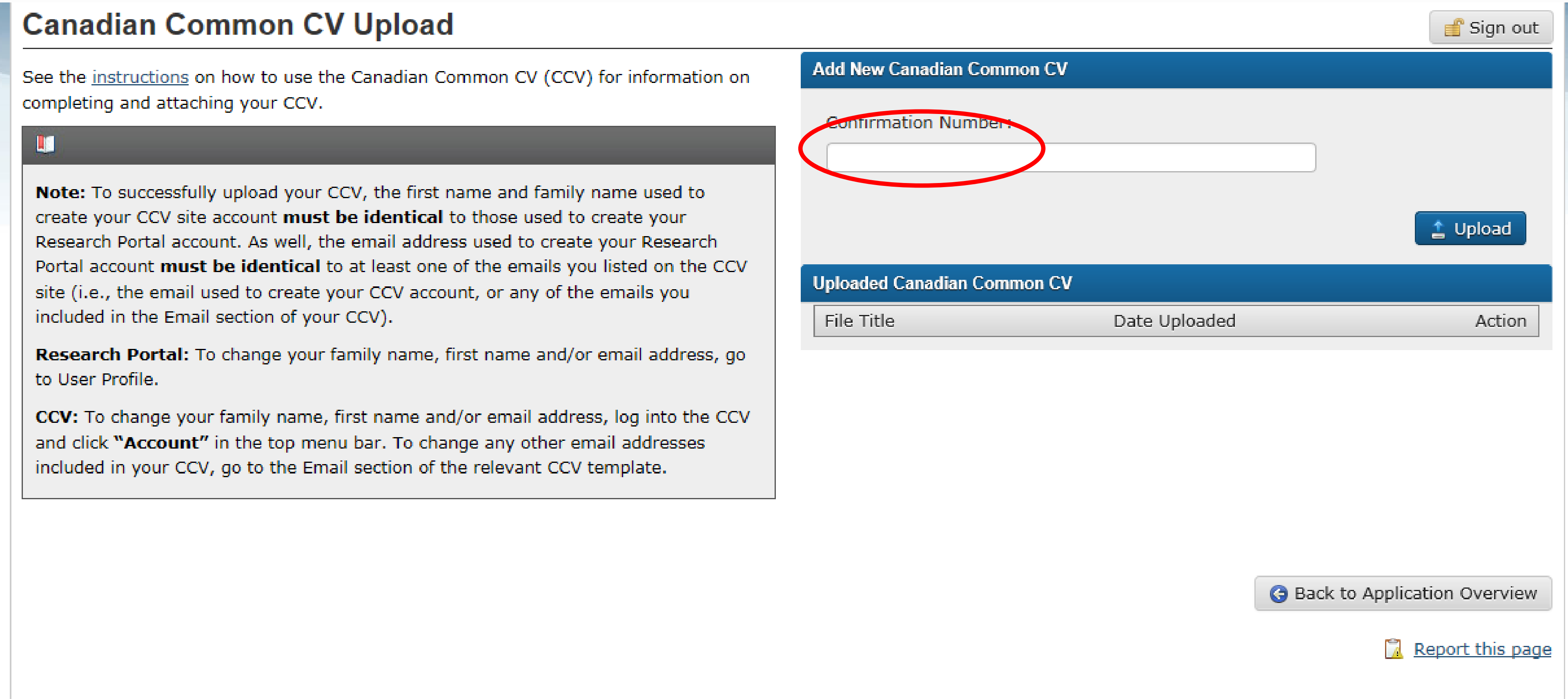
**Canadian Common CVs Attached**

| Status | Title | Role | Updated | Action |
|---|---|---|---|---|
| ⚠ | | Applicant | 2019-07-18 09:36:28 | Attach |

Submit
Delete Application

Click to attach CCV

# Uploading CCV


Sign out
Add New Canadian Common CV
Confirmation Number:
Upload
Uploaded Canadian Common CV
File Title
Date Uploaded
Action
Back to Application Overview
Report this page

## Canadian Common CV Upload

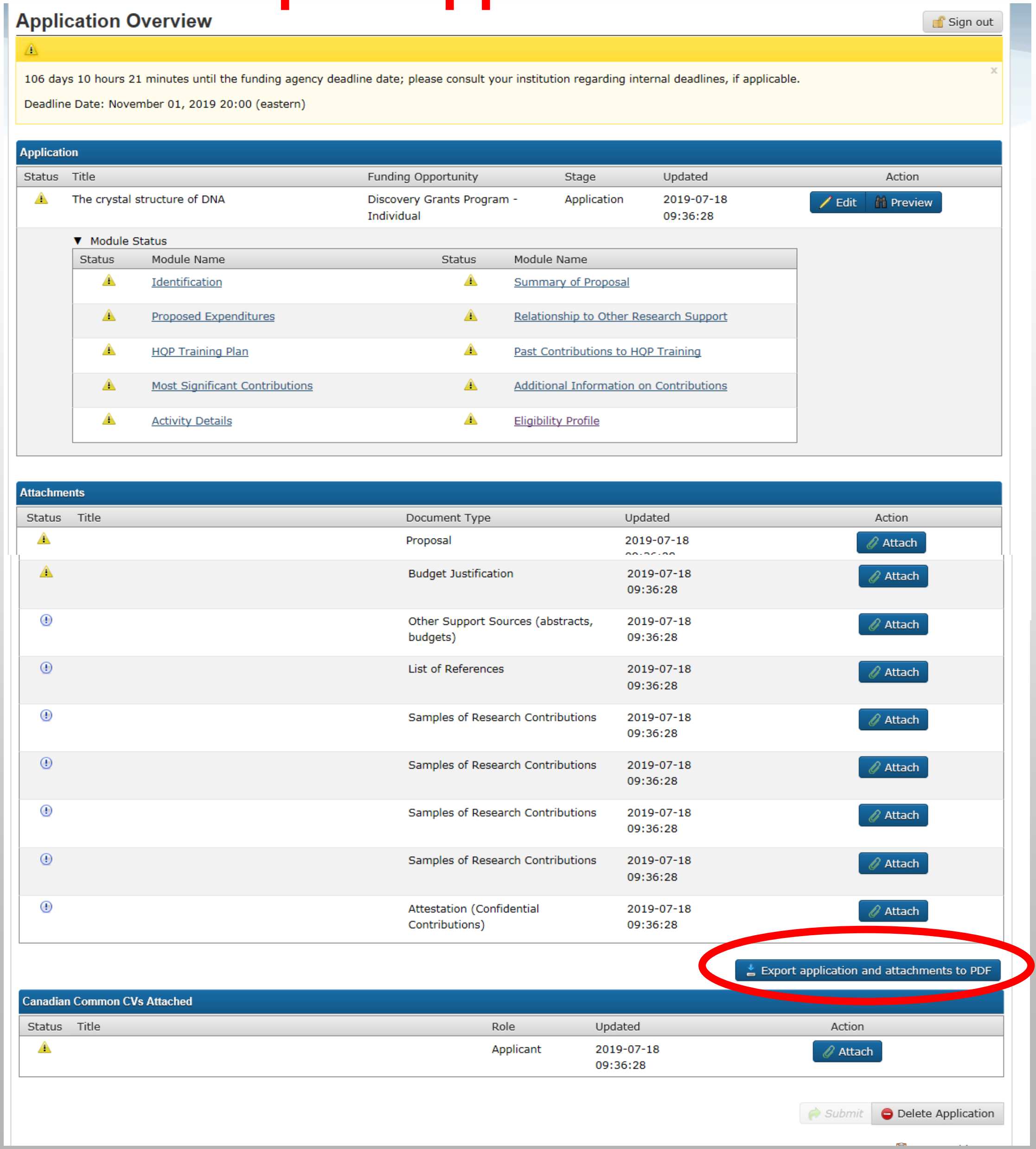
See the instructions on how to use the Canadian Common CV (CCV) for information on completing and attaching your CCV.

**Note:** To successfully upload your CCV, the first name and family name used to create your CCV site account **must be identical** to those used to create your Research Portal account. As well, the email address used to create your Research Portal account **must be identical** to at least one of the emails you listed on the CCV site (i.e., the email used to create your CCV account, or any of the emails you included in the Email section of your CCV).

**Research Portal:** To change your family name, first name and/or email address, go to User Profile.

**CCV:** To change your family name, first name and/or email address, log into the CCV and click **"Account"** in the top menu bar. To change any other email addresses included in your CCV, go to the Email section of the relevant CCV template.

# Export application to PDF



## Application Overview

⚠

106 days 10 hours 21 minutes until the funding agency deadline date; please consult your institution regarding internal deadlines, if applicable.

Deadline Date: November 01, 2019 20:00 (eastern)

**Application**

| Status | Title | Funding Opportunity | Stage | Updated | Action |
|---|---|---|---|---|---|
| ⚠ | The crystal structure of DNA | Discovery Grants Program - Individual | Application | 2019-07-18 09:36:28 | Edit<br>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 |

**Attachments**

| Status | Title | Document Type | Updated | Action |
|---|---|---|---|---|
| ⚠ | | Proposal | 2019-07-18 | Attach |
| ⚠ | | Budget Justification | 2019-07-18 09:36:28 | Attach |
| ⓘ | | Other Support Sources (abstracts, budgets) | 2019-07-18 09:36:28 | Attach |
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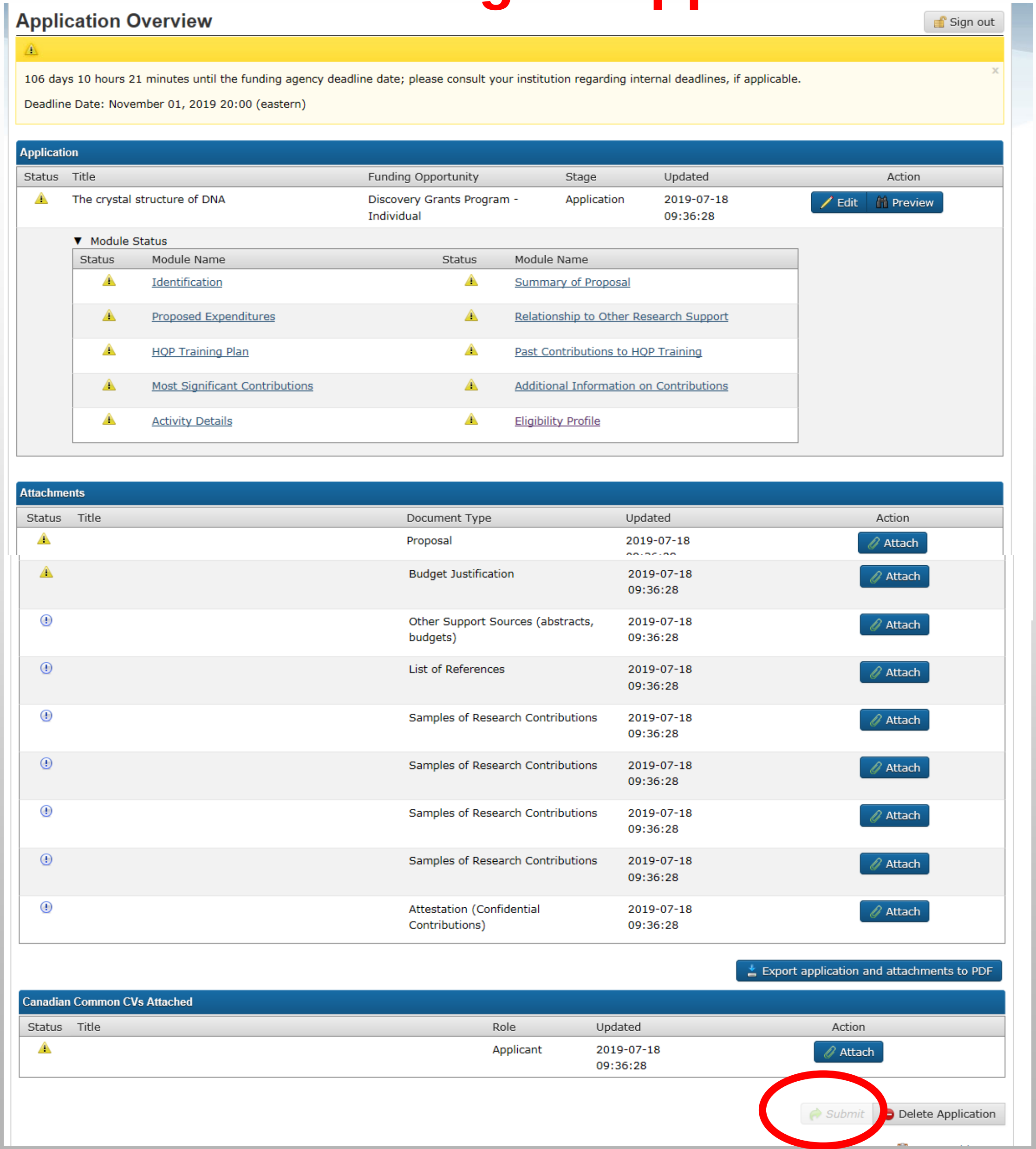
| ⓘ | | Samples of Research Contributions | 2019-07-18 09:36:28 | Attach |
| ⓘ | | Attestation (Confidential Contributions) | 2019-07-18 09:36:28 | Attach |

**Canadian Common CVs Attached**

| Status | Title | Role | Updated | Action |
|---|---|---|---|---|
| ⚠ | | Applicant | 2019-07-18 09:36:28 | Attach |

# Submitting an application



## Application Overview

Sign out

⚠

106 days 10 hours 21 minutes until the funding agency deadline date; please consult your institution regarding internal deadlines, if applicable.

Deadline Date: November 01, 2019 20:00 (eastern)

**Application**

| Status | Title | Funding Opportunity | Stage | Updated | Action |
|---|---|---|---|---|---|
| ⚠ | The crystal structure of DNA | Discovery Grants Program - Individual | Application | 2019-07-18 09:36:28 | 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 |
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| ⚠ | Activity Details | ⚠ | Eligibility Profile |

**Attachments**

| Status | Title | Document Type | Updated | Action |
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| ⚠ | | Proposal | 2019-07-18 | Attach |
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| ⓘ | | Attestation (Confidential Contributions) | 2019-07-18 09:36:28 | Attach |

Export application and attachments to PDF

**Canadian Common CVs Attached**

| Status | Title | Role | Updated | Action |
|---|---|---|---|---|
| ⚠ | | Applicant | 2019-07-18 09:36:28 | Attach |

Submit Delete Application