

Canada Foundation for Innovation (CFI)
John R. Evans Leaders Fund (JELF) competition

All internal submission are due by 10:00 a.m. on the day of the deadline. The following deadlines apply to this competition:

Phase 1 – Expression of Interest

July 22nd, 2019: Internal deadline for submission of Expression of Interest (EOI) to the Office of Strategic Institutional Research Initiatives (SIRI).

Phase 2 – Full Application Selection and Submission to CFI

Sept. 16th, 2019: Internal deadline for submission of **completed*** JELF applications invited from Phase 1 (EOI call). Applications will be adjudicated and select application(s) will receive an invitation to proceed to revision (if applicable) and submission to the CFI.

October 8th, 2019: Internal deadline for revised submission of **completed*** JELF applications addressing committee comments where applicable. This version will be reviewed by SIRI and Academic Units for institutional and Unit comments/sign-off.

October 15th, 2019 – CFI deadline for submission of finalized application.

***Completed applications: ALL SECTIONS of the application are to be completed by the project proponents, including the sections on Past CFI Investments and Sustainability (assistance from SIRI is available for these sections upon request). For clarity, complete means submission quality with applications fully validated online using the CFI CAMS system (ie. files uploaded and meeting format requirements). Quotations used in developing the budget must also be submitted by the September 16th and October 8th deadlines.**

Eligibility

The CFI JELF is an allocation-based fund for degree-granting institutions whereby the CFI predetermines the maximum amount of funding available for each eligible institution. Eligible applicants must be current faculty members with a full-time academic appointment or in the process of being recruited to a full-time academic position. They must be recognized leaders in their field of research or show promise of becoming research leaders. They must be engaged in, or embarking on, an innovative research program for which the requested infrastructure is essential and will provide an enriched training environment.

Internal Selection and Funding Caps

All EOI/Complete Applications received will be assessed by an internal Advisory Committee, appointed by the Vice-President (Research). Only those EOI selected by the Advisory Committee in Phase 1 will be invited to proceed to full application development and Phase 2 evaluation by the Advisory Committee. Based on the results of Phase 2 evaluation, only a subset of full applications selected by the Advisory Committee will be eligible to proceed submit to the CFI JELF program. All applicants will be notified in writing of the EOI (Phase 1)/Complete Application (Phase 2) results. Committee decisions will normally be made available within 2-3 weeks of internal deadlines.

For this call, each CFI JELF EOI (and full application) will be limited to a maximum CFI request of \$300,000, or a maximum of 40% of the total project cost (i.e., whichever amount is lower), regardless of the number of applicants per EOI. Accordingly, a maximum total individual project cost may be \$750,000 including required matching funding. Sources of matching funds may include vendor contributions, matching funding from other sources of funding as may be secured by the project.

For this opportunity, it is anticipated that the Advisory Committee will allocate ~\$500K CFI envelope remaining from its current allocation for applications selected to proceed to submission to the CFI.

Applicants are strongly encouraged to contact CREAT, CRC and CFI Services before the October 8th and October 15th, 2019 deadlines for assistance in completing the CFI JELF application.

Phase 1 - Expressions of Interest (EOI):

EOIs must be received by SIRI no later than July 22nd, 2019, 10:00 a.m. They should be no more than 3 pages in length (excluding CVs), and be submitted as a **single compiled PDF** including the following information:

- A general description of the infrastructure being requested and where it will be located;
- Need for the Infrastructure, including what research or technology development it will enable and why this is important (e.g., institutionally, regionally, nationally, internationally, where applicable);
- Fit with Memorial University's current Research Strategy Framework, <http://www.mun.ca/research/explore/framework/research-strategy-senate-endorsed.pdf> , and;
- A project budget, including the CFI request and potential leverage/match funding sources (e.g., vendor in-kind contributions, other sources of match funding). Applicants are encouraged to seek assistance from SIRI who can assist in reviewing EOI budgets.

- 2-page (max.) CVs for each researcher included on the application must also be provided (i.e., a maximum of 3 applicants are permitted for each JELF application). CVs must list current research funding.
- A completed EOI Approval form (see attached).
- **Resubmissions:** For any EOI submission that is a *resubmission* from a full project proposal that was *invited for Phase 2 in a prior competition* (but not invited to proceed to application to CFI), or for unsuccessful proposals submitted to the CFI, you may submit an Appendix of up to 2 pages addressing review panel comments.

Additional information beyond that requested will not be considered during the EOI assessment process.

Phase 2 – Full Application Selection and Submission to CFI

Proponents will be required to use the online CFI Award Management System (CAMS) to complete applications as described above. In addition to completing the application, proponents will be required to forward to SIRI all quotes used to inform the budget presented in the complete application as well as a completed EOI Approval form (see attached). Please note, if you do not already have a CAMS account, you will need to create one if your EOI is selected to proceed.

Other:

If you have any questions about this opportunity, please do not hesitate to contact SIRI at siri@mun.ca.

CFI JELF EOI/Full Application Approval Form

Program: Canada Foundation for Innovation – John R. Evans Leaders Fund

**Project Leaders(s) and
Department/Faculty/School** _____

Project Title: _____

I / We have prepared the attached Expression of Interest/application and understand that if selected by the Review Committee, I / we will be required to prepare a full application for submission to the Canada Foundation for Innovation's John R. Evans Leaders Fund (CFI JELF) October 15, 2019 competition deadline. I / We confirm that appropriate space and utilities are available for the successful installation of the requested infrastructure.

Signature of the applicant

Date

Signature of the applicant

Date

Signature of the applicant

Date

I / We have read and support the CFI JELF EOI/application as submitted.

Signature of Department Head

Date

Signature of Dean or designate

Date

Signature of Department Head

Date

Signature of Dean or designate

Date

Signature of Department Head

Date

Signature of Dean or designate

Date

Reviewed by the Office of Strategic Institutional Research Initiatives (SIRI)

Signature of the Director, SIRI

Date

Approved for application to the CFI JELF Oct. 15, 2019 competition:

Yes _____ No _____

Signature of the Committee Chair

Date