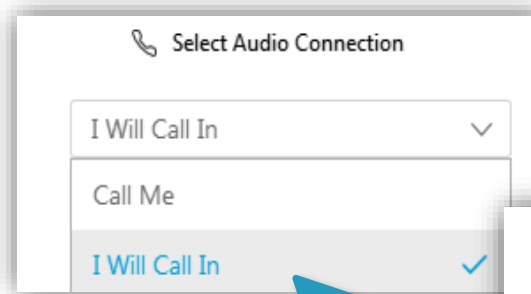


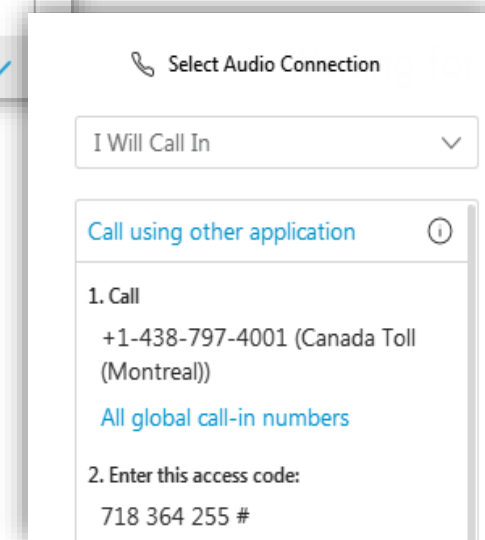
If you are experiencing **technical difficulties with the audio**, please connect with a **landline or cell phone**.

- Under “**Select Audio Connection**” choose one of the following:

1. “**Call Me**” or;
2. “**I Will Call In**”



- Follow the instructions
- **Use the Q&A box for questions**





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# 2024 Transformation Competition

## Letter of Intent to Apply (LOI)

### Applicant Webinar

November 16, 2023



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Gouvernement  
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# Webinar Contents

1. Competition Timeline
2. Funding Opportunity Description
3. Eligibility and Roles
4. LOI Requirements
5. Evaluation Criteria
6. Review Process
7. Information for RGOs
8. Resources and Questions



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# Competition Timeline

## 2024 Transformation



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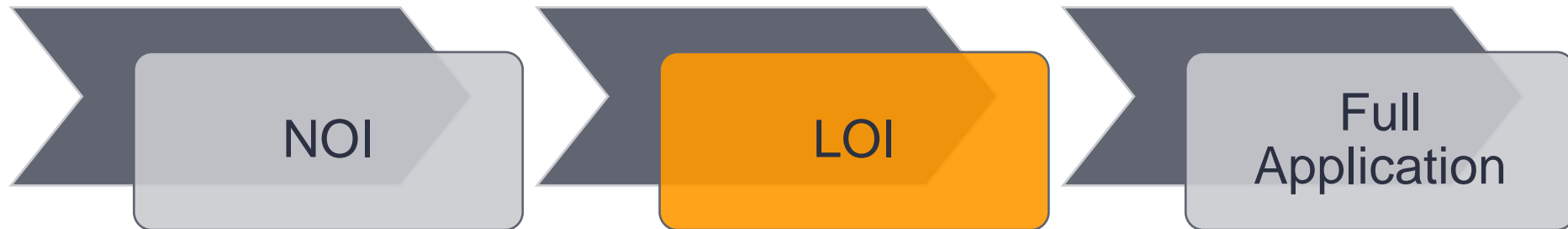
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## Competition Timeline

# Competition stages

## Three-stage competition

1. Notice of Intent to Apply (NOI)
2. Letter of Intent to Apply (LOI)
3. Full Application



## Competition Timeline

# Important dates

**January 10, 2024**

- Letter of Intent deadline

**September 5, 2024**

- Full application deadline (by invitation)

**February 2025**

- Results announced

**March 2025**

- Awards begin



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# Funding Opportunity Description

## 2024 Transformation



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## Funding Opportunity Description

# 2024 Transformation - Objective

To support **large-scale, Canadian-led interdisciplinary** research projects that address a **major challenge**, and have the potential to realize **real and lasting change**.



The challenge the research addresses may be:

- fundamental, leading to a scientific breakthrough; or
- applied, with a social, economic, environmental or health impact

Projects are expected to be world-leading, and to draw on **global** research expertise when relevant



## Funding Opportunity Description

# 2024 Transformation Description

Transformation grants will support projects that:

1. tackle a **well-defined** problem or challenge;
2. propose a **novel world-leading** approach;
3. are **interdisciplinary**; and
4. have the potential to be **transformative**

**Transformative research is defined as** having the potential to **create a significant and real change or impact** — a noticeable leap or tangible breakthrough rather than an incremental advance.

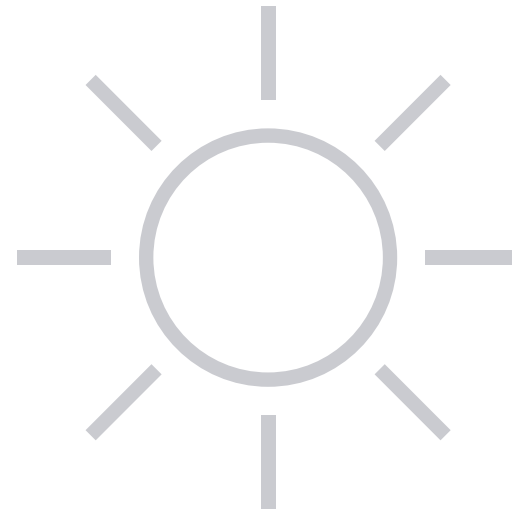


Funding Opportunity Description

## 2024 Transformation

Transformation grants support **clearly defined research projects**.

Transformation grants **do not support** programs of research, networks, or the setting up or further development of research institutes/centres.



## Funding Opportunity Description

# 2024 Transformation – Value and Duration

**Between \$2M and \$4M per year**, including indirect costs

Applicants may request up to 25% of the value of the direct costs of research to **cover indirect costs**

**Budget** must be in line with the objectives of the project

Funds should be used to **support research activities**, not to acquire or maintain infrastructure

**Duration : six years**

**Mid-term review** is mandatory

Number of awards depends on the amounts requested in successful applications (expect a minimum of six awards)



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# Eligibility and Roles

## 2024 Transformation



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## Eligibility and Roles

# Subject matter

Projects may involve **any discipline, thematic areas, approaches or subject areas** eligible for funding **across the three federal research funding agencies** (CIHR, NSERC, and SSHRC).

Projects should engage the **full range of disciplines** required to achieve the project goals.

To meet **the minimum requirement to be considered interdisciplinary**, the proposed research project must include elements from **at least two different disciplines** (as defined by a group-level classification based on the Canadian Research and Development Classification codes).

Projects that fall under the mandate of only one federal research funding agency are **not eligible**.



## Eligibility and Roles

# Project Team

- Proposals must be submitted by **teams of at least five participants** (excluding collaborators)
- Teams **must** include a nominated principal investigator (NPI)
- Teams **may** include any number of co-principal investigators (co-PIs), co-applicants and/or collaborators



## Eligibility and Roles

# Team roles

### Nominated Principal Investigator (NPI)

- Responsible for the direction of the project and the coordination of proposed research activities
- Completes the NOI, LOI and full application in the [Convergence Portal](#) and submits them to their research administrator
- Assumes administrative and financial responsibility for the grant

### Co-Principal Investigators (Co-PIs)

- Share responsibility with the NPI for the direction of the proposed activities
- Research activities related to the project may be supported by grant funds.

### Co-Applicants

- Contribute to the execution of the project
- Research activities related to the project may be supported by grant funds.

### Collaborators

- Can be any individual who will contribute to the project
- Contribute to the execution of the project
- Grant funds may not be used to pay for collaborators' activities or expenses

## Eligibility and Roles

# Project Team

The **NPI and team members can be from any discipline(s)**

The **NPI must be considered an independent researcher** at their primary affiliation, which must be a Canadian institution holding full eligibility with CIHR, NSERC or SSHRC

Other **team members may be from any sector**; however, **co-PIs and co-applicants may not be affiliated with a government or for-profit company** (this restriction does not apply to collaborators)

**Team members in academia must be considered independent researchers**

Full- or part-time students, postdoctoral fellows or research associates  
**are not eligible to participate as NPIs, co-PIs or co-applicants.**



## Eligibility and Roles

# Independent researcher

An **independent researcher**

- engages in research-related activities that are **not under the direction** of another individual; and
- has an academic or research **appointment** that:
  - **begins by September 5, 2024 for this competition;**
  - allows the individual to pursue the proposed research project, engage in independent research activities for the entire duration of the funding,
- supervise trainees (if applicable) and publish the research results; and
- obliges the individual to comply with institutional policies on the conduct of research, supervision of trainees (if applicable) and employment conditions of staff paid with tri-agency funding.

## Eligibility and Roles

# Early Career Researchers

**Early career researchers (ECRs)** must be included as confirmed members in all teams.

An ECR is defined as a researcher within **five years of the start date of their first research-related appointment**, minus the length of any eligible delays in research (for example illness, maternity or parental), as of the first of the month of the competition launch (August 2023 for this competition), where:

- “**research-related appointments**” are defined as those where an individual has the autonomy to conduct research independently;
- all **eligible leaves** (such as maternity, parental, medical or bereavement) are credited at twice the amount of time taken; and
- **professional leaves** (such as training, sabbatical or administrative) are not credited.

## Eligibility and Roles

# Exceptions

A **federal government employee and adjunct professor at a Canadian institution** whose students are participating in the research project may be a co-applicant, with the use of funds limited to salaries or stipends and travel costs for the students.

A **federal government employee and adjunct professor at a Canadian institution** whose contributions to the project do not fall within the mandate of their federal organization and will not be performed within the employer's facilities or with the

employer's resources may be a co-PI or co-applicant.

**Individuals whose primary affiliation is with an Indigenous government** are eligible to be co-PIs, co-applicants, or collaborators, with eligible expenses limited to those related to the execution of the project that are not within the mandate of the Indigenous government.



Refer to the [Eligibility](#) section of the competition description



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# LOI Requirements

## 2024 Transformation



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## LOI Requirements

# Letter of Intent to Apply deadline

An NPI is eligible to create and submit an LOI only if they have submitted an NOI.

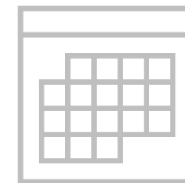
LOI deadline for submission **to NFRF**:

**January 10, 2024**

Check with the research grants office (RGO) at your institution for **internal deadlines**.

The **RGO is responsible for submitting the LOI by 8:00 p.m. (ET)** on the deadline date.

- Late LOIs will not be accepted.
- An LOI **cannot be changed** after the RGO has submitted it.



## LOI Requirements

# Required information on the Convergence Portal

## 1. Profiles for any additional members of the research team.

Members identified at NOI are expected to remain on the team;

Complete profiles include:

- Completed eligibility profile
- Fields of research and keywords
- EDI self-identification

## 2. Letter of Intent Content

All information submitted in the NOI, updated as necessary, as well as:

- Collaborators (any changes)
- Reviewers (suggestions and exclusions)
- **Proposed budget**
- **Equity, diversity and inclusion in research practice**
- **Equity, diversity and inclusion in research design**
- **Support for ECRs**
- **Supporting documents**

## LOI Requirements

# Suggested Reviewers

**A minimum of 20 suggested reviewers** should have the required expertise to **review and comment the proposal**, and **not be in a conflict of interest** with team members.

**At least 10 must be from outside Canada**

Indicate any individuals who **you would prefer not** be asked to review the proposal.

**Suggest a diverse cross-section of reviewers:**

- Canadian and international
- early-career and established
- women and other under-represented groups
- from academic and non-academic institutions

## LOI Requirements

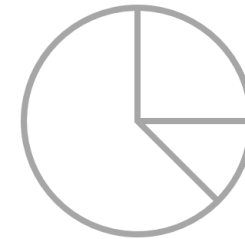
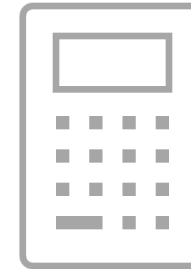
# Proposed Budget

Planned amount of funds to be spent in direct and indirect costs for each year of the project.



Refer to [Use of Grant Funds](#) section for information about the eligibility for **direct costs.**

Please contact your research administrator for direction on how much to request for **indirect costs.**





## LOI Requirements – EDI

# Equity, diversity and inclusion in research practice

Applicants **must clearly demonstrate their commitment to EDI in research practice** in their research teams, as well as diversity as it applies to career stages, sectors and institutions.

They must explain what actions they will take, the outcomes expected, and the assessment planned for each of the following three key areas:

- team composition and recruitment processes;
- training and development opportunities; and
- inclusion.

Actions taken are expected to **remove barriers and provide opportunities** for the meaningful integration of individuals from all groups, including **the four designated groups** (women, Indigenous Peoples, members of visible minorities and persons with disabilities).

### Resources

- [NFRF Best Practices in Equity, Diversity and Inclusion in Research Practice and Design](#)



LOI Requirements – ECR

## Support for Early Career Researchers (ECRs)

How will ECRs be **included in the team and integrated in a meaningful way**, including **plans to support their leadership and development** throughout the project?

**Personal information about any individual must not be included in the EDI and ECR sections.**



## LOI Requirements

# Supporting documents

Uploaded as **separate attachments** following [the instructions for attachments](#).

- **Research proposal** should address
  - Novelty of approach
  - Interdisciplinarity
  - Feasibility
  - Anticipated transformation/change/impact
  - Maximum 10 pages in length
- **References** (unlimited)

**You must preview all attachments** to ensure that the documents have been uploaded correctly and the content is viewable.

Non-compliance with the required page length or formatting may result in withdrawal of an application.

**For more information, please review** [How to Submit a Letter of Intent to Apply](#)



Full Application stage

## Locked at the Full Application Stage

- Application Details
  - Application Title
  - Language of Application (locked after the NOI is submitted)
  - Indigenous Research
- Fields of Research
- Keywords
- Project Description
  - Outline of Challenge
- EDI in research practice and design
- Early Career Researchers (ECRs)



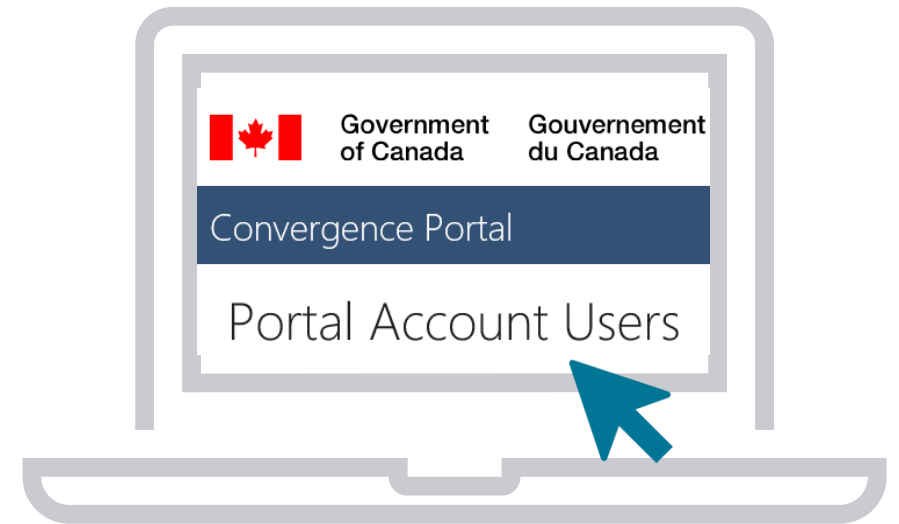
## LOI Requirements

# Submitting the Letter of Intent

Review your LOI to ensure that it is complete.

From the **Finalize Application section** in the Convergence Portal, follow the prompts to submit the LOI. After you accept the **terms and conditions**, the status of your submission will change to **Received by Administrator**. If you want to make any **changes** at this point, you may request that your research administrator return it to you.

Once your research administrator has approved and submitted your LOI, the application status will be changed to **Received by Agency**. **No changes** can be made at that point.





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# Evaluation Criteria

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## Evaluation Criteria

# Five Selection Criteria

- Interdisciplinarity (pass/fail)
- Equity, diversity and inclusion in research practice and design and support of early career researchers (EDI-RP / ECR) (pass/fail)
- High risk (20%)
- High reward (60%)
- Feasibility (20%)

**Note** that in the Transformation stream, criteria are assessed at the LOI and the Full Application stages and **the weighting of criteria changes between stages.**

## Evaluation Criteria

# Interdisciplinarity

Projects must **integrate different disciplinary approaches** to bring a novel perspective to address the research challenge, **and fall within the mandate of more than one funding agency** as per the evaluation matrices.

Proposals must explain how the disciplinary **perspectives, methodologies, and techniques will be integrated** and must demonstrate that the team has the **required expertise** to execute the interdisciplinary approach.

The proposal must also explain **why an interdisciplinary approach is required** and/or the **added value of this approach** to the research problem.

Multidisciplinary research =  
juxtaposing, coordinating

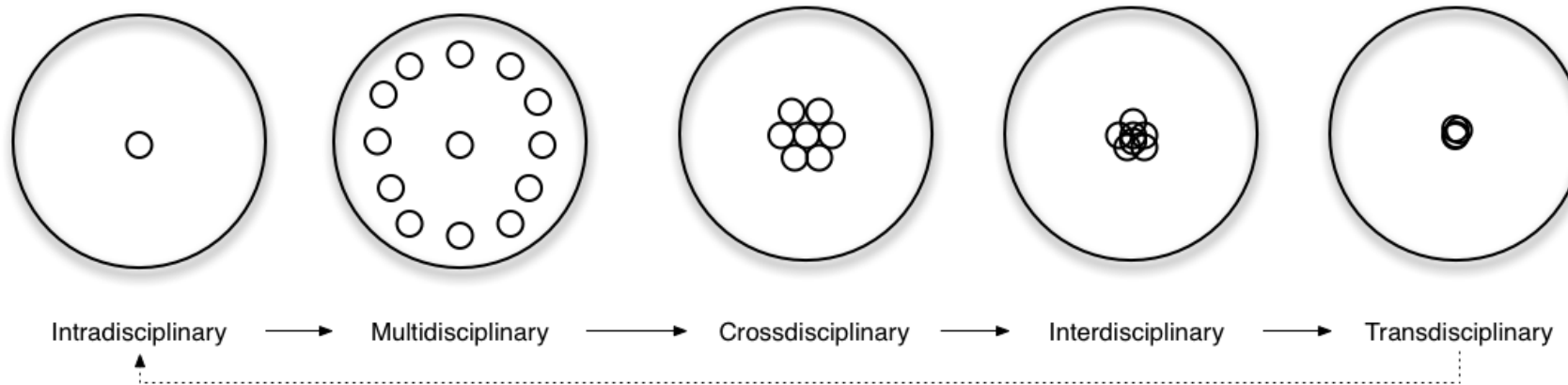
**Interdisciplinary research =  
integrating, synthesizing**



## Evaluation Criteria

# Disciplinarity: multi, inter, and trans

- **Multidisciplinary**: people from different disciplines working together, each drawing on their disciplinary knowledge
- **Interdisciplinary**: integrating knowledge and methods from different disciplines, using a real synthesis of approaches
- **Transdisciplinary**: creating a unity of intellectual frameworks beyond the disciplinary perspectives



## Evaluation Criteria

# Multidisciplinary versus Interdisciplinary Teams

### Multidisciplinary Teams

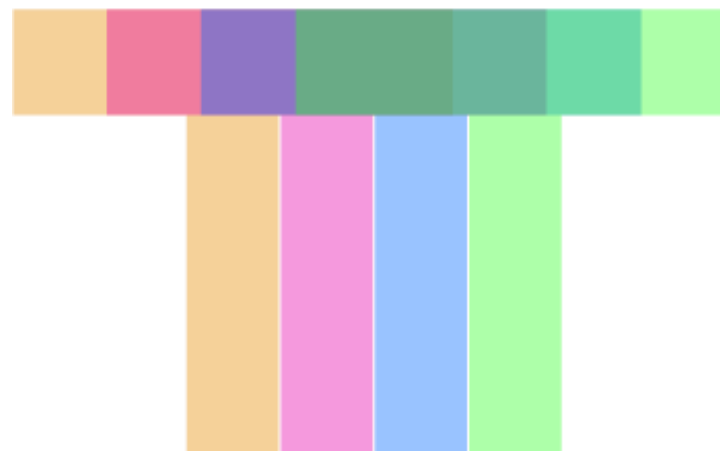
Each member operates as a part of a chain of responsibility



Members working in silos,  
by disciplines

### Interdisciplinary Teams

Individuals from different fields are expected to contribute ideas to the entire project



Members listen and learn from others

## Evaluation Criteria

# Equity, diversity and inclusion in research practice (EDI-RP) and support of early career researchers (ECRs)

EDI is a core element of the NFRF program. In the Transformation stream, **the EDI-RP criterion includes consideration of early career researchers (ECRs).**

Refer to the [NFRF Best Practices in Equity, Diversity and Inclusion in Research Practice and Design](#)

Applicants must clearly demonstrate their commitment to EDI-RP and support for ECRs.

### **Actions proposed are expected to:**

- remove barriers and provide opportunities for the meaningful integration of individuals from all groups, including the four designated groups (women, Indigenous Peoples, members of visible minorities and persons with disabilities), and
- explain how ECRs will be included in the team and integrated in a meaningful way, including plans to support their leadership and development throughout the project.

## Evaluation Criteria

# High Risk

**High risk**, in the context of the Transformation stream, refers to the **novelty of the proposed approach to the challenge**.

Proposals will have to explain

- why the project is **novel**, as it relates to the latest methods, concepts, information, and techniques;
- how the approach builds on and benefits from **expertise and resources** across Canada and/or internationally;
- what makes the approach **world-leading**; and
- why the approach is expected to lead to **real change**.



## Evaluation Criteria

# High Reward

**High reward** is defined as the potential to create a **significant and real change or impact** — to be transformative.

Applications must explain the anticipated change or impact that is likely to result and its significance.

Proposals must also outline the **major short-, medium- and long-term changes** that are expected, **the likelihood** of their achievement, **and who (or what) will be affected** by the changes.



## Evaluation Criteria

# Feasibility

**Feasibility** covers the plan and the ability to execute the activities. It considers elements such as the:

- problem or challenge being addressed;
- proposed approach, including EDI in research practice;
- knowledge, expertise and capacity of the team;
- workplan and timeline;
- engagement and collaboration with First Nations, Inuit and Métis peoples (for Indigenous research) when appropriate; and
- suitability of the research environment (i.e., access to required infrastructure);
- management plans.



For more information on the criteria refer to the [evaluation matrices](#)

Review Process

## Evaluation matrices

High Risk, High Reward and Feasibility are evaluated using a seven-point scale



For more information on the criteria refer to the [evaluation matrices](#)



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# Review Process

## 2024 Transformation



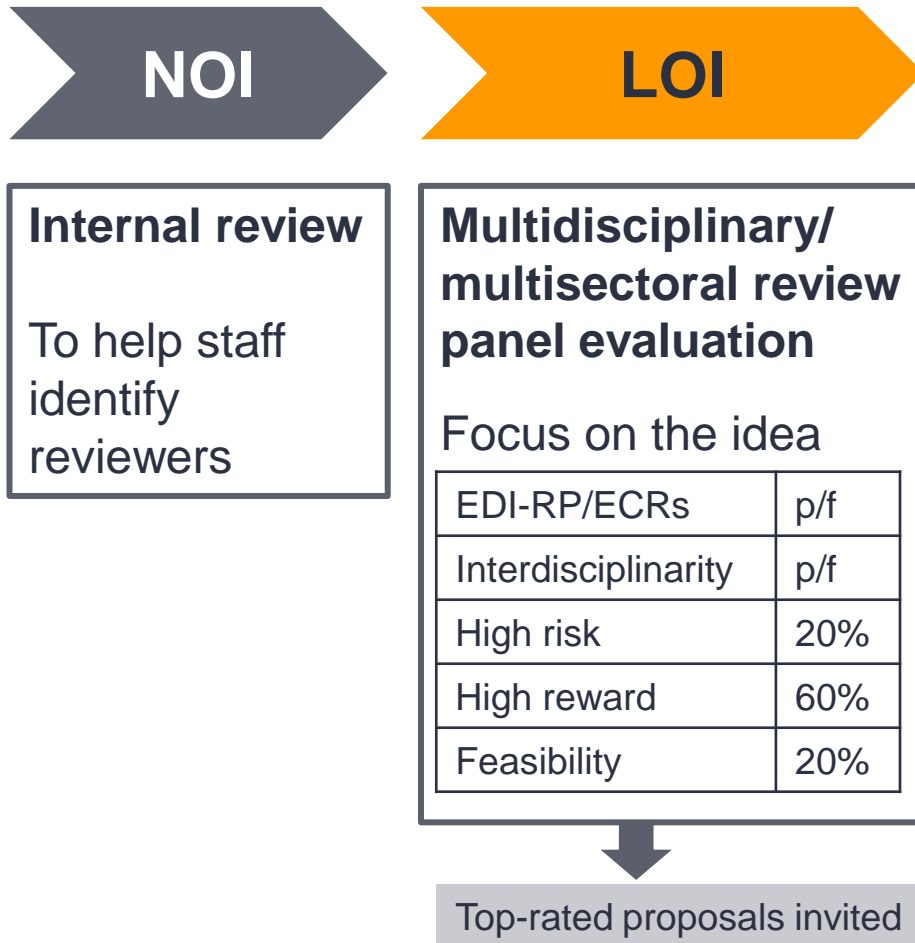
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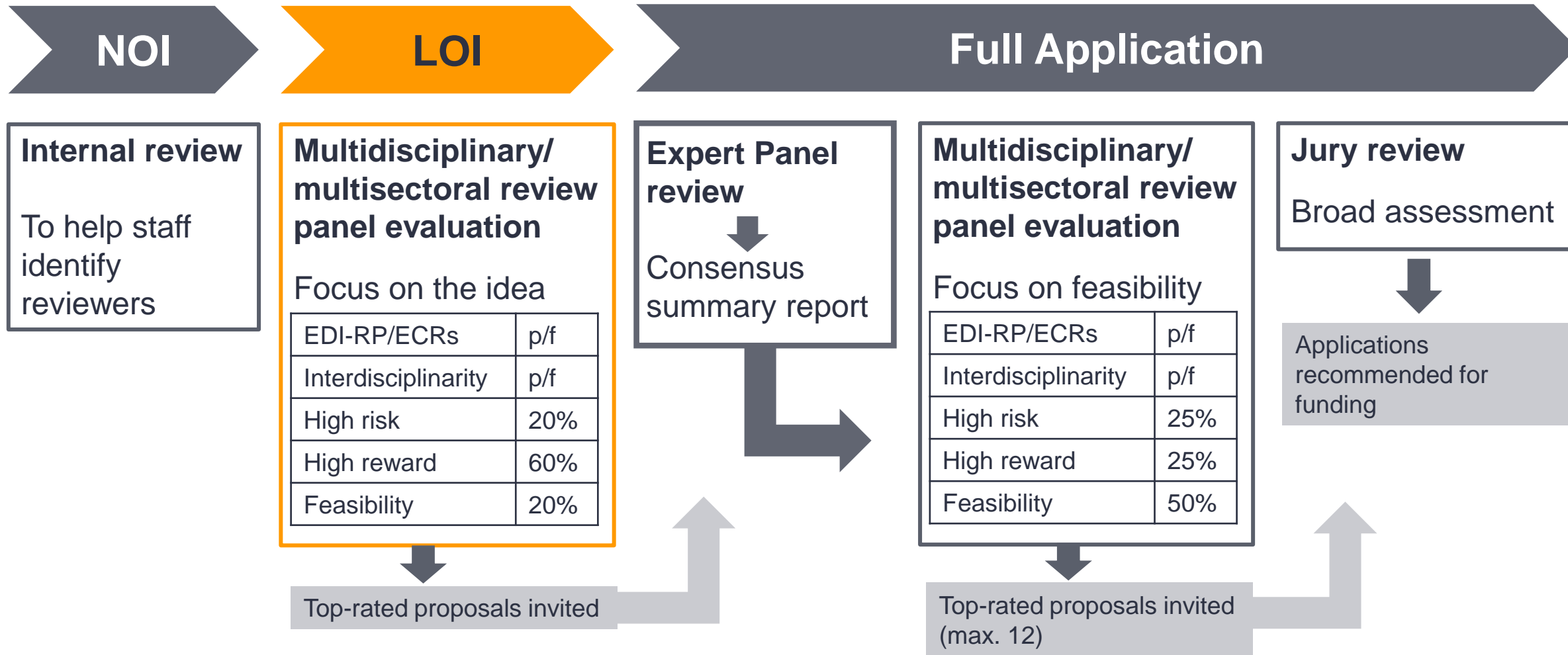
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## Review Process Overview



## Review Process Overview





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# Information for RGOs

## 2024 Transformation



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Information for RGOs

## Research Grants Officer (RGO) Role

**RGOs**, in the [Convergence Portal](#), can:

- **view** NOIs, LOIs, and full applications from NPIs at their institution (including those that are expired, in progress, and submitted)
- **return** submitted NOIs, LOIs, and full applications to the NPI
- **submit** NOIs, LOIs, and full applications to the agency

**RGOs are responsible for submitting** the NOIs, LOIs, and full applications to the agency.

Before submitting to the agency, **the RGO will be asked to confirm:**

- that the **participants** meet the eligibility requirements
- that the **proposed research project** meets the eligibility requirements

Information for RGOs

## RGO Role

By forwarding the application, the RGO will also be certifying on behalf of the institution, that the NPI

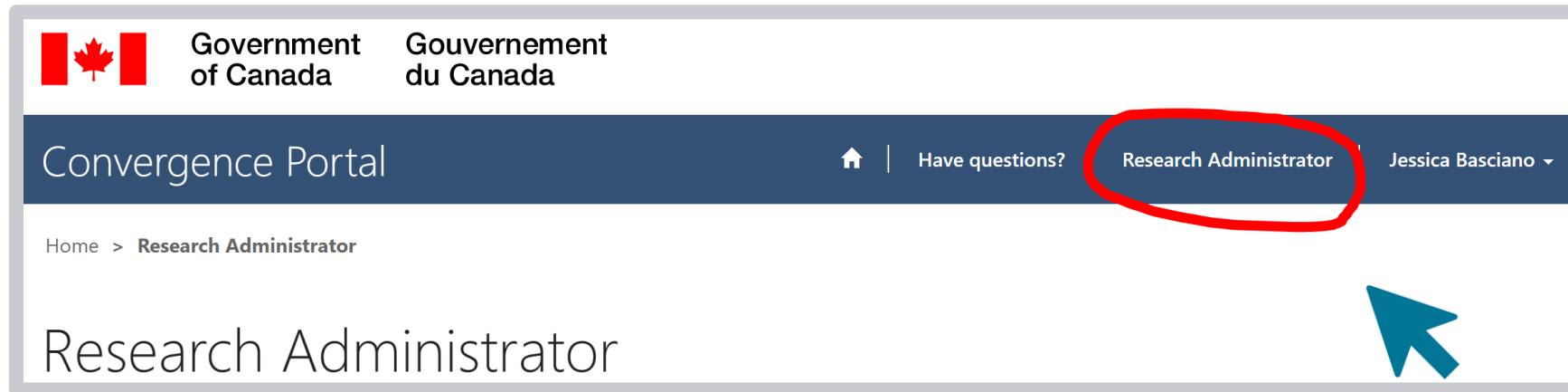
- is (or will be) affiliated with the institution or organization
- has the necessary time and resources to carry out the activity
- will email [NFRF-FNFR@chairs-chaire.gc.ca](mailto:NFRF-FNFR@chairs-chaire.gc.ca) of any changes during the tenure of the grant, including changes in the composition of the team, such as the addition of new co-PIs, co-applicants, or collaborators



Information for RGOs

## RGO role

RGOs can use the **Research Administrator** button to access their institution's applications.



If you are an RGO and you don't see the button, please contact [websupport@chairs-chaire.gc.ca](mailto:websupport@chairs-chaire.gc.ca)



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# Resources and Questions

## 2024 Transformation



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Resources and Questions

## Resources

**Program-related questions:**

**[NFRF-FNFR@chairs-chaire.gc.ca](mailto:NFRF-FNFR@chairs-chaire.gc.ca)**

**Convergence Portal help:**

**[websupport@convergence.gc.ca](mailto:websupport@convergence.gc.ca)**

613-995-4273

**Program Links:**

**[NFRF Website](#)**

**[EDI Guide](#)**

**[Competition Overview](#)**

**[LOI Guide](#)**

**[Reviewer Manual](#)**

**[Evaluation Matrices](#)**

**[Frequently Asked Questions](#)**



Resources and Questions

# Questions

