




UNIVERSITY
OF MANITOBA

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June 9, 2016

TO: Associate Deans (Research)

FROM: Dr. Digvir Jayas, Vice-President (Research and International) 

RE: **NSERC RESEARCH TOOLS AND INSTRUMENTS (RTI) GRANTS PROGRAM –
UPDATED INTERNAL APPLICATION PROCESS**

Under the current RTI program, the University of Manitoba has a quota of 18 applications for the October 2016 competition. The internal deadline for submission of applications to be considered as part of the University's quota for this competition shall be September 12th.

As you know, NSERC has introduced a quota system to limit the number of applications an institution may submit to this competition. The quota is based on the number of NSERC-funded researchers in the natural sciences and engineering at the institution.

To ensure the University maximizes the opportunity to submit its full quota of applications to this competition, the following internal review process has been established:

- Complete applications, including all required quotations and NSERC Canadian Common CV (CCV) from applicants and co-applicants, must be submitted to the Office of Research Services **by no later than September 12th**.
- Applications received by the internal deadline date will be reviewed by the Office of Research Services and the NSE Research Facilitators who will make recommendations to the Vice-President (Research and International).
- The top-ranked applications according to the NSERC evaluation criteria will be selected to proceed to full application within the limits of the above quota. Applicants will be informed by the Office of Research Services **by no later than September 26th** whether their application will be approved to proceed as part of the University's quota for this competition. Feedback will be provided to applicants from this process for their use in revising the application or for reference in considering future applications to this program.
- Applicants will work with the Office of Research Services and the NSE Research Facilitators to finalize their applications for the October 25th NSERC RTI deadline.
- Matching support for RTI applications (where the total request is greater than or equal to \$100,000.00) is available from the Office of the Vice-President (Research and International) in partnership with Faculties/units at the University. Applicants should include confirmation of cash contributions from their Faculty/unit along with their submission for the September 12th deadline for consideration of matching funds support from the Office of the Vice-President (Research and International). **VPRIO support is only available on RTI applications greater in value than \$100,000, and will be provided up to a maximum of 5% of the application value, but no greater than \$8,000 for larger applications.**

IMPORTANT: As of the October 2015 competition, **NSERC moved the application process for all RTI categories** from the traditional On-Line System (using Form 100) to the **NSERC Portal (requiring a CCV)** as it has done for the NSERC Discovery Grants competition.

The RTI program has not otherwise been majorly changed. The program will continue to provide one-year awards up to \$150,000 to support the purchase or development of research equipment with a total net cost between \$7,001 and \$250,000. Researchers can be on more than one RTI application. The criteria for evaluation of these applications also remain the same.

Please be aware that NSERC will only accept applications for equipment that is purchased after the application deadline.

The quota does not apply to the Subatomic Physics Research Tools and Instruments applications.

Please distribute this memo to researchers within your units as appropriate. Questions on the above process and changes to the RTI program may be directed to the Office of Research Services.

cc: Dr. Jay Doering
Dr. Gary Glavin
Ms. Barbara Crutchley
Ms. Nancy Klos
Deans & Directors