

## Schulich Infrastructure Support Grant (SIS grant) Fall 2023 Competition

### **GUIDELINES:**

#### **OVERVIEW**

The Schulich Infrastructure Support Grant provides Schulich faculty with a mechanism to acquire, develop or improve shared equipment directly used for research that they cannot obtain through other funding channels. Additionally, this program aims to catalyze and support collaborative research within the Schulich School of Medicine & Dentistry.

**The fixed, capital asset may be non-disposable equipment, equipment enhancement attachments, fabricated equipment, service contracts, extended warranties or software. Proposals must be able to demonstrate multi-investigator utilization or placement in a core facility.**

#### **ELIGIBILITY**

Full-time faculty members in Schulich from all disciplines are eligible to submit proposals. The Principal Investigator (PI) must hold their Western primary academic appointment in Schulich. While researchers from outside of Schulich may be co-investigators, they may not be PIs. PIs that received a SIS grant in the previous cycle are not eligible to apply.

#### **AWARD INFORMATION**

The number of awards for this competition will depend upon available funds. Applicants will be notified via email of award decisions (Winter). Awards will be administered through a research account established through Research Western. The maximum award amount is \$25K. Matching funds may be provided by the applicant to a maximum value of \$50K.

#### **AVAILABILITY OF FUNDS**

Funds will be available for one year. Any funds unexpended after one year will be returned to Schulich. Funds may be used only for the purchase of the requested equipment. Any changes in the proposed use of funds must be approved by the Vice Dean, Research and Innovation. Duplication of funds are not allowed.

#### **USE OF FUNDS**

The following lists eligible and ineligible items.

##### ***Items ELIGIBLE for support***

Research equipment that falls in one of the following categories:

- Non-disposable equipment
- Equipment enhancement attachments
- Fabricated equipment
- Equipment-related expenses (software, service contracts, etc.)
- Computers needed to control the requested equipment, shared servers and workstations
- Non-personal computers for analysis of large datasets

**Items NOT ELIGIBLE for support:**

- 1) Consumables (animals, one time use/disposable products, etc...)
- 2) Personal computers/workstations (regardless of cost)
- 3) Construction and building renovations (i.e. fume hoods, permanent lab benches), including mechanical and electrical services
- 4) Consultation expenditures
- 5) Legal fees, accounting fees, patent fees

NOTE: If applicants apply for funding outside of this competition at the same time that covers the total cost of the equipment requested and they are successful with both, the applicant must only accept one award. Duplication of funding is not allowed.

**SELECTION PROCESS AND CRITERIA**

Proposals will be reviewed by a panel convened by the Vice Dean, Research and Innovation.

The following criteria will be used to evaluate proposals:

- Merit of the research enabled by the requested equipment
- Impact on Schulich research capacity and competitiveness
- Impact on Highly Qualified Personnel (HQP) including EDID considerations -
- Demonstration of impact on collaborative research (shared equipment)
- Demonstrated need, urgency, and suitability
- Plans to maintain and manage the requested equipment
- Financial contributions towards the purchase or support of the infrastructure

**REPORTING**

In order to evaluate this internal funding program, the principal investigator will be contacted by the Schulich Research Office to complete a survey after the project period end date to learn about the outcomes resulting from this funding.

**SUBMISSION**

Submit your completed application (including CVs and equipment quotes) in a single PDF document to [research@schulich.uwo.ca](mailto:research@schulich.uwo.ca). Please note that hard copy submissions are not required. **LATE or INCOMPLETE APPLICATIONS WILL BE REJECTED WITHOUT CONSIDERATION.**

A ROLA is not required at the time of application.

A ROLA form will be initiated for successful applicants following adjudication of the competition. Applicants must review and submit the ROLA within one month of being notified that it has been initiated for them. If a ROLA is not submitted by the applicant within one month, the applicant forfeits the award.

**Deadline: by/before 4:00 PM ET on Tuesday, December 5, 2023 to:**

**[research@schulich.uwo.ca](mailto:research@schulich.uwo.ca)**

Include in the subject line of the email: **“2023 SIS Grant – Last Name of Principal Investigator”**

**REQUIRE ASSISTANCE? CONTACTS:**

Lee-Ann Briere ([Lbriere2@uwo.ca](mailto:Lbriere2@uwo.ca))

Mary Ann Pollmann-Mudryj ([maryann.pollmann-mudryj@schulich.uwo.ca](mailto:maryann.pollmann-mudryj@schulich.uwo.ca))

# Schulich Infrastructure Support Grant (SIS grant) APPLICATION FORM

## PART 1: APPLICANT AND RESEARCH GRANT INFORMATION

Project Title:

Total Amount Requested: \$

Round amount requested to the nearest dollar (must be in Canadian currency).

### PRINCIPAL INVESTIGATOR:

**Principal Investigator (PI):** There may be only one Principal Investigator for this submission.

Principal Investigator: \_\_\_\_\_ Email: \_\_\_\_\_

Department: \_\_\_\_\_

Signature: \_\_\_\_\_

### CO-INVESTIGATOR (S):

*Please add additional lines as needed.*

Co-investigator	Title	Department	Signature
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

### CHAIR'S SIGNATURE:

*Signature approval confirms support for this application and agreement that the terms and conditions for the Schulich Infrastructure Support grant guidelines have been met.*

**CHAIR'S SIGNATURE:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## PART 2: PROPOSAL

Describe the equipment proposal in detail and in terms capable of being understood by an academic from another discipline. Avoid jargon.

- **Maximum length of 2 pages, minimum size 12 Times Roman and ¾ inch (2 cm) margins.**
- **References, if necessary, may be added as an appendix.**
- **All the following items must be addressed:**
  - a) Clearly state why the equipment is essential for the research. Describe the availability of similar equipment in Schulich and provide the rationale for acquiring the equipment if necessary. Describe any need to replace or repair obsolete or failed equipment.
  - b) Provide a justification for the equipment requested, describe the significance and quality of the research it enables. Describe whether the equipment will enhance the team's ability to obtain grants or contracts?
  - c) Describe who will use this equipment and any management and/or maintenance plans that extend beyond the warranty period. Describe plans for equitable usage and access.
  - d) Indicate how the equipment will enhance the training of highly qualified personnel (HQP)? Include any considerations for EDI-D (Equity, Diversity, Inclusion and Decolonization) in training for HQP?
  - e) Describe where the equipment will be located/housed.

## **PART 3: ATTACHMENTS**

### **Attachment 1: CV**

#### ***Acceptable CV Attachments:***

- **Option 1: Document that lists your ORCID and max 1-page attachment** (*attachment is to provide information required as outlined below not found in ORCID. E.g. Grad Student Supervision or Other Trainee Supervision*).
  - **NOTE:** If choosing Option 1 – please ensure your ORCID publications section includes publications from the last 5 years and the Grant Funding section contains pending, current and past funding from last 5 years.

#### **Please note that all submissions must include from the past 5 years: (maximum)**

- **Publications**  
List publications by applicant(s) (with complete bibliographic references) for the last 5 years.
- **Graduate Student Supervision**  
List names of, and degrees conferred on, graduate students for whom the applicant(s) was/were chief supervisor during the last 5 years, including current students.
- **Other Trainee Supervision**  
List names of all other trainees for whom the applicant(s) was/were chief supervisor during the last 5 years, including postdoctoral fellows, clinical research fellows, medical and dentistry students and undergraduates. List dates for each trainee's tenure in the laboratory.
- **Funding for Pending, Present and Past Awards**
  - a) List **all** sources of funds held in the last 5 years and those for which you have currently applied.
  - b) Include:
    - i) Name of principal investigator and co-investigators;
    - ii) Project title;
    - iii) Funding agency;
    - iv) Type of support requested (i.e. research grant, strategic grant, equipment grant, conference grant, fellowship, contract, etc.)
    - v) Project period (i.e. start and end date); vi) funds requested and funds received;

vii) Status (i.e. awarded, denied, pending).

- **Option 2: CIHR Biosketch (from the past 5 years)**

- Biosketch quick reference guide can be found here: <https://cihr-irsc.gc.ca/e/48437.html>

**NO other types of CV attachments will be accepted.**

**Please also include a CV for each co-investigator involved in this grant.**

**Attachment 2: Equipment Quotes**

If possible, please include 2 comparable quotes for the requested equipment.

**SUBMISSION**

Submit your completed application (including CVs and equipment quotes) with all required signatures in a single PDF document to [research@schulich.uwo.ca](mailto:research@schulich.uwo.ca). Please note that hard copy submissions are not required. **LATE or INCOMPLETE APPLICATIONS WILL BE REJECTED WITHOUT CONSIDERATION.**

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