



a place of mind

UBC Okanagan Campus Internal Grant Program Terms OPPORTUNITY FOR EQUIPMENT REPLACEMENT, REPAIR OR PURCHASE (NSERC)

Office of Research Services
Phone: (250) 807 9412

Value: up to \$5,000

<u>Application Deadline</u>		<u>Results Expected</u>
July 14, 2017	4:00 PM	August 1, 2017

Details

Due to the presence of residual funds in the UBCO NSERC GRF, there is a one-time opportunity to request funds for research tools and equipment. Up to \$5000 (per proposal) is available towards the replacement, purchase or repair of urgently needed research tools or equipment. Matching funds from the applicant's Faculty may be used for expenditures over \$5000. The VPR will match the Faculty (or other) funds up to an additional \$2500 (though the faculty may contribute a greater amount). The Faculty funding must be in place and confirmed at the time that the application is submitted. Such sources could include funds from the applicant's Faculty or Department or NSERC Discovery Grants held by the applicant or co-applicants.

Total available funds are limited and depending on the size of the requests it is estimated that approximately six or seven proposals could be funded.

Requirements

- The applicant must be a continuing faculty member, tenure or tenure-track in the professoriate stream.
- The applicant(s) hold active NSERC grants.
- The applicant(s) cannot submit more than one application as a PI.
- Maximum GRF request of \$5,000; any proposed cost above \$5,000 must be covered by applicant; extra funding must be confirmed at time of application. The VPR will match up to \$2500 of the extra contributions.
- Funds must be spent before December 30, 2017. Funds not spent by that date will revert to funding source.

Non Eligible:

- Professors Emeriti
- Research Associates
- Postdoctoral Fellows
- Visiting Scholars
- Sessional Lecturers
- Part-time appointees
- Adjunct faculty

Eligible Budget Requests:

- Cost to purchase, repair or replace research tools and equipment

Ineligible Budget Requests:

- Renovation of facilities
- Training costs associated with learning how to operate or use the new equipment
- Extended warranties
- Consumables
- Non-equipment items
- Items intended solely for undergraduate or graduate instruction
- General purpose (personal) computer equipment or software
- Office equipment

Applications (free form) must be single sided, minimum 1.5 spaced, minimum 12pt Times New Roman and include the following:

- ½ page** summary of the research program(s) to be supported and it's impact on HQP training
- ½ page** description of how the equipment will enhance the applicant's ability to obtain future grants or contracts.
- ½ page** description of who will use and maintain the proposed tools or equipment
- 1 page** description of the research tools or equipment and justification for the urgent need to replace/repair/purchase. Justifications should provide information on:
 - the need to replace/repair/purchase the proposed research tools or equipment to undertake the research program(s) effectively;
 - the impact on the research program of a delay in acquiring the tools or equipment;
 - the availability of similar tools or equipment in the same department, elsewhere in the university, or at nearby institutions;
 - the accessibility and degree of utilization of such tools or equipment.
- Quote(s)** indicating the full cost of the purchase(s).
- If applicable, confirmation of the source and availability of the matching funds.
- A recent NSERC CV (Form 100 or NSERC Researcher CCV) for the applicant and co-applicants.

Selection Process and Criteria:

Proposals will be reviewed by the Research Advisory Committee (RAC). Note that while the committee members are established researchers in their own right with varied areas of expertise, no applicant can rely on the committee being knowledgeable in the applicant's specialized area of research. Thus, applicants are strongly encouraged to write about the proposed research in non-technical language understandable to researchers in other fields.

The following criteria will used to evaluate proposals:

- Merit of the applicant's research program enabled by the requested equipment
- Impact on HQP training
- Need for the research tools and equipment

Applications must be attached to a [Research Project Information Form](#) and submitted to ORS by 4:00 PM on the deadline. Funding decisions will be announced by August 1, 2017.

Additional Information:

Grant Administration: Individual PGs (research accounts) will be established for each grant-holder. Expenditures against this PG will be processed through the grant-holder's Faculty/Unit office. No additional funds will be made available during the grant term.

Term of the Grant: The term of the grant is August 1 – December 31, 2017. No extensions will be possible with this award. All eligible expenditures must be incurred prior to the end of the award term after which time any unspent funds will be inaccessible to the grant holder.

Reporting: A final report must be submitted to the Office of Research Services no later than six weeks after the end of the award term. Failure to submit reports will prevent consideration of subsequent internal grant applications.