



2025 NSERC Discovery Grant Competition Information session

Faculty of Science

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science | YORK U

Agenda

- **Overview**
- **Eligibility**
- **Deadlines**
- **Preparing the NOI**
- **Preparing the full application**
- **Submission process**

Overview

- **Objectives:** Provides operating funds for researchers in the **natural science and engineering**
- Individual grant, researchers can only hold one grant at a time
- Two applicant categories:
 - Early career researchers (ECR) – up to 5 years into their first independent academic position
 - Established researchers (ER) – Everyone else
- **Value:** Variable, ranges from ~ \$10,000 to \$100,000 per year
 - Can be further increased with supplements
- **Duration:** Up to 5 years

[DG Program Overview: https://www.nserc-crsng.gc.ca/professors-professeurs/grants-subs/dgigp-psigp_eng.asp#generalapplication](https://www.nserc-crsng.gc.ca/professors-professeurs/grants-subs/dgigp-psigp_eng.asp#generalapplication)

Eligibility

➤ Funding and subject matter eligibility

- Research must fall within the NSERC mandate
- Must be distinct from other CIHR, SSHRC or NSERC-supported research
- Encouraged to obtain other sources of funding to cover expenses NOT included in NSERC DG

➤ Funding criteria for faculty

- Must hold or have a firm offer for an academic appointment for the duration of the award
- Research cannot be under the direction of another individual.
- Must be able to supervise postdocs, grad students and undergraduate theses students.

Eligibility

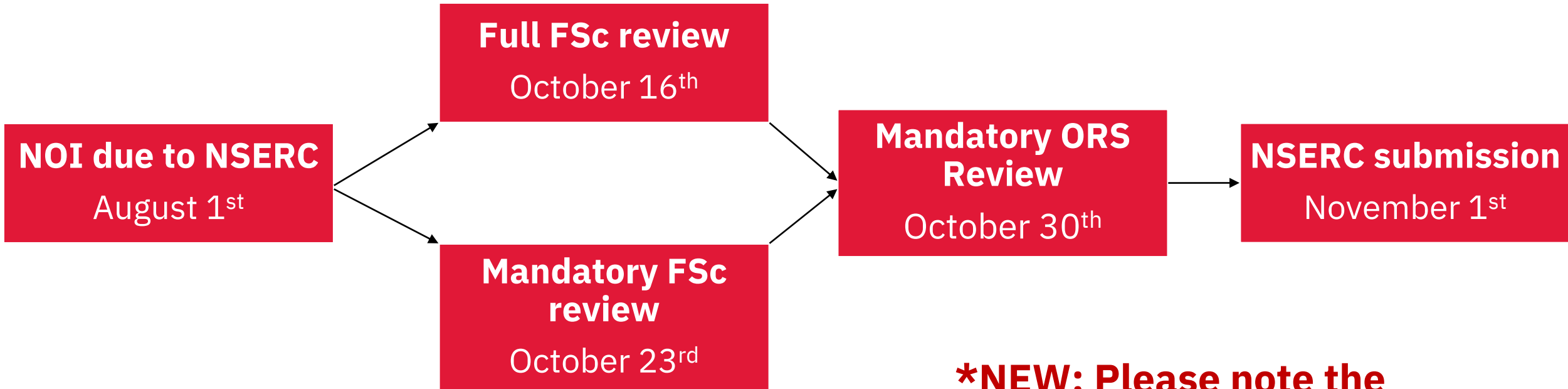
- Science and engineering research, other than health sciences
 - Fundamental processes in humans (**not for diagnoses, treatment or prevention of diseases**)
 - Pharmaceutical, nutraceutical and functional foods for human use **NOT eligible**
 - Medical devices and technologies (**not in pre-clinical or clinical trial stage**)
-
- Review guidelines for eligibility before submission

Health guidelines: https://www.nserc-crsng.gc.ca/NSERC-CRSNG/policies-politiques/Addendum-Addenda_eng.asp

Deadlines

- Notification of Intent to Apply (NOI) due at NSERC: **August 1st 2024**
- Application due to **Faculty of Science (FSc)** Research Services at: sciapps@yorku.ca
 - Full Review: **October 16th 2024**
 - Mandatory review: **October 23th 2024** by **9:00 AM**
- Final application due at ORS for mandatory review: October 30th 2024 by 9:00 AM
- Application due at NSERC: **November 1st 2024** at **10:00 AM**

Overview – Application Timeline



***NEW: Please note the deadline is 10:00AM NOT 8:00PM**

Notice of Intent (NOI) Stage

- **External deadline – August 1st 2024**
- Submitted directly to NSERC Research Portal
- Submitted with a [NSERC Canadian Common CV](#)
- Components:
 - Research topics, keywords (up to 10), title
 - Summary of the proposal (max 6,000 characters)
 - Suggest 5 external reviewers
 - Exclude External reviewers (optional)
 - Select [Evaluation Groups List](#)

Full Application Stage

➤ Faculty of Science (FSc) Deadlines

- Full review – **October 16th 2024** (application, budget and ORS checklist)
- Mandatory review – **October 23th 2024** by **9:00AM** (budget and ORS checklist)
- Submitted to Research Office (sciapps@yorku.ca) prior to Research Portal submission
- Review supplements:
 - [Discovery Launch Supplement](#), [DND/NSERC Supplement](#), [Northern Research Supplement](#)
- Resources:
 - [Instructions](#), [Merit Indicators](#), [Peer Review Manual](#), [NSERC Resource videos](#)

Full Application Stage – STRAC Policy

- On January 16, 2024, the Government of Canada published its [Policy on Sensitive Technology Research and Affiliations of Concern](#).
- “Grant applications that involve conducting research that aims to advance a [Sensitive Technology Research Area](#) will not be funded if any of the researchers involved in activities supported by the grant are currently affiliated with, or in receipt of funding or in-kind support from, a [Named Research Organization](#)”.
- Please read the [Tri-agency guidance on the STRAC Policy](#) to understand how this policy may impact your grant application.

Full Application Stage - Outline

- › Identification
- › **Summary of Proposal (max 3,000 characters)**
- › Proposed expenditures (5-year budget)
- › Relationship to other funding (12,000 characters)
- › **Highly Qualified Personnel Training Plan**
- › **Past Contributions to Highly Qualified Personnel Training**
- › Most significant research contributions (9,000 characters)
- › Additional information on contributions (3,000 characters)
- › Attachments (Proposal, budget justification)
- › **ORS Checklist**

[Instructions for completing the application: https://www.nserc-crsng.gc.ca/ResearchPortal-PortailDeRecherche/Instructions-Instructions/DG-SD_eng.asp](https://www.nserc-crsng.gc.ca/ResearchPortal-PortailDeRecherche/Instructions-Instructions/DG-SD_eng.asp)

Full Application Stage - Summary

➤ Summary of the proposal

- 3,000 character maximum
- **Plain language** summary
- Outlines the nature of the work to be done, and why it is important
- Avoid jargon and technical details
- Critical to stress the **importance**, **outcomes** and **benefits** of this research

Full Application Stage - Budget

➤ Proposed Expenditures

- 5-year budget for all proposed expenditures
- Subject to principles and directives for the usage of grant funds outlined by the [Tri-agency Guide to Financial Administration](#)

Categories to include consider:

- Salaries and benefits
- Equipment or facilities
- Materials and supplies
- Travel
- Dissemination
- Other expenses
- Contributions from other funding sources

Full Application Stage – Other support

➤ Relationship to other research support

- 12,000 character limit
- For any CIHR/SSHRC funding held or applied for:
 - How **proposed research, objectives or expenses** are distinct from those sources of funding.
 - How the contributions to research from the proposed DG are distinct from those resulting from other funding support.
 - You may hold funds from other sources for the same research ideas/objectives, **as long as they are used to cover different expenses and the funding sources are not CIHR and/or SSHRC.**

Full Application Stage - HQP

› Highly Qualified Personnel Training Plan

- 9,000 character limit (2 subsections)
- **Training Philosophy**
 - Describes your approach to training, your mentoring approach and the type of research training and professional development opportunities provided.
 - Describe how you will meet with trainees, how recruitment is done, how publishing works etc.
 - Remember to incorporate equity, diversity and inclusion (EDI) considerations.

Full Application Stage - HQP

➤ Highly Qualified Personnel Training Plan

- 9,000 character limit (2 subsections)
- Training Philosophy
- **Research Training Plan**
 - Outline how the proposed research program and its projects are appropriate for HQP training, and how it will fit within your training philosophy
 - Discuss the involvement of trainees in projects (%), and what skills will be gained by the trainees.
 - Remember to incorporate EDI considerations

Full Application Stage - HQP

➤ Highly Qualified Personnel Training Plan

- 9,000 character maximum
- Training Philosophy
- Research Training Plan
- **Equity, Diversity and Inclusion considerations**
 - **No distinct EDI section**, must be incorporated into each section.
 - Describe the barriers or challenges encountered in ensuring inclusivity in your research.
 - Describe how your approaches are promoting participation from a diverse group of trainees.
 - Outline the steps being taken to increase inclusiveness in your research program

Full Application Stage – Past contributions to HQP

➤ Past contributions to the training of Highly Qualified Personnel

- 6,000 character limit (3 sub-sections)
- Your most significant contributions to the training of HQPs **over the last 6 years.**

1. Training Environment

- Research training and development opportunities provided to the HQP
- E.g. Science outreach, interdisciplinary research, promoting EDI in the NSE, collaborations, interactions with the private and public sectors

Full Application Stage - Past contributions to HQP

➤ Past contributions to the training of Highly Qualified Personnel

- 6,000 character limit (3 sub-sections)
- Your most significant contributions to the training of HQPs over the **last 6 years**.

1. Training Environment

2. HQP awards and research contributions

- Describe research contributions by HQP, presented narratively (not in list).
- E.g. publications, patents, key presentations, awards, scholarships, fellowships

Full Application Stage - Past contributions to HQP

➤ Past contributions to the training of Highly Qualified Personnel

- 6,000 character limit (3 sub-sections)
 - Your most significant contributions to the training of HQPs over the **last 6 years**.
1. Training Environment
 2. HQP awards and research contributions
 3. **Outcomes and skills gained by HQP**
 - The most significant examples of HQP outcomes, and how your training strategy contributed to their success
 - E.g. specific skills and/or experiences gained as your trainee helped them further studies or in their career

Full Application Stage - EDI in Past HQP

- Describe the barriers and challenges related to EDI specific to both York and your field of research.
- Outline specific actions to support the recruitment of a diverse set of HQPs.
- Describe how you are creating an inclusive and supportive research environment.
- Describe the **concrete examples of EDI best practices**:
 - Discussing barriers trainees may face, and proactive steps being taken to overcome them
 - Transparent recruitment processes, looking for trainees from marginalized groups
 - Encouraging trainees from marginalized groups to take on leadership roles.

Full Application Stage - Research Contributions

➤ Most significant contributions to research

- 9,000 character limit
- **5 most significant** research contributions **over the last 6 years**
- E.g. advancing knowledge, developing technology, addressing socioeconomic/environmental concerns, contributing to EDI, etc.
- For each contribution, describe its impact, significance to, and use by, other researchers and end users.

➤ Additional information on contributions (optional)

- 3,000 character limit
- Explanation for contributions listed in NSERC CCV
- [Guidelines for contributions to research and training](#)

Full Application Stage - Attachments

› Proposal – 5-page maximum

1. **Recent progress**
2. **Objectives** – Both **short** and **long-term (> 5yr)** objectives of your research program
3. **Literature review** - placing the proposed research in the context of the state of the art
4. **Methodology** – providing sufficient details to allow the reviewers to assess the feasibility of the research activities. **Include any EDI considerations which may be relevant**
5. **Impact** – The anticipated significance of your research

Full Application Stage - Attachments

- › Proposal – 5-page maximum

Other Attachments:

- › Budget justification – 2 pages max
- › Other support sources – 10 MB max
- › List of references – 2 pages max
- › Sample research contributions – maximum 4 Pdfs (10 MB max for each)
- › Attachments are free-form and must respect the [Research Portal presentation and attachment standards](#) and page limits, where appropriate.

Full Application Stage - ORS Checklist

ORS CHECKLIST

This form must be completed by all York researchers submitting applications as either principal investigators (or as lead on institutional applications) or co-applicants and by all York researchers entering into research contracts, sub-contracts, and agreements.

Applications are expected to be reviewed by your Faculty-based research officer prior to submission to ORS.

The Office of Research Services (ORS) has a 48 hour (two working days) institutional signature practice for all grant and contract applications (for complete information on submission timelines please see: [Signature Policy \(https://yulink-new.yorku.ca/documents/20182/1250813/Signature+Policy+Memo/420ed568-51d7-479a-a377-c3d772980ff6\)](https://yulink-new.yorku.ca/documents/20182/1250813/Signature+Policy+Memo/420ed568-51d7-479a-a377-c3d772980ff6)).

For hard copy application submission, please check your preference of the following two options:

Return to PI to send to agency (or specify other _____) or ORS will send application to agency

SECTION A

1. Name _____ Role Principal Investigator Co-applicant
2. Faculty _____ Department _____ Address _____
3. Telephone _____ E-mail _____
4. Project Title _____
5. Name(s) of all Co-applicants (indicate external PI if applicable) _____
6. Agency and Program _____
7. Deadline _____

8. By checking the "Yes" or "No" columns in the table below, please indicate whether or not your research involves:

	YES	NO
Human Participants: Research that is subject to review includes any research involving interaction with or use of data from human participants (primary and secondary data). For a definition of secondary data analysis: http://research.info.yorku.ca/ore/policies-guidelines/ . For all relevant information on human research ethics review: http://research.info.yorku.ca/ore/human-participants/		
Vertebrate Animals: http://research.info.yorku.ca/research-involving-animals/		
Cannabis: https://www.canada.ca/en/health-canada/services/drugs-medication/cannabis/industry-licensees-applicants/applying-licence.html		
Biohazards (viruses, cells, microbes, recombinant DNA, lab animals, human/animal body fluids and/or their tissues): http://research.info.yorku.ca/ore/biological-agents/		
Controlled Goods (e.g. firearms, ammunition, munitions, goods and technologies that guide weapons systems, etc.): http://research.info.yorku.ca/research-services/controlled-goods/		

9. Some grants allow for the inclusion of overhead (i.e., indirect costs, FFA, and others) and all contracts must include overhead in the budget (<https://yulink-new.yorku.ca/documents/20182/1250813/York+Overhead+Guidelines/9f01daab-9b2b-4fe5-876f-a8017c31b965>).

Have the appropriate overhead charges been included? Yes Ineligible No, please explain:

10. Are you requesting course release/buy-out? No Yes If yes, what percentage of the total cost is being paid by your Faculty? _____%. Please indicate how much course release/buy-out is requested and in which years:

Full Application Stage - ORS Checklist

11. Does your proposal commit the University to contributing resources above and beyond the regular operating infrastructure available to you? If no, skip to **SECTION C**. If yes, complete **SECTION B** below (specify dollar value if applicable) or attach a spreadsheet that lists all York commitments indicating the sources. Also attach written confirmation of each York commitment from the unit providing it.

SECTION B

CASH CONTRIBUTIONS									
	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Source	Notes
Student salaries									
Admin support (e.g., secretarial, technical)									
Course release (enter if York is covering cost)									
Cash unrestricted									
Other (explain in Notes)									
Other (explain in Notes)									
Other (explain in Notes)									
Other (explain in Notes)									
Annual totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
IN-KIND CONTRIBUTIONS									
	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Source	Notes
Admin support (e.g., secretarial, technical, financial)									
York graduate fellowships									
Space (e.g., lab, office, studio)									
IT (e.g., software, hardware)									
Other (explain in Notes)									
Other (explain in Notes)									
Other (explain in Notes)									
Annual totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Project totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

SECTION C

Please complete/obtain the signatures below.

By signing this checklist, I am confirming that I and my co-applicants (if any) have the time and capacity to carry out the research and that if funded the project will be carried out in compliance with sponsor guidelines and York University regulations and policies as identified on the following web page: <http://www.yorku.ca/secretariat/policies/index-policies.html>. I confirm that the contributions listed above as applicant funds are funds that I have the authority to commit.

Applicant's signature _____ Date _____	
<p>This checklist must be signed by the Department Chair (or equivalent, if applicable) and Faculty Dean.</p> <p>By signing this checklist, I am confirming that I have read the application, that I approve the commitments, if any, from my Unit, and that the applicant has the necessary time and facilities to carry out the research.</p> <p>Chair's Signature _____</p> <p>Chair's Name _____</p> <p>Date _____</p> <p>Dean's Signature _____</p> <p>Dean's Name _____</p> <p>Date _____</p>	<p>If you are directing this application through a Research Centre or Institute, please indicate the full name of the Centre/Institute:</p> <p>Name of Centre/Institute _____</p> <p>_____</p>

Full Application Stage - Submission

- Submit everything to sciapps@yorku.ca
 - **Final** ORS Checklist and **final budget due October 23rd** by **9:00AM**
 - Application preview downloaded from NSERC website
- Full Review: **October 16th 2024**
 - Comprehensive review of application documents, ORS Checklist and Budget
- Mandatory review: **October 23rd 2024**
 - Verification of Budget and ORS Checklist
- Research office will submit to ORS, they will give approval for final submission to NSERC

Additional Resources

➤ From Research Commons

- [Video recordings](#)
- [Aijun An: Perspective from an NSERC DG Evaluation Group member](#)
- [George Zhu: NSERC Discovery Grant Mock Review Workshop](#)
- [Emilie Roudier: NSERC Discovery Grant](#)

➤ From NSERC

- [NSERC NOI video](#)
- [NOI instructions](#)
- [Instructions to prepare a Discovery Grant application](#)
- [Submitting an NSERC Discovery Grant application through the Research Portal](#)

➤ Documents from NSERC

- [Instructions for completing an application](#)
- [Discovery Grants peer review manual](#)
- [Discovery Grant merit indicators](#)
- [FAQ on the evaluation of the HQP criterion](#)
- [Guide for applicants: considering equity, diversity and inclusion in research](#)
- [CCV instructions](#)

[NSERC Discovery Grant NOI](#)
Live Q&A Session (Teams)
July 10 @ 1:00 – 2:30 PM

Thank you!

Contact for support: sciapps@yorku.ca