

Canada Foundation for Innovation



John R. Evans Leaders Fund Internal Call for Proposals

The SRCA office is requesting Letters of Intent (LOI) from faculty with a track record of research excellence to apply for the [John Evans Leaders Fund](#) (JELF) which offers competitive funding for research equipment needs in all disciplines. The JELF targets the recruitment and retention needs of Canada's universities, providing funding for recognized or developing research leaders with cutting edge research programs requiring infrastructure and providing an enriched training environment.

Every three years VIU receives a small allocation of funding that we may apply for from the Canada Foundation for Innovation and we recently received notice about a new allocation that is time sensitive. The Deadline for the LOI is **August 26**. Proposals will then be assessed to determine which ones will move forward to full application stage.

As this is the first time VIU is soliciting a call for proposals, we anticipate that there will be questions. There will be an information session on **August 15** from 1-2:30 in B305 R440. Please plan to attend if you intend to apply. If you cannot attend please contact Roisin Mulligan, Grants Facilitator at Roisin.Mulligan@viu.ca.

Eligible costs for a CFI application are:

- Renovations to existing space essential to house and use the infrastructure
- Research equipment including technology, software, and extended warranties
- Initial training necessary to use the equipment
- Professional and technical personnel to design, manufacture or install the infrastructure
- Acquisition of a database or costs to design or develop a data base to the point that it is ready for use by the research community

Non-eligible costs include:

- Infrastructure used primarily for teaching purposes
- Supplies and consumables
- The cost of primary data collection
- Conference travel
- Administrative expenses
- Trainee stipends or researcher salaries

A strong research CV is necessary to secure JELF funding. Up to three researchers may be named on the application but they all must have full time, continuing academic appointments. A colleague from another institution may be named as a Co-Applicant (contact Roisin for more details).

Note that CFI is a matching program which pays only 40% of the total project costs. A separate

application is required to the provincial matching program, the [British Columbia Knowledge Development Fund](#). The remainder of the funding formula is made up of VIU cash, other partner cash or in-kind contributions from equipment vendors. Please call Roisin to discuss your project's funding formula. The formatting and specific requests below are made to ensure that if your project is selected to proceed to the application stage so that parts of the full application are developed and underway.

The Letter of Intent

LOI's must include all of the following items in one PDF.

PROJECT DETAILS 2 pages maximum:

- a) Names, departmental and institutional affiliations of up to 3 researchers
- b) Title of project
- c) Research or technology development keywords: (160 characters including spaces)
- d) Specific infrastructure (80 characters including spaces)
- e) **Total** project cost- remember that the CFI funding only covers 40% of your project costs
- f) CFI request amount
- g) Plain language summary (1500 characters including spaces)
- h) Description of enriched training environment (1500 characters including spaces)

ASSESSMENT CRITERIA 6 pages maximum

CFI JELF projects are assessed against specific criteria. Using no more than 6 pages total address each of the below criteria. The assessment criteria are detailed in the [JELF Guidelines for completing a proposal](#). There are a few different types of JELF applications. This one would be JELF- Unaffiliated.

- 1) Research or Technology Development
- 2) Researchers
- 3) Benefits to Canadians and British Columbians

BUDGET 1 page maximum

Use the [CFI budget template](#) to develop your budget.

CVs for each researcher (any format)

- 1) Provide your academic background, work experience, list of published research contributions, and a list of research funding.

Please email all components of the LOI in one PDF to roisin.mulligan@viu.ca

Formatting: Pages must be 8.5" x 11", portrait layout with a 12 point black font with single line spacing and a one inch margin, minimum on each side. Include a header and list the Names of the Researcher(s).

For any questions please email or call Roisin Mulligan roisin.mulligan@viu.ca local 2575