

Canada Foundation for Innovation (CFI) Funding

Many research grants do not allow for the purchase of large equipment or for infrastructure renovation / construction costs. The CFI is the granting agency that allows for these expenses.

The CFI has many competitions to fund research technology and infrastructure. MRU qualifies for the John Evans Leadership Fund (JELF) competition and is the subject of this document.

Every three years, MRU receives a CFI JELF allocation of approximately \$400,000. MRU can submit applications up to this amount during this three-year period. The amount remaining at the end of this period will expire. This allocation is calculated based on MRU's previous success with Tri-Agency funding (SSHRC, NSERC, CIHR, NFRF). This allocation can be used for up to 40% of a project's costs:

CFI / JELF funding = 40% of total project costs

Alberta Small Equipment Grant Program (SEGP) = 40% of the total project costs

Donor / Sponsor / MRU/In-kind = 20% of the total project costs

MRU's CFI allocation may be used to apply to the JELF competition by any full time MRU faculty member who is part of an applicant team¹ with a research program, and who demonstrates the following:

- 1) A prospective applicant must:
 - a) Demonstrate excellence and leadership at a level appropriate for the stage of their career.
 - b) Have the expertise or relevant collaborations to conduct the research or technology development activities.
- 2) The prospective funding supports the development of research activities that are innovative, feasible and meet international standards.
- 3) The prospective infrastructure is necessary and appropriate to conduct the research or technology development activities.
- 4) The prospective infrastructure is optimally used and sustainable through tangible and appropriate commitments over its useful life.
- 5) The research or technology development results will be transferred through appropriate pathways to potential end users and are likely to generate social, health, environmental and/or economic benefits to Canadians, including better training and improved skills for highly qualified personnel.

¹ Please note that the success of CFI applications and implementation at Mount Royal University relies on a team approach.

You can find out more about the JELF competition here: <https://www.innovation.ca/apply-manage-awards/funding-opportunities/john-r-evans-leaders-fund>

CFI funding is held by the institution and, as such, prospective applicants must submit a proposal (internal Notice of Intent – iNOI) to the Dean of their Faculty for a preliminary valuation of feasibility and research quality. Dean approved proposals are forwarded to the AVP Research, Scholarship and Community Engagement (RSCE) for consideration. The AVP RSCE will consult with the Provost and the Office of Research Scholarship and Community Engagement (ORSCE) and, as needed, Provost Council, Finance, Human Resources, Facilities and any other impacted administrative functions.

MRU Application Process

The process of applicant selection, space consideration, and completing the JELF application takes considerable time and the efforts of many MRU units. If you wish to be considered for a portion of MRU’s CFI allocation, bring your proposal to your Dean’s attention as soon as possible. Please know: it may take 2 - 4 years from the time you submit your proposal to your Dean to the time you either receive your equipment or the use of the renovated space, if your application is successful. In addition, the total value of CFI JELF applications submitted at any given time cannot exceed the available allocation for the institution. Therefore, your proposal may need to await the decision on application(s) that have already been submitted to the system for consideration.

The JELF has three competition intakes annually: February 15, June 15, October 15.

Table 1. Timeline for each JELF competition intake.

Milestone	February 15	June 15	October 15
Researcher submits a proposal (iNOI) to the Dean	asap	asap	asap
The AVP RSCE, with input from the senior leadership and ORSCE, reviews and selects which proposal(s) to support.	asap	asap	asap
ORSCE notifies researcher & requests further information	April 15	Nov 1	Jan 1
Equipment List due to ORSCE	May 1	Nov 15	Jan 15
ORSCE submits information to Facilities, Procurement, and Development	May 15	Dec 1	Feb 1
Space Approval & Design Funds Obtained, Preliminary Budgets due to ORSCE	Sept 25	Feb 8	Mar 25
1st Draft of Research Proposal due to ORSCE and Faculty	Oct 15	Feb 15	Apr 15
Design Plans and Budgets Completed, Institutional Commitment Confirmed	Dec 15	Apr 15	Aug 15

2nd Draft of Research Proposal due to ORSCE and Faculty - for feedback	Jan 1	May 1	Sept 1
Research Proposal due to ORSCE	Jan15	May 15	Sept 15
Application submission to CFI by ORSCE	Feb 10	June 10	Oct 10
CFI Results to MRU	June	November	March
Application due to AB SEGP for Matching Funds	October	October (same year)	October (following year)
SEGP Results to MRU	February	February	February
New Quotes Acquired	March	March	March
Finalize Designs (if applicable)	April	April	April
Bid for Construction Contract (if applicable)	May	May	May
Renovations Begin (if applicable)	July	July	July
Renovations End (if applicable, dependent on project)	2 - 6 months	2 - 6 months	2 - 6 months
Equipment Installed (if applicable)	1 month after renovations complete	1 month after renovations complete	1 month after renovations complete
Sign Off on Renovations (if applicable), Operations Begin	2 months after renovations complete	2 months after renovations complete	2 months after renovations complete
1st Report due to CFI	1 year after operations start	1 year after operations start	1 year after operations start

Note the above time frames take into consideration the Faculty summer break (10 weeks, June 15 - August 31) & 2 weeks for Christmas

Internal notes:

- This document was originally intended to inform faculty members of the CFI / JELF opportunity and MRU’s internal processes. Some details are missing.
- Faculty needs to spearhead the request for space.
- The ORSCE recommends no submission in June because of difficulty contacting academic members during the summer for CFI requests for comments / revisions. This condition may be waived if faculty provide upfront commitment of availability.
- As of June 2022, the Facilities’ process for space allocation is in flux due to Exec Leadership transition.