

For Ministry Use Only

ERA Application Number

All fields should be filled but those marked with an asterisk (*) are mandatory.

Before completing the application, carefully review the Early Research Awards Round 17 Program Guidelines for details regarding completion of the form, including the Appendices.

1. Applicant General Information

Enter the researchers, also referred to as the principal investigator's (PI) contact information below.

Salutation	Last Name *	First Name *	Middle Name
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Title *

Department *

Address

Unit Number	Street Number	Street Name *	PO Box
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City/Town *	Province *	Postal Code *
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Telephone Number ext.	Email Address *
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The researcher (PI) is a full-time * Faculty Member Principal Investigator, based at the institution listed below

2. Applicant Institution

Enter the name of the Researcher's (PI) institution in the space below. *

3. Title of Proposal

Enter the proposal title in non-technical language. *

4. Alignment by Category *

Select the box that is the most applicable category for the proposed research. No category is considered more favourably than the others and the Ministry can decide to change or add a category and move the application into a more suitable category, if required. *

- | | |
|--|---|
| <input type="checkbox"/> Arts and humanities | <input type="checkbox"/> Energy, engineering and emerging technologies |
| <input type="checkbox"/> Environmental and natural sciences | <input type="checkbox"/> Health systems research (includes health policy) |
| <input type="checkbox"/> Information and communications technology, math and physics (includes astronomy and statistics) | <input type="checkbox"/> Life science - clinical research (includes epidemiology) |
| <input type="checkbox"/> Life science - non-clinical research | <input type="checkbox"/> Materials and advanced manufacturing (includes nanotechnology) |
| <input type="checkbox"/> Social sciences | |
| <input type="checkbox"/> Other, specify ► | |

5. Alignment by Canadian Research and Development Classification Code (CRDC)

You must identify the Canadian Research and Development Classification (CRDC) Codes for each of the three areas listed below. *
Refer to Appendix A in the program guidelines for further details.

(1) Type of Activity (TOA)

Code *	Division Title/Name *
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(2) Field of Research (FOR)

Level 1 Code *	Division Title/Name *
Level 2 Code *	Group Title/Name *
Level 3 Code	Class Title/Name
Level 4 Code (optional)	Subclass Title/Name (optional)

(3) Socioeconomic Objective (SEO)

Level 1 Code *	Division Title/Name *
Level 2 Code	Group Title/Name

6. Key Terms

Provide a maximum of 10 key terms that specifically describe the research area. *

7. Lead Institution Contact

Enter the contact information in the spaces below for the designated person at the institution who will communicate with the Ministry about the application.

Salutation	Last Name *	First Name *	Middle Name
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Title *

Department *

Address

Unit Number	Street Number	Street Name *	PO Box
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City/Town *	Province *	Postal Code *
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Telephone Number * ext.	Email Address *
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8. Research Summary

Use the space below (maximum of 200 words) to summarize the proposed research using non-technical language. State the issue(s) that the research will address, how the research will address it and how the research could benefit Ontario. This information will be used by the multidisciplinary review panel in understanding the application. Ensure the description can be understood by individuals with expertise outside of the research field. *

9.a. Description of the Researcher (PI) — Summary

Use the space below (maximum of 200 words) to provide a summary profile of the researcher, indicating area(s) of expertise, and main accomplishments. *

Does the Researcher (PI) currently hold any position or role, whether paid or voluntary at any foreign government, foreign academic or research institutions, Canadian military/defense entity, foreign military/defense entity, private enterprise and/or community organizations? *

Yes No

If yes, please provide details below:

Entity	Position	Details

9.b. Description of the Researcher (PI) — First Degree(s) Earned

In what year did the researcher (PI) complete their Doctor of Philosophy, Doctor of Veterinary Medicine, Medical Doctor or Terminal degree. *

- The researcher (PI) must have completed their first (worldwide) Doctor of Philosophy, Doctor of Veterinary Medicine degree, Medical Doctor, or Terminal degree on or after January 1, 2011.

Degree	Institution Name *	Date of Convocation * (yyyy/mm/dd)
Doctor of Philosophy (PhD)		
Medical Doctor (MD)		
Doctor of Veterinary Medicine (DVM)		
Terminal Degree		

9.c. Description of the Researcher (PI) — First Academic Appointment

What is the start date of the researcher's (PI) first independent academic research position.

- The researcher (PI) must have started their independent academic research career on or after January 1, 2016.
- The Ministry defines an independent academic research appointment as a position where a researcher (PI) is capable of independently publishing, supervising, and applying for funding.

Institution Name *	Start Date * (yyyy/mm/dd)	Position *

9.d. Description of the Researcher (PI) — Interruptions or Delays

If applicable (maximum of 200 words), please use this section to provide an explanation and dates (yyyy/mm) for any interruptions or delays that the researcher (PI) may have experienced during:

- The ten years following their first Doctor of Philosophy, Doctor of Veterinary Medicine, Medical Doctor or any Terminal Degree;
- The five years after starting their independent academic research career; or
- To clarify any interruptions or delays that may have impacted the researcher's (PI) productivity.

10. Researcher's (PI) Background — Research Supervisors

Please use the chart below to provide the name, department and institution of the researcher's (PI) Ph.D. supervisor, and post-doctoral research supervisor.

	Institution	Department	Start Date (yyyy/mm/dd)	End Date (yyyy/mm/dd)
Name of Ph.D. Supervisor				
Name of PDF Research Supervisor				
Other				

11.a. Researcher's (PI) Background in Training — Highly Qualified Personnel (HQP)

Please use the chart below to indicate the number of students, fellows and other research personnel that the researcher (PI) has supervised.

	Currently		Over past 10 years (excluding the current year)		Total
	Supervised	Co-supervised	Supervised	Co-supervised	
Undergraduate					
Master's					
Doctoral					
Postdoctoral Fellow					
Other					

11.b. Researcher's (PI) Background in Training — HQP Training Details

Use the space below (maximum of 200 words) to outline the training experience provided by the researcher (PI) in the development of HQP.

11.c. Researcher's (PI) Background in Training — Co-supervised HQP

Use the space below (maximum of 200 words) to outline the specific roles and responsibilities required by the researcher (PI) as a co-supervisor.

11.d. Policy Exemption — HQP Training

Use the space below (maximum of 200 words) to outline any institutional/departmental policies or circumstance(s) that may have affected the researcher (PI) training experience.

12. Training Plans for Research Team

Use the space below (maximum of 200 words) to describe the training plans for the research team. *

- List the proposed research team in terms of the number and level of each member. **Names are not required.**
- Outline the nature and level of knowledge and skills team members are expected to acquire from the proposed research.
- Describe how each member will be involved in the proposed research and the training they will receive. Be as specific as possible.
- Explain how the training they receive will be unique and leading edge and will result in the development of highly qualified personnel.
- The researcher (PI) must clearly demonstrate their commitment to Equity, Diversity and Inclusion (EDI) in their research teams, including undergraduates, graduate students, post-doctoral fellows, research assistants, associates, and technicians, as applicable.
- **Be sure to indicate how the training plans for the research team described in this section directly link with the research activities described in the proposed research plan (Appendix B).**

13. Strategic Value to Ontario

Applicants from all disciplines must demonstrate how the anticipated research results are of strategic value to Ontario. Use the space below (maximum of 200 words) to describe the anticipated outcome of the research results and outline the potential impact of the research results and training of team members in terms of strategic value to Ontario. (Refer to the program guidelines for further details) *

14. Other Project Requirements

Intellectual Property (if applicable)

Use the space below (maximum of 200 words) to describe how the IP generated from the project will be determined, if relevant.

Intellectual Property Training

List (if any) IP training the research team has undertaken recently or plan to do so. Training can be taken through their respective institution or through [Ontario's intellectual property resources](#) and the [Canadian Intellectual Property Office \(CIPO\)](#).

Youth Outreach Plan *

Use the space below (maximum of 200 words) to outline the plan for annual youth outreach activities. Identify who would be involved, describe the activities envisaged, how many times a year the activities would occur and estimate the number of youths who would be engaged. Indicate how you intend to use the, up to \$1,000, of the Ministry funding to support these activities. Activities associated with Youth Outreach are to be undertaken in every year of the award.*

17. Government Awards Received by Researcher (PI)

Please check the appropriate box(s) to indicate if the researcher (PI) is or has been the recipient of any of the following:

Has the researcher (PI) ever received an Early Researchers Award before? *

Yes No

Has the researcher (PI) ever been a Tier 1 Canada Research Chair? *

Yes No

18. Reference Letters

Provide a short biography of the referees using the space below (maximum of 100 words for each entry).

1. Arm's Length Referee Name *

Relationship to the researcher (PI) *

Referee Biography *

Confirming this referee has an arm's length relationship with the researcher (PI). Refer to the program guidelines for details.*

2. Arm's Length Referee Name *

Relationship to the researcher (PI) *

Referee Biography *

Confirming this referee has an arm's length relationship with the researcher (PI). Refer to the program guidelines for details.*

3. Non-Arm's Length Referee *

Relationship to the researcher (PI) *

Referee Biography *

Appendix A — Total Expenditure Budget

The five-year Budget Table must be completed properly.

Amounts should be in Canadian dollars, with no cents. For each proposed team member, identify the level, and proposed expenditure each year. If costs are associated with youth outreach, provide the costs for each year. Indicate the requested reimbursement for indirect costs each year. All expenditures must be eligible costs. Refer to the ERA program guidelines for further details.

Any additional information outside of the chart **will not** be forwarded for review.

- Total Expenditures totaling up to \$150,000
- Total Youth Outreach Activities should be no higher than \$1,000
- Total Direct Costs totaling \$100,000
- Total Institute Matching Contribution totaling \$50,000
- Total Operating Costs totaling up to \$40,000
- Researcher (PI) can use up to \$7,500 of the award amount for discretionary expenses to carry out the project, provided it fulfills the objective of the program of building research talent. The discretionary amount cannot be utilized to supplement the salary of the Principal Investigator.
- All costs must be managed with a view to economy, practicality and appropriateness.

Each field below will need to be filled out; use '0' if no amount is to be spent for that year for that line item. Remember that the funds are to be used over five years.

Team Member *	Expenditure *	Year 1 *	Year 2 *	Year 3 *	Year 4 *	Year 5 *	Total
	Direct Costs – Discretionary Expenses						
	Direct Costs – Youth Outreach						
	Total Direct Costs						
	Institution's Matching Contributions						
	Total Matching Contributions						
	Requested Reimbursement for Operating Costs						
	Total Operating Costs						
	Total Expenditures						

Budget Justification - Maximum of 200 words

Appendix B — Proposed Research Proposal (Attach a Maximum of six Pages Excluding References)

Attach the Proposed Research Proposal to your Application Submission. *

Refer to the Program Guidelines for Proposed Research Proposal formatting requirements.

To ensure readability and fairness of all applications, failure to comply will result in an ineligible application.

Appendix C — Research Productivity and Recognition

Attach a Customized Researcher's (PI) full Curriculum Vitae (CV) to your Application Submission. *

Refer to the Program Guidelines for CV formatting requirements.

To ensure readability and fairness of all applications, failure to comply will result in an ineligible application.

Appendix D — Letters of Reference

Attach all three Letters of Reference to your Application Submission. *

Refer to the Program Guidelines for Letters of Reference formatting requirements.

To ensure readability and fairness of all applications, failure to comply will result in an ineligible application.

Attachment – Mitigation Economic and Geopolitical Risk Checklist

A completed [Mitigation Economic and Geopolitical Risk Checklist](#) must be sent in along with the electronic application as a separate file, failure to comply will result in an ineligible application.

Check to confirm the Mitigation Economic and Geopolitical Risk Checklist will be sent along with the application submission package *

19. Application Submission

Refer to the ERA program guidelines for detailed instructions on how to submit your completed applications. If you have any questions, please email us at ERA@Ontario.ca.

20. Notice of Collection

The Ministry is subject to the [Freedom of Information and Protection of Privacy Act](#), R.S.O. 1990 c. F.31, as amended (“FIPPA”). Any information provided to the Ministry in an application to the Ontario Research Fund Program may be subject to disclosure in accordance with the requirements of that Act or other laws.

When submitting an application, applicants may wish to consider clearly labelling or otherwise identifying any information being provided to the Ministry under this application that in their view may be considered confidential, commercially sensitive or proprietary information with reference to section 17 of FIPPA.

Applicants are asked not to provide any unsolicited personal information when completing the application form.

Information and documentation provided to the Ministry in the application may be shared with Ministry staff, members of the Ontario Review Panels, external expert reviewers, the ORF Advisory Board and others for the purposes of administering the Ontario Research Fund program.

If you have any questions about the collection and use of your personal information, please contact:

Kevin Dilamarter | Manager, Research Programs

Data, Research and Innovation Division | Ministry of Colleges and Universities

315 Front Street West 16th Floor

Toronto ON M7A 0B8

Email: kevin.dilamarter@ontario.ca

Phone: 647-292-7483

21. Confirmations

The undersigned:

- Confirms reading the Early Researcher Awards Program Guidelines, and certifies, based on available knowledge, information and belief, acting reasonably, that the applicant is an Eligible Applicant, the proposal is an Eligible Proposal, and the proposed costs and contributions are Eligible Costs and Contributions and that the application and information provided accurately describes the research to be undertaken and fully complies with the eligibility criteria.
- Guarantees that the applicant has the institute matching contribution of \$50,000 in place prior to the application deadline.
- Confirms that they are to be bound by the research integrity policies and procedures of their institution.
- Confirms that the applicant is taking actions that will remove barriers to the recruitment and full participation of individuals from all underrepresented groups, including the four designated groups as defined by the *Employment Equity Act* (women, Indigenous Peoples, members of visible minorities, and persons with disabilities) on their research team.
- Confirms that any experimentations for this project will be acceptable on ethical and safety grounds abiding by policies and procedures that govern research integrity.
- Acknowledges that the information and documentation provided in this application to the Ministry of Colleges and Universities may be shared with members of the Ontario Research Fund Advisory Board, The Panel of Chairs, the Review Panel, and others for the purposes of administering the Early Researcher Awards program.
- Agrees that if this application is approved, information about the award can be posted on the Ministry website and used in Ministry publications about the program. The information made public may include the name of the institution and the researcher (PI), a brief description of the research, and the amount of the award.
- Acknowledges and agrees that, if the Ministry of Colleges and Universities approves this application, the award will be administered in accordance with the information in this application, the ERA Program Guidelines and the terms and conditions of the grant agreement.
- Acknowledges that the Ministry of Colleges and Universities is bound by FIPPA (as set out in the Notice of Collection as set out in section 20, above) and that the Ministry may be required, pursuant to that Act or other laws, to disclose information provided by the applicant.

I have read the above-mentioned confirmations *

22. Signature

Authorized Signing Officer

I acknowledge that I have read, understand and agree to the application confirmations above and hereby certify that the information provided on this application are correct, accurate and complete to the best of my knowledge.

- Type in the name of the researcher (PI), your name and title.
- For the signature, we ask that you print the signature page, sign and date (follow the format indicated), scan and attach the scanned page with your application submission. If you have e-signature functionality, we accept that as well.

Name of Researcher (PI) (Last Name, First Name) *

Name of Authorized Signing Officer *

Title *

Signature (no changes can be made to the application form once you have e-signed)

Date (yyyy/mm/dd)