Introduction

The Office of the Vice-President (Research) is pleased to launch a new suite of internal funding programs that aims to sustain international scholarly exchanges, generate external downstream funding, and encourage greater access to research facilities and networks abroad.

Three programs are now offered to the University of Ottawa community of researchers:

1. the Visiting Researchers Program (VRP)
2. the International Research Acceleration Program (IRAP)
3. the Access to Research Networks Program (ARN)

The following table provides a quick overview of the three programs.

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<thead>
<tr>
<th></th>
<th>Visiting Researchers Program</th>
<th>International Research Acceleration Program</th>
<th>Access to Research Networks Program</th>
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<tbody>
<tr>
<td><strong>Purpose</strong></td>
<td>Hosting international researchers</td>
<td>Start-up of bilateral collaborations</td>
<td>Participation in new multi-institutional research networks</td>
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<tr>
<td><strong>Period</strong></td>
<td>2016</td>
<td>2016-17</td>
<td>2016-17, exploratory phase</td>
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<tr>
<td><strong>Description</strong></td>
<td>Support for stays at uOttawa varying between 2-4 weeks</td>
<td>Funding to seed new, or to scale-up emerging collaborations</td>
<td>Support uOttawa teams of researchers in large research networks</td>
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<td><strong>Target countries</strong></td>
<td>All</td>
<td>Belgium, Brazil, China, France, Germany, India, Israel, Japan, Switzerland, Taiwan, UK and US</td>
<td>European and US-based institutions only</td>
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<tr>
<td><strong>Duration</strong></td>
<td>Visits to take place in Fall 2016 or Winter/Summer '17</td>
<td>2-year projects starting in Fall 2016</td>
<td>Up to 10 development awards, and if proposal successful, 3 years of support</td>
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<td><strong>Maximum award</strong></td>
<td>$5,000 from VPR</td>
<td>$20,000 from VPR</td>
<td>$2,500 award (exploratory stage), and up to $75,000 (max. $25,000 per year)</td>
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<tr>
<td><strong>Matching funds</strong></td>
<td>$1,667 (or 25%) by applicant</td>
<td>$10,000 (or 25%) by applicant</td>
<td>Not required</td>
</tr>
</tbody>
</table>

uOttawa researchers can apply to only one or two or all three programs. However, programs cannot be combined towards the same initiative. The list of recipients of previous VRP and IRAP rounds can be found on OIR’s website for information purposes. Links to international funding agencies can also be found on the same site.

The ARN program aims to help uOttawa teams access new multi-institutional research projects and leverage substantial resources found in European or US-based institutions. uOttawa researchers currently involved in a multi-institutional research collaboration already funded by an external granting council may consider spinning-off an original project initiative with one of their current partners for consideration under the IRAP program.

This unified set of guidelines provides detailed information and instructions about the three programs. The application forms can be found on OIR’s website. The deadline for all three programs is June 30, 2016.
Objectives

This third call for proposals under the International Research Acceleration Program (IRAP) invites University of Ottawa researchers to establish long-term, externally funded international research collaborations in those designated countries where the Office of the Vice-President, Research wishes to develop and strengthen research ties and partnerships: Belgium, Brazil, China, France, Germany, India, Israel, Japan, Switzerland, Taiwan, the United Kingdom and the United States of America.

Managed by the Office of International Research, the Program funds two types of collaborations:

- **New and emerging collaborations (C1):** to establish a new bilateral collaboration and begin developing research ties. Expected outcome consists in the generation of research activities to advantageously position the two teams for downstream funding.

- **On-going collaborations (C2):** to strengthen ties between two research teams, and develop a new research project. Expected outcomes consist in the opening of new areas of research and joint applications targeting specific non-Canadian funding agencies.

The IRAP supports promising projects involving international partners with complementary expertise likely to enhance the University's competitiveness in attracting downstream funding. The goal is to sustain these collaborations and take them to the next level, beyond the duration of the award.

Program Description

The Program provides up to $20,000 in seed funding per project. Depending on the level of funding requested, between eight and nine grants will be awarded. uOttawa tenured or tenure-track faculty members are eligible to apply. Researchers based in affiliated hospital research institutes who hold a full-time academic appointment and a Faculty of Graduate and Postdoctoral Studies status with the University of Ottawa are also eligible to apply.

The Program operates on a cost-sharing basis, using a 50%-25%-25% ratio. An IRAP award (50%) must be matched equally by i) the applicant (e.g. her or his research fund) and/or Faculty (or Department) in cash, and ii) an additional contribution from the international partner (cash and/or in-kind).

Projects must not exceed a duration of two years. A calendar of key activities and milestones must be provided, including a provision for a mid-course evaluation by the Office of the Vice-President, Research. The second half of the IRAP award will be transferred to the recipient only after a positive review of research activities and proposal development activities in the first year.

Applications seeking support for "on-going collaborations" (C2) must clearly distinguish the applicant's proposed research project from current ones, and submit a detailed plan to develop and submit competitive applications to non-Canadian funding agencies.
IRAP recipients are expected to acknowledge the support of the Office of the VP-Research (and Faculty or Department), whenever funds are used to organize public events and publish relevant research results.

Expenses covered by the Program include: graduate student support, workshops and travel by either uOttawa participants to visit a partner, or for an applicant to host visiting researchers. The IRAP award cannot be used for salary support for academic and non-academic staff, nor can it be used to cover participation in conferences. The award cannot be used to buy software or any other type of equipment.

The applicant is responsible for managing the IRAP award. No additional funds will be provided if actual costs related to the project are higher than forecasted. Any unused funds must be returned to the Office of the VP-Research within one month of the end of the project.

Within one month after the end of the project, the applicant, in collaboration with her or his international partner, is required to submit financial and narrative reports to the Office of International Research, describing the activities and outcomes of the project and its impact on training and research activities (max. 2-3 pages, with annexes).

Application process

The IRAP application is to be submitted by a uOttawa eligible faculty member who will act as the project director. The call is open to all academic units and affiliated research institutes.

A complete application package includes the following documents:

- The IRAP application form and supporting documents, consisting of i) a detailed description of the proposed project (4 pages), ii) curriculum vitae of the uOttawa applicant and of all key collaborators (maximum of 4 CVs, free format) must be provided, including lists of publications, awards and grants received, and iii) a budget, together with adequate explanatory notes and justifications (maximum of one page). Travel expense rates will be applied according to the University of Ottawa regulations.
- A letter of support from the Chair/Director of the applicant's academic unit or affiliated research institute outlining the anticipated impact of the project on the unit’s research activities and on student training.
- A letter of support from the applicant's Faculty Dean or Vice-Dean Research.
- A letter of support from the collaborator's Vice-President, Research, or equivalent at the foreign institution, indicating the nature of the contribution committed towards the project.
- Completed and signed RE form(s) at the time of submission of the application.

The IRAP application form can be downloaded from the OIR’s website. The form and attachments must be consolidated and saved into a single PDF file, named after the applicant and the Program’s name. The application package must be submitted to the Office of International Research at oir@uottawa.ca.

The applicant should communicate with his or her Faculty to find out about internal deadlines for financial support, if any. uOttawa faculty members who have previously received IRAP funding can only re-apply 3 years following their last award expiry date. An application involving the same project can only be re-submitted once.

Finally, an RE form must be filled out via eAwards at the time of application to OIR. A separate RE form must be submitted concurrently should financial support be provided by the Faculty. The signed RE form(s) must be included in the IRAP application package.
Important dates

- IRAP Launch: March 17, 2016
- **Application deadline:** June 30, 2016, 5pm
- Announcement of results: By August 12, 2016
- Start date of project: Fall 2016
- Duration of the project: Two years, maximum
- Progress Reporting: Mid-way through the project
- Final Reporting: Within one month following the end of the project

Evaluation Process

A review committee chaired by the Associate Vice-President, Research will evaluate the applications and rank them according to merit. The Office for International Research will inform researchers of competition results. Feedback on unsuccessful applications will be provided upon request.

The evaluation criteria, for both types of collaborations, are:

- Excellence of the applicant's and team members' research record (publications, impact of research, international recognition) (Scoring value = 20%)
- The fit and complementarity of team members (Scoring value = 20% for C1; 5% for C2)
- Participation of uOttawa early-career researchers, involvement of senior faculty as mentors, participation of graduate students (Scoring value = 20%)
- Quality of the proposal, anticipated impact/visibility and sustainability of the collaboration over the long term (Scoring value = 20%)
- Planned activities to attract external funding (Scoring value = 10% for C1; 25% for C2)
- Budget justification and level of support provided by the applicant and other sources (Scoring value = 10%)

Contact information

Direct application enquiries to Carmen Bauer, carmen.bauer@uottawa.ca or (613) 562-5800 x 2010.

Last updated: March 16, 2016