TO:  Associate Deans (Research)/Research Liaison Officers  
FROM:  Dr. Digvir S. Jayas, Vice-President (Research and International)  
DATE:  October 17, 2018  
RE:  Call for CFI John R. Evans Leaders Fund (JELF) to the June 15, 2019 competition

The CFI JELF-Unaffiliated program is designed to help institutions attract and retain the very best researchers at a time of intense international competition, by acquiring infrastructure to undertake cutting-edge research.

ELIGIBILITY

Only New Investigators who are within the first three years of their appointment at the University of Manitoba, as of June 15, 2019, are eligible to apply. New Investigators must be ‘full-time academic faculty members with professorial or academic librarian rank, holding tenure or tenure-track appointments; and geographical full-time (GFT) academic faculty members who have a minimum 40% protected time for research.

Notwithstanding the three year window for eligibility described above, the University acknowledges the potential impact of career interruptions and personal circumstances (described below), which can have an impact on an investigator’s eligibility.

- Career interruptions for health, family or other reasons. For example, an investigator is taken away from his or her research work for an extended period of time (e.g., pregnancy, early childcare, eldercare, illness, etc.).
- Slow-downs for health, family or other reasons. For example, an investigator’s research productivity is slowed down (e.g., pregnancy, early childcare, eldercare, illness, etc.), but the investigator was not taken completely away from his or her work.

We encourage investigators to explain the impact of any such interruption(s) or slow-downs in their submission. Measures will be taken to ensure that these interruptions will be taken into careful consideration for eligibility during the administrative review of applications, prior to assessment by the CFI Advisory Committee.

Proposals will also be accepted for an identified investigator whom the University is in the process of recruiting to a full-time academic appointment in an area of strategic importance. Proposals for ‘teams’ of up to three New Investigators are also acceptable.
The requested infrastructure must be essential for the research program of the New Investigator(s), who must be recognized leaders in their fields of research or show promise of becoming research leaders. They must be engaged in or embarking on, an innovative research program for which the infrastructure is essential and will provide an enriched research training environment. A strong plan for ongoing operations and maintenance of infrastructure, with identified support is also a requirement.

**NOTE:** Those who are beyond the first three years of their first full time academic appointment at the University of Manitoba are strongly encouraged to apply to the CFI Innovation Fund (IF) program, which is intended to serve the needs of larger groups, centers, departments, or other participating institutions. IF competitions are normally held every two to three years. With the next competition expected in 2019, UM researchers are currently working on their draft proposals following the University’s proactive internal call for proposals.

**Timelines and assessment process for JELF proposals**

Full proposals must be submitted to the Office of Research Services attention: Birtukan.Gebretsadik@umanitoba.ca, Research Grants Officer, by the Dean/Director or designate of the lead Faculty/School on behalf of the investigator by 4:30 pm, Monday, February 25, 2019. Units are advised to establish their own earlier internal review deadlines. If submitting more than one proposal, please indicate a rank ordering in terms of their importance to your unit’s strategic development of research and research training. Full details of the JELF program and application form can be accessed at CFI’s website: [https://www.innovation.ca/awards/john-r-evans-leaders-fund](https://www.innovation.ca/awards/john-r-evans-leaders-fund).

Proposals will be reviewed by members of the University’s CFI Advisory Committee, (see: [http://umanitoba.ca/research/ors/media/CFI_Advisory_Committee.pdf](http://umanitoba.ca/research/ors/media/CFI_Advisory_Committee.pdf)) with recommendations made to the VPRIO and the President’s Executive Team for submission to the CFI. Decisions will be provided to Deans/Directors by April 12, 2019.

ORS staff will conduct **workshops on proposal development** on both campuses as follows:

- November 29, 2018, 10:00 am - 12:00 pm at Bannatyne, Chown A106 (Boardroom)
- November 30, 2018, 10:00 am - 12:00 pm at Fort Garry, Helen Glass Centre for Nursing, Room 210 (Boardroom);

For proposals recommended for submission to the CFI, investigators will work to refine their submissions with assistance from ORS staff, their unit’s research facilitators (as available), and as necessary, a peer or peers identified from within their unit and/or the CFI Advisory Committee.

A strong emphasis is placed by the CFI on alignment with the University’s Strategic Research Plan ([http://umanitoba.ca/research/media/Strategic_Research_Plan.pdf](http://umanitoba.ca/research/media/Strategic_Research_Plan.pdf)), as well as the infrastructure sustainability and management plans. The University expects that Faculties/Schools, through their Associate Deans (Research)/Research Liaison Officers, will become involved at the earliest stages of proposal development. Investigators can seek assistance from the ORS and unit research facilitators in the proposal development prior to the internal submission deadline of February 25, 2019.
Excellence of the investigator(s), a clear argument for recruitment or retention and proposal completeness (all sections addressed and questions from the CFI Assessment Criteria answered) are important considerations. **Incomplete applications may be returned to the Faculty/School and will not be reviewed by the CFI Advisory Committee.** Evidence of sufficient research operating support is also a requirement for a successful application.

**Assessment criteria for a JELF award:**

- The proposed research or technology development program;
- The expertise and ability of the investigator to undertake the proposed research or technology development program;
- The requested infrastructure and how it will enable the proposed research or technology development program;
- The expected benefits to Canada;
- The institutional support in this area of research or technology development and for this particular project; and
- The operating and maintenance needs of the infrastructure.

The total project costs will be for a maximum of $400,000, where $160,000 will be requested from each of the CFI and Research Manitoba. Securing the remaining funds (up to $80,000) is the responsibility of the investigator and the Faculty/School submitting the proposal. Projects with total costs lower than $400,000 are also encouraged.

For teams, the project envelope will be dictated by the number of participating investigators:

i) for two, up to $600,000 total project costs with a $240,000 CFI and Research MB matching funds;

ii) for three, up to $800,000 total project costs, with a $320,000 CFI and Research MB matching funds.

**Recent changes:**

CFI allows the submission of proposals requesting less than or equal to $187,500 total project costs with a $75,000 CFI and Research MB matching funds, specifically from the social sciences, humanities and arts. Proposals with such requests will have a reduced application requirement, i.e., 10 pages rather than 15 to address the assessment criteria.

If you have any questions regarding the eligibility of New Investigators, the JELF program or the application process, please do not hesitate to contact Birtukan Gebretsadik, Office of Research Services.