



**Carleton**  
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# **NSERC Alliance-Mitacs Accelerate joint applications**

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NSERC and Mitacs have developed an opportunity for applicants seeking support from both an **NSERC Alliance** and **Mitacs Accelerate**, to apply through a single application submission and review process.

[https://www.nserc-crsng.gc.ca/Innovate-Innover/NSERC-Alliance-Mitacs\\_eng.asp](https://www.nserc-crsng.gc.ca/Innovate-Innover/NSERC-Alliance-Mitacs_eng.asp)

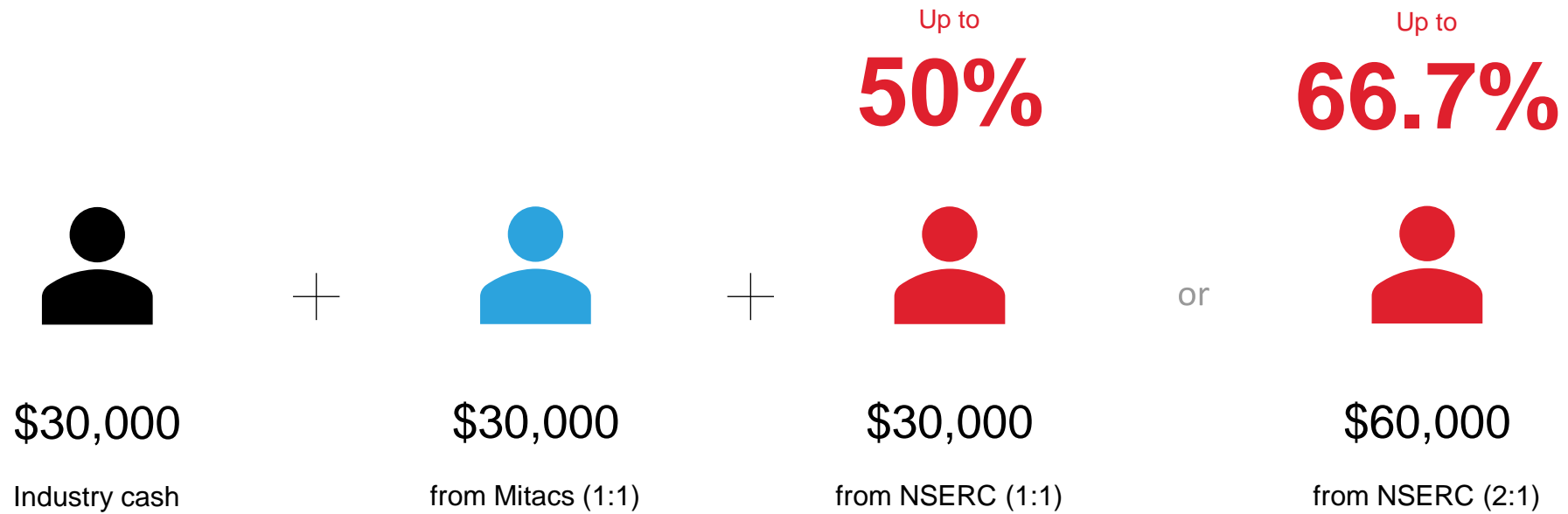
## Eligibility

- Available only for Alliance option 1
- Principles & requirements of [Alliance](#) must be met
- Principles & requirements of [Accelerate](#) must be met



Where variances in program eligibility or terms exist, the stricter of the two will apply.

## Cost-sharing ratio



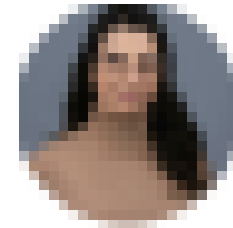
## How to apply

- 1 Apply at any time
- 2 Contact local Mitacs business development staff to develop the Mitacs supplemental form
- 3 Contact faculty research facilitator to develop NSERC proposal
- 4 Submit a complete application through NSERC's online system

## Submission

# How to apply

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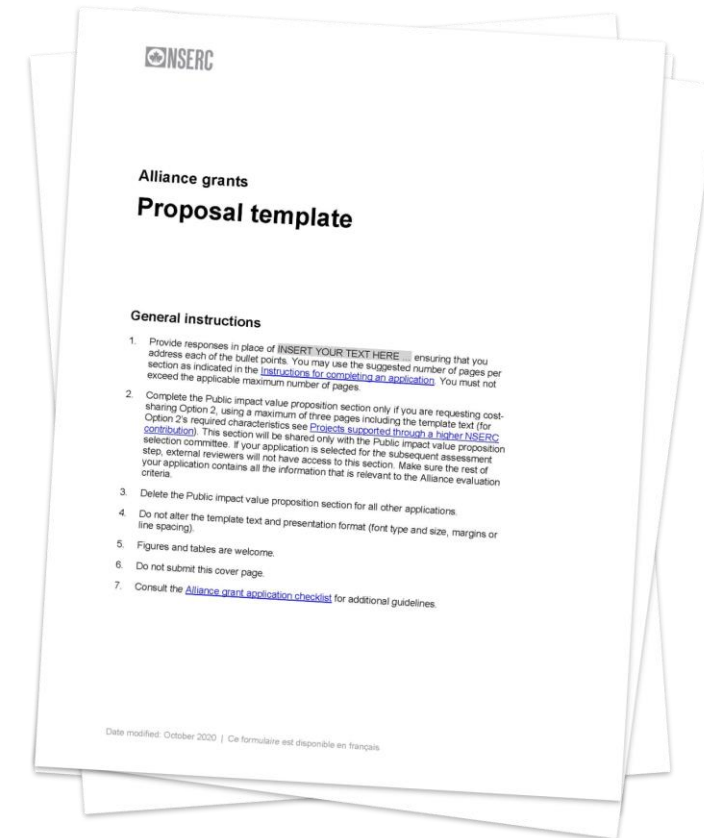
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# How to apply

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Complete NSERC [proposal template](#)

# How to apply

- 1 Apply at any time
- 2 Contact local Mitacs business development staff to develop the Mitacs supplemental form
- 3 Contact faculty research facilitator to develop NSERC proposal
- 4 Submit a complete application through [NSERC's online system](#)



The screenshot shows the NSERC website interface. At the top, there are logos for the Natural Sciences and Engineering Research Council of Canada and the Canadian government. The main header features the NSERC logo and the URL www.nserc-crsng.gc.ca. A navigation bar includes links for Français, Home, Contact Us, Help, Search, and Canada Site. A sidebar menu on the left contains links for Login, Logout, Proactive Disclosure, and Proactive Disclosure. The main content area is titled "Security, Privacy and Use and Disclosure of Information" and contains a list of links for users to read before using the system. Below this, there is a "Login" section with input fields for "Account name (User ID)" and "Password", each with a "Forgot your [Account name/Password]?" link. A password strength indicator is visible at the bottom of the password field.

ebiz.nserc.ca

Natural Sciences and Engineering Research Council of Canada / Conseil de recherches en sciences naturelles et en génie du Canada

Canada

NSERC  
www.nserc-crsng.gc.ca

Franglais Home Contact Us Help Search Canada Site

Login >

Main Menu  
Logout

Proactive Disclosure  
Proactive Disclosure

**Security, Privacy and Use and Disclosure of Information**

Before using NSERC's On-Line System, please read the following documents and register your acceptance below:

- NSERC's [Security Statement](#) and details on the retention periods of the data;
- NSERC's statement on the federal [Access to Information Act and Privacy Act](#);
- For applicants and co-applicants: [Use and Disclosure of Personal Information Provided to NSERC](#); and
- For Referees: [Instructions to Referees on the Privacy Act, Confidentiality and the Use and Disclosure of Information](#).

When you login and use this system, it means that you understand and accept that these policies and conditions apply.

**Login**

You will be automatically logged out of the system if there has not been any activity (e.g., Save, Preview, etc.) for an extended period of time. To avoid having to login again, we recommend that you select **Save** every 10 to 15 minutes.

**Account name (User ID)**  (30 chars)  
[Forgot your Account name?](#)

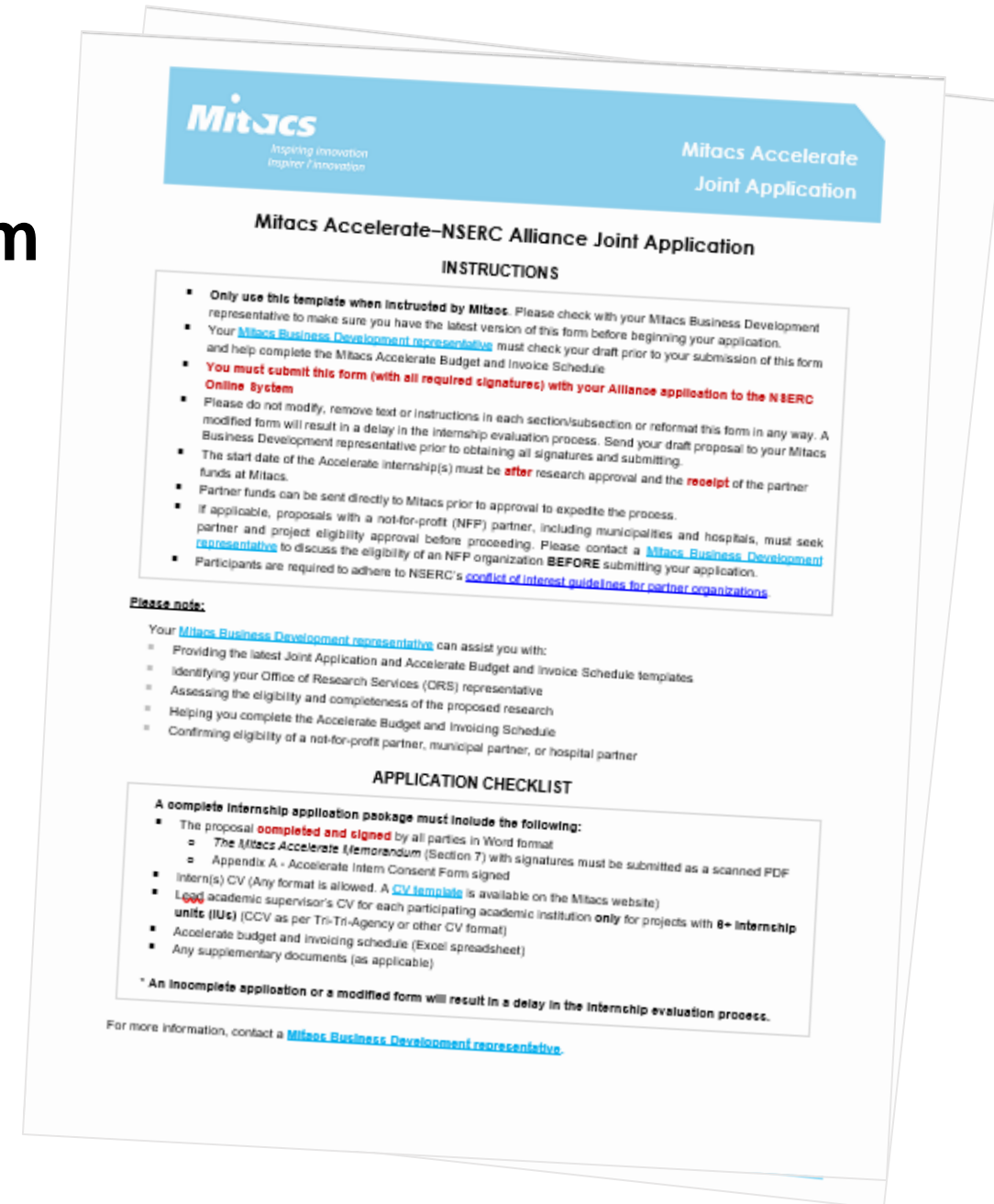
**Password**   
[Forgot your Password?](#)

Must be 8-10 characters long, must contain at least one special character (! @ # \$ % ^ & \* ( ) + = { } | < > \ \_ - [ ] / ?) and no spaces, may contain numbers (0-9), lower and upper case letters (a-z, A-Z). Please note that your password is case sensitive. (10 chars)



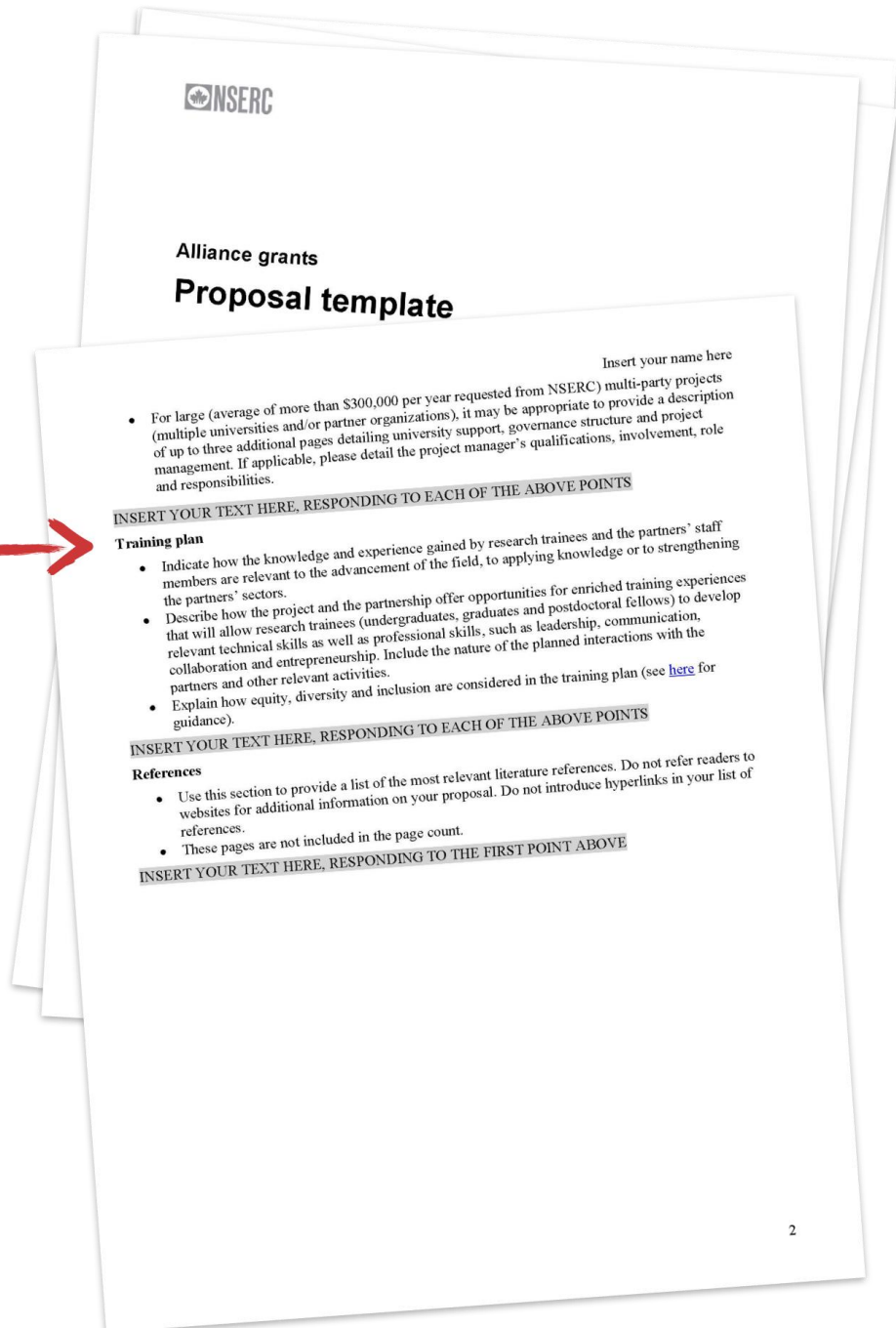
# Mitacs Accelerate supplemental form

- Align with overall NSERC project
  - Refer to what is described in the NSERC application so reviewers understand contributions of interns
- Include details of internships and subprojects
- Upload in **Other Documents** section
  - Generate combined pdf with risk assessment form



# NSERC-Alliance proposal

- HQP Training
  - Indicate role of Mitacs interns and quality of training experiences
  - Describe nature of partner interaction and mentorship, commitment to training of HQP
  - Describe appropriateness of number of internships and level relative to project scope



# Questions?



**Carleton**  
University

# NSERC Alliance application

- [Proposed expenditures/budget justification](#)
- Total planned spending (NSERC and Mitacs funds, partner contributions)
- NSERC funds should also support HQP

## Form 101 - Proposed Expenditures

Select "Instructions" from the common menu bar for details on how to complete this page.

Note: The "Total amount requested from NSERC" on your application is calculated automatically and equals the "Total proposed expenditures" minus the "Cash contributions to direct costs of research" (if applicable) from the Contributions from Partner Organizations page (**Contributions** in the left hand menu).

	Year 1	Year 2	Year 3	Year 4	Year 5
<b>1) Salaries and benefits</b>					
a) Students	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
b) Postdoctoral fellows	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
c) Technical/professional assistants	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
d) <input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
<b>2) Equipment or facility</b>					
a) Purchase or rental	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
b) Operation and maintenance costs	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
c) User fees	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
d) <input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
<b>3) Materials and supplies</b>					
a) <input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
b) <input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
c) <input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
<b>4) Travel</b>					
a) Conferences	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
b) Field work	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
c) Project related travel	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
d) <input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
<b>5) Dissemination</b>					
a) Publication costs	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
b) <input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
<b>6) Technology transfer activities</b>					
a) <input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
b) <input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
c) <input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
<b>TOTAL PROPOSED EXPENDITURES</b>	NaN	0	0	0	0

# NSERC portal

- Login to NSERC [online system](#) and create Form 101
- Program Name: Select *Research Partnerships Programs*, then *Alliance Grants*
- Proposal Type: Select *Full Proposal*
- Type of Call: Select *Mitacs Accelerate* from the drop-down menu

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### Application - Create a New Application

Select a program name using the 'List...' button

Program Name: Alliance Grants [List...]

Title of proposal: [180 (180 chars)]

Proposal type:  Letter of intent  Full proposal

Type of call: Mitacs Accelerate

Refer to NSERC's website for details on [types of call](#). Only certain types of call require a letter of intent.

Create Cancel

## Submission

# Contributions from Partner Organizations (Form 101)

- Indicate Mitacs contribution on Form 101: Contributions from Partner Organizations
- Select *Joint call funding partner*

The screenshot shows the NSERC website interface for Form 101. The header includes the NSERC logo and the URL www.nserc-crsng.gc.ca. A navigation bar contains links for Portfolio, Contact Us, Help, Instructions, and Logout. The main content area is titled 'Form 101 - Contributions from Partner Organizations' and includes a note about the page's styling. Below this, there are instructions and a list of organization categories with radio buttons. The 'Joint call funding partner' option is circled in red. A 'Next' button is visible at the bottom of the form section.

Form

- Application Profile
- Area(s) of Research
- Certification/Requirement
- Cover Letter
- Co-Applicants
- Collaborators
- Collaborator Biographical Sketches
- Summary of Proposal
- Proposal

### Form 101 - Contributions from Partner Organizations

**Note: This page looks different from the other parts of NSERC Online. This is temporary as we work towards more uniform styling throughout the system.**

Before completing this section:

- see [Funding your research project](#)
- consult the [Use of Grant Funds](#) section of the NSERC Program Guide for Professors concerning the eligibility of expenditures for the direct costs of research and the regulations governing the use of grant funds.

**Organization Categories** Select the category that applies to the organization. To determine the appropriate category for partner organizations (recognized or non-recognized for cost-sharing), refer to [Alliance Grants: Role of partner organizations](#).

- Partner organization recognized for cost-sharing
- Partner organization not recognized for cost-sharing
- Joint call funding partner
- Other funder (not involved in the research)
- Postsecondary institution

Next

## Submission

# Contributions from Partner Organizations (Form 101)

- Contact from Mitacs: BD
- *Email address:*  
**grant-management@mitacs.ca**
  
- *Organization name:* Mitacs
- *Department or Branch:* Head Office

call requirements.

Before the authorized contact for the partner organization can be invited, you must complete the financial information in the table below, save the page, and then click the Lock/Invite button.

Record 1 of 1 Status: New

**Organization Category :** Joint call funding partner

Provide the full name and email address of the authorized contact person for the organization.

**Family Name :**

**Given Name :**

**Email Address :**

**Organization and department or branch**

Select the organization name and department or branch from the list.

**Organization name :**

**Department or Branch :**

	Year 1	Year 2	Year 3	Year 4	Year 5
<b>Cash contributions to direct costs of research</b>	0	0	0	0	0
<b>In-kind Contributions</b>					
1) Salaries for scientific and technical staff	0	0	0	0	0
2) Donation of equipment, software	0	0	0	0	0
3) Donation of material	0	0	0	0	0
4) Field work logistics	0	0	0	0	0

## Submission

# Contributions from Partner Organizations (Form 101)

- Outline the amount expected from Mitacs per year

call requirements.

Before the authorized contact for the partner organization can be invited, you must complete the financial information in the table below, save the page, and then click the Lock/Invite button.

Record 1 of 1 Status: New

**Organization Category :** Joint call funding partner

Provide the full name and email address of the authorized contact person for the organization.

**Family Name :**   
**Given Name :**   
**Email Address :**

**Organization and department or branch**

Select the organization name and department or branch from the list.

**Organization name :** Mitacs  
**Department or Branch :** Head Office

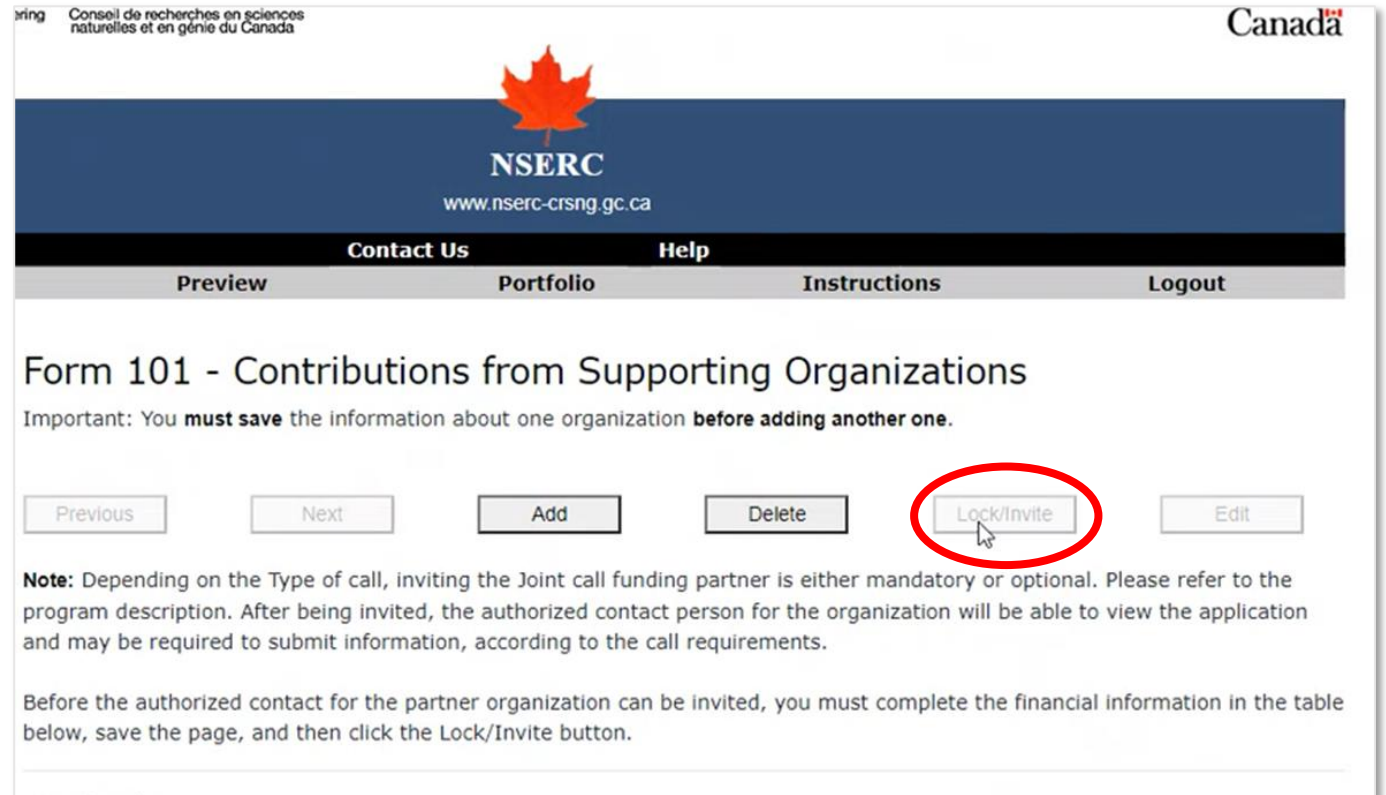
	Year 1	Year 2	Year 3	Year 4	Year 5
<b>Cash contributions to direct costs of research</b>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
<b>In-kind Contributions</b>					
1) Salaries for scientific and technical staff	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
2) Donation of equipment, software	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
3) Donation of material	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
4) Field work logistics	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>



## Submission

# Contributions from Partner Organizations (Form 101)

- Add Mitacs to the application
- After completing the application:  
**Lock/Invite**



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Canada

**NSERC**  
www.nserc-crsng.gc.ca

Contact Us Help

Preview Portfolio Instructions Logout

### Form 101 - Contributions from Supporting Organizations

Important: You **must save** the information about one organization **before adding another one**.

Previous Next Add Delete **Lock/Invite** Edit

**Note:** Depending on the Type of call, inviting the Joint call funding partner is either mandatory or optional. Please refer to the program description. After being invited, the authorized contact person for the organization will be able to view the application and may be required to submit information, according to the call requirements.

Before the authorized contact for the partner organization can be invited, you must complete the financial information in the table below, save the page, and then click the Lock/Invite button.

## Review

# Mitacs pre-review

- Internal review – Mitacs research team
  - Up to 2 weeks
- Mitacs will contact the applicants in case of review requests
- Mitacs signs on the application in the NSERC portal – **Ready to finish and submit**

**Mitacs**  
Inspiring innovation  
inspire / innover

Mitacs Accelerate  
Joint Application

Mitacs Accelerate–NSERC Alliance Joint Application

**INSTRUCTIONS**

- Only use this template when instructed by Mitacs. Please check with your Mitacs Business Development representative to make sure you have the latest version of this form before beginning your application.
- Your [Mitacs Business Development representative](#) must check your draft prior to your submission of this form and help complete the Mitacs Accelerate Budget and Invoice Schedule.
- You must submit this form (with all required signatures) with your Alliance application to the NSERC Online System.
- Please do not modify, remove text or instructions in each section/subsection or reformat this form in any way. A modified form will result in a delay in the internship evaluation process. Send your draft proposal to your Mitacs Business Development representative prior to obtaining all signatures and submitting.
- The start date of the Accelerate internship(s) must be **after** research approval and the **receipt** of the partner funds at Mitacs.
- Partner funds can be sent directly to Mitacs prior to approval to expedite the process.
- If applicable, proposals with a not-for-profit (NFP) partner, including municipalities and hospitals, must seek partner and project eligibility approval before proceeding. Please contact a [Mitacs Business Development representative](#) to discuss the eligibility of an NFP organization **BEFORE** submitting your application.
- Participants are required to adhere to NSERC's [conflict of interest guidelines for partner organizations](#).

**Please note:**

- Your [Mitacs Business Development representative](#) can assist you with:
  - Providing the latest Joint Application and Accelerate Budget and Invoice Schedule templates
  - Identifying your Office of Research Services (ORS) representative
  - Assessing the eligibility and completeness of the proposed research
  - Helping you complete the Accelerate Budget and Invoicing Schedule
  - Confirming eligibility of a not-for-profit partner, municipal partner, or hospital partner

**APPLICATION CHECKLIST**

A complete internship application package must include the following:

- The proposal **completed and signed** by all parties in Word format
  - The [Mitacs Accelerate Memorandum](#) (Section 7) with signatures must be submitted as a scanned PDF
  - Appendix A - Accelerate Intern Consent Form signed
- Intern(s) CV (Any format is allowed. A [CV template](#) is available on the Mitacs website)
- **Lead** academic supervisor's CV for each participating academic institution **only** for projects with **8+ internship units (IUs)** (CCV as per Tri-Tri-Agency or other CV format)
- Accelerate budget and invoicing schedule (Excel spreadsheet)
- Any supplementary documents (as applicable)

\* An incomplete application or a modified form will result in a delay in the internship evaluation process.

For more information, contact a [Mitacs Business Development representative](#).

# Questions?



## Submission

# Contributions from Partner Organizations (Form 101)

- Indicate Partner contribution on Form 101: Contributions from Partner Organizations
- Indicate total amount of partner contribution, not just funds leveraged with Mitacs
  - Cash contributions to direct costs of research
  - In-kind contributions

Proposal					
Proposed Expenditures					
Budget Justification					
Contributions					
Justification for In-kind Contributions					
Other Documents					
Environmental Impact					
Reviewers					
Reviewer Exclusion					
University Comments					


**Organization and department or branch**

Select the organization name and department or branch from the list.

**Organization name :** |

**Department or Branch :** |

	Year 1	Year 2	Year 3	Year 4	Year 5
<b>Cash contributions to direct costs of research</b>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
<b>In-kind Contributions</b>					
1) Salaries for scientific and technical staff	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
2) Donation of equipment, software	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
3) Donation of material	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
4) Field work logistics	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
5) Provision of services	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
6) Use of organization's facilities	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
7) Salaries of managerial and administrative staff	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
8) <input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Total In-kind contributions	0	0	0	0	0
<b>Contribution to postsecondary institution overhead</b>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>



## Administrative review

- Submit application in portal
  - FRF team carries out administrative review of entire application
  - IPS forwards application to NSERC



## Evaluation process

- 1 Both [Alliance](#) and [Accelerate](#) criterion must be met
- 2 NSERC-led peer review: standard Alliance Option 1 intake and evaluation procedures apply
- 3 Final decisions rest with each funding agency



# Evaluation process

- 1 Both Alliance and Accelerate criterion must be met
- 2 NSERC-led peer review: standard Alliance Option 1 intake and evaluation procedures apply
- 3 Final decisions rest with each funding agency

## Merit assessment mechanism (cost-sharing option 1)

Small project	Medium project	Large project
<b>NSERC file managers</b>	<b>External reviewers</b>	<b>Ad hoc committee of external reviewers</b>
Evaluation supported by existing NSERC peer review (the applicant and each co-applicant must hold an active peer-reviewed grant from NSERC as primary applicant at the time of application)	With expertise directly related to the proposal  Provide review based on the evaluation criteria	With expertise directly related to the proposal  Provide review based on the evaluation criteria
<b>External reviewers</b>		
If there is no existing NSERC peer review for the applicant or one of the co-applicants, external reviewers with expertise directly related to the proposal will be used		

# Evaluation process

- 1 Both Alliance and Accelerate criterion must be met
- 2 NSERC-led peer review: standard Alliance Option 1 intake and evaluation procedures apply
- 3 Final decisions rest with each funding agency

## Expected assessment time

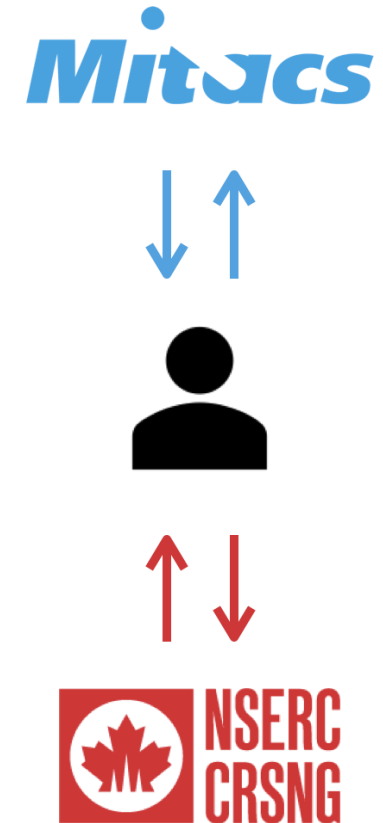
Small project	Medium project	Large project
4 weeks if evaluation is supported by existing NSERC peer review	8 to 12 weeks	12 to 16 weeks
8 to 12 weeks if no existing NSERC peer review		

NSERC is committed to achieving these service standards for 80% of applications, recognizing that some proposals may require additional time.



## Award and Post-Award Processes

- Award notices sent separately by each agency per standard practice.
- Standard Alliance and Accelerate reporting will apply.
- NSERC and Mitacs will strive to streamline reporting requirements to lessen the burden on participants.



# Questions?

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Business Development Specialist, Mitacs

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<https://carleton.ca/coris/faculty-research-facilitators/>

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