



ACKNOWLEDGEMENT OF STANDARD TERMS AND CONDITIONS FOR NSERC ENGAGE GRANTS

Intellectual Property (IP) and NSERC Engage Grants

This document serves to ensure that all those participating in a project funded by the NSERC Engage program are aware of the NSERC Intellectual Property (IP) terms and conditions for ENGAGE grants (see Appendix A). The IP terms and conditions are markedly different from standard NSERC and Lakehead University terms in which Lakehead University researchers own the newly created intellectual property. For NSERC Engage Grants, any intellectual property arising from the project will belong to the company. This is due to the focus on a problem specific to the company and the short duration of the grants.

Instructions:

1. Print and complete this form and obtain signatures
2. Lakehead University Principal Investigators should submit this form, together with a Lakehead University Research Proposal Approval Form (RPAF) (<https://www.lakeheadu.ca/research-and-innovation/forms/research-services/node/15023>) and your NSERC Application form, to **Research Services, 1294 Balmoral Ave, 2nd Floor.**

As a condition of participating in an NSERC Engage grant:

1. I acknowledge that by undertaking work on the project, I agree to comply with and to be bound by the Standard Terms attached hereto (Appendix A);
2. I agree that if NSERC accepts the Project proposal the Standard Terms shall govern the performance of the Project;
3. I agree that the use of Intellectual Property shall be governed by the terms described in Appendix A; and
4. I acknowledge and agree that I have had or have been provided with the opportunity to seek independent legal advice with respect to the Standard Terms attached hereto.

RESEARCHER AND INDUSTRY SPONSOR ACKNOWLEDGEMENT

Proposed Research Project ("Project")	
Project Title	
Requested Start Date (subject to NSERC approval)	
Lakehead Faculty Member Principal Investigator (PI)	
Principal Investigator Name	
Department/Centre	
Industry Sponsor ("Company")	
Company Name	
Company Contact Name	
Company Signature	

Lakehead Principal Investigator:

Signature
Print name: _____

Date

RESEARCH PERSONNEL ACKNOWLEDGEMENT

PLEASE NOTE: THIS AGREEMENT MUST BE SIGNED BY ALL LAKEHEAD RESEARCHER PERSONNEL (e.g. students, research assistants, research technicians, etc.) WHO WORK ON THE PROJECT, AS ANY AND ALL POTENTIAL CREATORS OF IP MUST ASSIGN THE IP TO THE COMPANY SPONSOR

As a condition of applying for an NSERC Engage grant:

- 1. I acknowledge that by undertaking work on the project, I agree to comply with and to be bound by the Standard Terms attached hereto (Appendix A);**
- 2. I agree that if NSERC accepts the Project proposal the Standard Terms shall govern the performance of the Project;**
- 3. I agree that if I am a student working on the project, I am able to use the project Intellectual Property for any thesis related work as described in Appendix A; however the company owns all intellectual property; and**
- 4. I acknowledge and agree that I have had or have been provided with the opportunity to seek independent legal advice with respect to the Standard Terms attached hereto.**

Research Personnel #1

Print Name

Signature

Date _____

Research Personnel #2

Print Name

Signature

Date _____

Research Personnel #3

Print Name

Signature

Date _____

Research Personnel #4

Print Name

Signature

Date _____

Research Personnel #5

Print Name

Signature

Date _____

Research Personnel #6

Print Name

Signature

Date _____

Insert additional signatures lines if necessary.

APPENDIX A

TERMS AND CONDITIONS FOR NSERC ENGAGE PROJECTS (the “Standard Terms”)

Objectives: Engage Grants are designed to give companies that operate from a Canadian base access to the unique knowledge, expertise and capabilities available at Canadian universities and colleges. These grants are intended to foster the development of new research partnerships by supporting short-term research and development projects aimed at addressing a company-specific problem. The simplified application and decision processes enable university and college researchers to quickly undertake new research collaborations that extend academic expertise to these problems. The mutually beneficial collaborations are expected to result in economic benefits to the company or to Canada.

Description: Engage Grants support well-defined research projects undertaken by eligible university and college researchers and their industrial partners. A maximum grant of \$25,000 over a period not exceeding six months will be awarded to support the project costs. An Engage project must be aimed at solving a company-specific problem through the generation of new knowledge or the application of existing knowledge in an innovative manner. It must be focused on specific short-term objectives. All proposals must provide evidence that they will create a strong partnership between the participants as well as detailed planning and sound budget justification. They must also clearly spell out the underlying assumptions, intended approaches, milestones and deliverables. As an Engage Grant aims to develop a research relationship, the project plan must detail regular interactions between the participants.

Intellectual Property: NSERC makes no claim to the ownership of any intellectual property (IP) generated from the research it funds. **Due to the focus on a problem specific to the company and the short duration of this grant, any intellectual property arising from the project will belong to the company.** The university or college researchers must have the right to use the new knowledge or technology in future teaching and research, and faculty and students must have the right to describe the project on their curricula vitae. While NSERC does not require that a research agreement be concluded between the host institution and the company, NSERC's Policy on Intellectual Property should be consulted to ensure that all parties, including any students involved, are aware of their obligations. Students must maintain their right to publish and to defend their thesis with no delays or impediments (if applicable).

Proposals are not eligible for an Engage Grant if they:

- focus on the commercialization of a university or college invention;
- focus on the routine application of existing technology or tools to the industry partner's operations;
- provide routine analysis or routine use of equipment at the university or college;
- collect data without interpreting underlying mechanisms;
- seek to certify, endorse, validate or performance test an existing product, process or material (unless accompanied by significant efforts to improve or better understand the product, process or material);
- include activities aimed at excessive (more than two weeks) literature review and/or patent searches;
- relate to the set-up and operational management of an institute or a formal or informal group of researchers;
- provide professional practice or consulting services; or
- are principally associated with the acquisition and maintenance of scientific equipment.

Industrial Participation: The Partner Eligibility Guidelines section of the Guidelines for Organizations Participating in Research Partnerships should be consulted to determine the eligibility of the participating company. In general, a company partner must operate from a Canadian base and demonstrate clear intentions and capacity to further develop and apply any technology within Canada so that it will lead to significant economic benefit. Start-up companies may be considered, provided that they meet the requirements below. Holding companies and companies that are not able to further develop the technology in-house are not eligible. To be eligible, a company partner must:

- have a minimum of two full time employees; or
- be in operation for a minimum of two years.

In all cases, companies must demonstrate the ability to exploit the project's results. In this context, the resources, capabilities and experience of the company and its staff are relevant. The company is expected to collaborate with the researchers at all stages of the research project (i.e., assist in developing the proposal and, as the project unfolds, interact regularly with the university (specifically the principal investigator) or college research team and other research personnel and provide input on the project).

At minimum, an in-kind contribution from the company reflecting its active involvement in the project is required. A detailed description in keeping with the guidelines for eligibility and value of the contributions, including the maximum hourly rate for salary costs must be provided and must indicate how the total value of the contribution was determined. NSERC may limit the number of Engage Grants that a company is involved in at any given time if its ability to implement the project results and sustain the collaboration appears to be limited.

Application Procedures: Proposals can be submitted at any time using the appropriate application forms for university- or college-based applicants.

A letter of support from the company involved in the project must be provided outlining:

- the nature of the company-specific problem;
- the reasons for being involved in the proposed collaboration;
- how the company expects to integrate the results into its operations;
- what benefits the anticipated outcomes will bring to the company;
- the further effort to exploit the results in Canada;
- the potential for benefit to the Canadian economy and the relevant timeframe;
- the anticipated interaction of the company's personnel with the applicant; and
- the company's support for, contribution to, and agreement with the proposal submitted to NSERC.

The Engage Grants for Universities Application Checklist summarize the information that needs to be addressed in a completed application. Decisions on funding Engage Grants are usually made within approximately six weeks. Projects are expected to start within a few weeks from the date of the award letter. Grant funds are normally available within approximately 30 days of an award decision. Terms and Conditions of Award detailing the responsibilities of participants in the collaboration and regulations concerning the grant will be provided at that time. Any expenses related to the project incurred before the award date will not be covered by the grant.

Eligible Expenses: Due to the short-term nature of this grant and its orientation towards solving a company specific problem with limited funds, resources should be used exclusively on the resolution of the problem and must be used in accordance with the directives listed in the Use of Grant Funds section of the Tri-Agency Financial Administrative Guide or the College and Community Innovation Program Tri-Agency Financial Administration Guide. The following additional limitations apply to this grant:

- **Expenses for publications and conferences** are eligible in exceptional cases only, where evidence is provided that they are industry-oriented and they represent the only appropriate media to ensure the technology is transferred to the industrial partner.
- **Office supply** expenses are limited to \$250.
- **Acquisition of any equipment** must be carefully detailed and justified.
- **Consulting fees paid for additional expertise or completion of specific project tasks** will be limited to a maximum of 20 per cent of the amount requested and will be approved only with strong demonstration of need.
- **The required company in-kind contribution** must be clearly detailed (e.g., indicate the role of company personnel, the number of hours to be devoted to the project, the hourly rate of compensation used to assess the value of the in-kind contribution, and how the total value was calculated), demonstrating that it is essential to the project and indicative of the company involvement. This contribution must also respect the maximum amounts outlined in the Guidelines for Organizations Participating in Research Partnerships.
- **For personnel such as students or technicians receiving an annual salary**, the prorated stipend for the six-month term should be indicated.

Budgets that request ineligible expenses will be reduced without opportunity to redirect the funds to other expenditures. Based on the results obtained or problems encountered, grantees may propose amendments to the project budget. However, proposals to change the allocation of project resources by more than 20 per cent per budget line-item require prior approval by NSERC and must be supported by a revised budget, a rationale for the proposed change and documentation from the partners supporting the proposed change(s).

Selection Criteria: Applications are evaluated on the following criteria, with additional requirements specific to university- and college-based applicants provided in later sections:

- **Technical merit:** The project must be scientifically sound, technically feasible and promise either to apply knowledge in an innovative manner or to lead to new knowledge. The project plan must be appropriate and sufficiently detailed. It must outline the tasks that will be undertaken and the associated research challenges.
- **Industrial relevance and potential for innovation impact:** The proposal must clearly identify and describe the company-specific problem. It must also identify how the company will be involved; how the work will lead to improved products, processes, procedures or service delivery that benefits the company; and how the company will exploit the project

results within a reasonable timeframe. Timelines for realizing innovation impact should be specified in the application. These considerations must also be clearly reflected in the company's support letter.

- **Contribution to technology transfer:** The proposal must identify how the university (specifically the principal investigator) or college research team and the company's scientific/technical staff will work together to ensure that the knowledge/technology will be transferred effectively to the company.
- **Benefit to Canada:** As well as the economic benefit to the company described under the Industrial Relevance criterion above, the proposal must outline, if applicable, any additional economic, social and environmental benefits that could be realized in Canada.

Reporting: A project report from the grantee is required within one month following the end of the grant. The company will be asked to provide comments on the project's outcome. Please note that subsequent Engage Grant applications from either of the participants will not be evaluated until outstanding project reports or company comments are provided to NSERC. NSERC may also contact the participants for further information on the impacts of the grant.

Engage Grants for Universities: As the purpose of an Engage Grant is to foster a new collaborative relationship between one company and one university researcher, there can be no existing or past relationship between the researcher applying for funding and the company with a problem to be addressed through the project. Examples of an established relationship between the company and university researcher include:

- a previous research collaboration between the researcher and the company or any of its divisions;
- researcher's current or past involvement in the company;
- joint participation in a research network;
- researcher's existing association with the company or its principals (including if they serve as a professor, adjunct professor or other colleague in the same university department);
- past or current supervision of a graduate student who is supported by an industrial scholarship or internship with the proposed partner; and
- other evidence that an Engage Grant is not needed to foster a new research collaboration.

Proposals submitted by university-based applicants must also demonstrate the principal investigator's research competence. The applicant must have the expertise required to address the defined objectives competently and to complete the project successfully. Academic expertise may be complemented by the know-how residing in the company. Important considerations relating to research competence are:

- The applicant must be an NSERC-eligible researcher and must have been granted peer-reviewed research support in the natural sciences or engineering fields from a recognized federal or provincial granting agency within the past six years.
- Applicants who have received a rating of "Strong" or higher for the criterion "Excellence of the Researcher" in their most recent Discovery Grant competition within the past six years are considered to have met the requirement for peer-reviewed research support. In the absence of Discovery Grant ratings from the past six years, NSERC will recognize certain peer-reviewed research grants from other funding agencies.
- Researchers with a principal appointment in a health-oriented university faculty (e.g., medicine, pharmacology, dentistry) are eligible for an Engage Grant only if they have been awarded an NSERC Discovery Grant within the past six years.
- Engage Grant projects must involve only one university researcher (the applicant) and any research personnel (e.g., students, research technicians), if applicable. As Engage Grants are intended to foster a new research relationship between an applicant and a company, projects requiring the participation of a co-applicant or collaborating researcher will not be accepted.

Applicants are limited to two new Engage Grants awarded in each fiscal year.