

**University Delegates Meeting  
February 3<sup>rd</sup>, 2022 – 12:30-1:30pm (EDT)  
Meeting Minutes**

**Chair:** Adrian Mota - Associate Vice-President, Research Programs (Operations)

**Co- Chair:** Allison Jackson – Director General, Operations Support

**1. CIHR Updates**

***Introduction of new University Delegates member***

The Chair shared the latest update regarding the University Delegates (UD) membership. CIHR has received UD nominations from the following universities:

- Dr. Kathy Lewis from the University of Northern British Columbia
- Dr. Erna MacLeod from Cape Breton University
- Dr. Emily Bremer from Acadia University
- Dr. Brigitte Leblon from Université TÉLUQ, which has joined the network for the first time.

The Chair thanked Dr. Geoff Payne, Dr. Tanya Brann-Barrett and Dr. Said Mekary for their contributions over the years and welcomed the new members to the network.

***Research Support Fund***

The Chair reminded the applicants that the [Research Support Fund \(RSF\)](#) grants are provided to academic Institutions to offset a number of [indirect costs](#) of research. The institution listed as the Primary Record in an applicant's Canadian Common CV (CCV)'s Affiliations section is a critical piece of information that is used to calculate RSF grant credit shares for the program. Incorrect values can result in the assignment of a participant on a CIHR grant to the incorrect institution. Applicants can confirm or update their primary Institutional affiliation at any time, by contacting CIHR's Contact Centre at [support-soutien@cihr-irsc.gc.ca](mailto:support-soutien@cihr-irsc.gc.ca)

***Reminder – Spring 2022 Reviewer in Training Program***

The Chair reminded the UD network that the [Reviewer in Training Program](#) application deadline was extended to February 11, 2022, and requested that members share the opportunity with early career researchers within their networks and institutions. UD Member can find more details about eligibility, timelines and how to apply on [CIHR's website](#). Members can reach out directly to the [College of Reviewers](#) or the [Contact Center](#).

**2. Project Grant Competition Update**

***Fall 2021 Project Grant competition funding decision analysis***

The Chair presented an analysis of the funding decisions for the Fall 2021 Project Grant competition, including equalization analysis for Early Career Researchers (ECR), female applicants and French applications. The Chair reminded the network that applications could be equalized more than once according to the applicant's group.

The Chair also provided information regarding success rate data by peer review panel, including application pressure for Foundation grants holders across both the Spring and Fall 2021 Project Grant competitions. An overview of the funding decision process can be found on [CIHR's website](#).

### **Spring 2022 Project Grant Competition - Important Dates**

Registration Deadline	February 16, 2022*
Application Deadline	March 16, 2022*
Anticipated Notice of Recommendation	June 30, 2022
Anticipated Notice of Decision	July 14, 2022
Funding Start Date	October 1, 2022

Note the registration and application deadlines were extended by one week. The [Spring 2022 Project Grant Question and Answers webinars](#) for applicants will be held on February 17, 2022:

- the French session will be at 11:00 am ET
- the English session will take place at 1:00 pm ET

The Tri-Agency Interdisciplinary Peer Review Committee will continue as part of the Spring 2022 Project Grant competition. Applicants who wish for their application to be considered for review must indicate the Tri-Agency Interdisciplinary Committee as their first suggested committee at registration and provide detailed justification for this choice. Members can find more information on the [Tri-Agency Interdisciplinary Peer Review Committee landing page](#).

Members raised questions regarding the appeals process for peer review ([Part 7 of the CIHR Application administration guide](#)), application formatting, including [Randomized Controlled Trial \(RCT\) evaluation criteria and headings](#), and [Priority announcements](#).

### **3. Future of peer review survey data analysis**

This topic was deferred to the March 2022 University Delegates meeting due to lack of time. However, the presentation was shared with the network and members were encouraged to review the information. Members are welcome to reach out to CIHR at [university.delegates@cihr-irsc.gc.ca](mailto:university.delegates@cihr-irsc.gc.ca) should they have any questions.

### **4. Funding Opportunities**

A list of funding opportunities released in January 2022 can be found in Appendix A of the presentation.

### **5. Adjournment**

The University Delegates meeting concluded at 1:32 pm EDT. The Chair thanked network members for their participation. The next meeting of the University Delegates is scheduled to take place on March 3, 2022.