



Application ID:	RSF-2023-00144	Administering organization:	Lakehead University
Funding opportunity:	Research Support Fund	Fiscal Year:	2023/2024

Investment Areas

Notional Amount	Notional Amount Used Percentage
\$2,446,954	100.00%
Research facilities	
\$702,041	28.70%
Research resources	
\$117,694	4.80%
Management and administration of the institution's research enterprise	
\$1,108,510	45.30%
Regulatory requirements and accreditation	
\$369,514	15.10%
Intellectual property and knowledge mobilization	
\$149,195	6.10%



Accountability and Public Acknowledgment Requirements

Link to the institution’s web page demonstrating that the public acknowledgment requirements have been met

(required if the notional amount is greater than \$25,000)

<https://www.lakeheadu.ca/research-and-innovation/research-services/administer-funding/indirect-costs/research-support-fund-rsf>

Link to the institution's web page containing the Institutional Performance Objectives

(required if the notional amount is greater than \$530,000)

<https://www.lakeheadu.ca/research-and-innovation/research-services/administer-funding/indirect-costs/research-support-fund-rsf/rsf-performance-objectives>

Description of the institution’s communication strategy

(required if the notional amount is greater than \$25,000)

Lakehead University's Office of Research Services is responsible for implementing the communications strategy for the federal Research Support Fund grant. Several strategies continue to be used:

- Research stories will be written and featured on Lakehead's Research Support Fund website; the stories will speak to how the grant investment has had an impact in facilitating research excellence. A communications bulletin will be circulated to the entire university community to direct them to the Lakehead Research Support Fund website for further information.
- The Research Support Fund is acknowledged in all media releases for Tri-Agency research projects that received an investment through the RSF. All of Lakehead University's Tri-Agency media releases acknowledged the funding from the Research Support Fund in 2020-21.
- Research Services will continue to provide an annual summary of Lakehead University's investments and examples of projects supported on our Institution's RSF website as part of our commitment to public accountability.

Affiliated Hospitals or Health Research Organizations

Does the applicant institution have any affiliated hospitals or health research organizations?

Yes

Organization(s)	Status of agreement
Thunder Bay Regional Health Research Institute	In place



Other Affiliated Organizations

Does the applicant institution have any other affiliated organizations?

Yes

Organization(s)

Northern Ontario School of Medicine



Research Security Overview

Research Security Allocation

\$50,432

Description of the institution's strategic vision for the use of Research Security funds

Our strategic vision is to establish a robust Research Security Framework for classifying and managing research data at Lakehead University, with the objective of ensuring the appropriate handling, use and protection of research data based on its sensitivity, value and criticality to the University. Increasing our capacity to identify, assess and mitigate the potential risks is a Research Security priority area. Ultimately, the Framework will provide Lakehead University and our researchers the ability to be compliant with National Security Guidelines for Research Partnerships and Tri-Agency Research Data Management Policy.

The Office of Research Services, in collaboration with the University's central IT department will be developing a comprehensive Research Data Classification Policy with the support of an external consultant that will aid in determining baseline security controls for the protection and use of research data. We will strive to create a culture of responsibility where researchers and the Research Ethics Board are aware of the risks associated with handling sensitive research data. In 2023-2024, the necessary training and support will be provided to ensure data is handled in accordance with compliance requirements, legal and privacy obligations. We will continuously monitor and assess the effectiveness of the policy so that we can make any necessary adjustments to ensure that research data is always protected and managed with the highest standards.

Research Security Projects

Development of Research Data Security Plan

Have you applied for this project before (Convergence Portal)?

No

Priority area(s)

Research security

Research Security amount allocated to this project in the current fiscal year

\$50

Estimated additional funds, including in-kind contributions, for the current fiscal year

\$12,000



Source(s) of additional funding

Lakehead University in-kind support

Start date (YYYY-MM)

2023-04

End date (YYYY-MM)

2024-03

Project details

Lakehead University plans to utilize the RSF Research Security Allocation to build capacity to identify, assess and mitigate potential risks to research security, in support of the full implementation of the National Security Guidelines on Research Partnerships. This goal also supports Lakehead University's Research Data Management Strategy.

Developing a Research Security Framework is a top priority for our institution. This plan will be executed in two phases and completed by March 31, 2024. It will include creating a Data Classification policy and training program for our researchers and Research Ethics Board.

Data classification is crucial in determining the appropriate security controls for protecting research data.

We recognize that Lakehead University's central IT team requires additional resources to support the completion of this task. Therefore, to ensure the best outcome, we propose seeking out the expertise of an external consultant to assist us in a two-staged project. This will allow us to bring in specialized knowledge and ensure that the task is completed efficiently and effectively.

Stage One of our Research Security Framework development plan will focus on the following activity: "Hire personnel to coordinate and carry out research security activities across their institution or identify risks and risk mitigation measures across risk areas (physical, cyber, partnerships, intellectual property, people) and provide training (e.g., workshops) associated with research security".

Our first objective is to seek out and retain a highly qualified external consultant with expertise in cybersecurity, who will be retained by March 1, 2023. This consultant will then conduct an in-depth analysis of the research activities at Lakehead University, with a specific focus on identifying areas that may be at risk or sensitive.

In addition, we will develop a comprehensive Research Data Classification Policy. This policy will establish a framework for classifying data based on its sensitivity, value, and criticality to the University. This will aid in determining the appropriate security controls for protecting and managing research data.

We will also assess awareness of research security risks among the research community and the Research Ethics Board. This will help us identify any training resources and requirements that may be necessary in the second year of this initiative.

The consultant will deliver the Research Security Framework, including the Research Data Classification Policy, to the Vice-President Research and Innovation by June 30, 2024.

By implementing these measures, we aim to ensure that Lakehead University researchers



meet statutory, regulatory, legal, contractual, and privacy obligations. Furthermore, we aim to meet the expectations set by the Tri-Agencies through the Safeguarding your Research Guidelines and Research Data Management Policy.

Lakehead University will provide in-kind support up to \$12,000 which represents the value of the IT department team's time supporting the consultant's work on campus, as well as the time of research administrators in the Office of Research Services.

We anticipate that the Research Security Framework will provide guidance to support research security and research data management risk assessment and mitigation strategies for researchers, the Research Ethics Board, the Office of Research Services, and the University's central IT team.

To monitor the success of this project, we will use several performance indicators. These include the approval of the Research Security Framework by the Senate Research Committee and Executive Team Working Group, increased support for researchers and the Research Ethics Board to comply with requirements of the Tri-Agency Safeguarding your Research Guidelines, Research Data Management Policy and TCPS2, and the presence of a Research Data Classification policy to assist researchers in assessing data and determining appropriate security controls.

Stage Two takes place in 2023-2024 and is focused on developing and implementing a training program, which will take place from July 1, 2023, to March 31, 2024.