

## Canada Research Chair program: Call for Letters of Intent (LOI)

Feb 2022

On behalf of their Faculty or Academic Unit and in support of existing or emerging research excellence, Deans and Directors are invited to submit LOIs for the available Chair. There is no limit on the number of submissions.

In this call, there is one CRC allocation available based on vacant chairs allocated to the University of Regina:

**Tier 2 Chair in a CIHR area of research**, tenable for five years and renewable once, are for exceptional emerging researchers, acknowledged by their peers as having the potential to lead in their field. For each Tier 2 Chair, the University receives \$100,000 annually for five years.

In preparing an LOI and identifying a key strategic focus for internal allocation of this CRC opportunity at the University of Regina, all LOIs will directly reference the University's 2020-2025 Strategic Plan, *All Our Relations*: kahkiyaw kiwâhkômâkaninawak.

CRC allocations present an opportunity for an incremental or transformational advance and impact in subject areas in which demonstrable research expertise, capacity, and impact exist. LOIs should address connections to existing expertise and impact within the Faculty or Unit and with other Chairs, as well as the anticipated transformational and incremental impacts that a CRC allocation will leverage (e.g., potential for increased external funding, encouragement, leverage or support of others' research and motivation for external proposals).

All LOIs that include Indigenization, reconciliation, Indigenous research approaches or related topics, must follow the tenet of "*nothing about me, without me*" and, therefore, must demonstrate that Indigenous communities' voices, perspectives, and needs are reflected and respected within the proposed CRC theme.

Research data at the unit level, compiled by the Research Office, will be provided to the review committee including external funding and graduate students.

As defined in the Research Chairs policy, LOIs are expected to identify a strategic area for establishing a Research Chair and the profile of a potential Chairholder. The following criteria should be addressed. The LOIs will be evaluated against these 5 areas with 14 sub-criteria.

- (1) Rationale for the Research Chair allocation
  - a. research strengths in the proposed field
  - b. potential of attracting a high-caliber candidate
- (2) Potential impact of CRC allocation
  - a. expanding, growing, and increasing research activity and impact
  - b. expected ability to leverage additional resources, including enhancing or leveraging government and private industry funding opportunities and increasing rates of external funding success
  - c. contribution to the creation and mobilization of knowledge outreach activities and interdisciplinary collaboration, and
  - d. increasing ability to recruit and train highly qualified student researchers
- (3) Description of the research environment
  - a. existing critical mass of research or, if an emerging area, the potential for building critical mass, including closing a knowledge or skills gap in an existing high-impact research group
  - b. research environment within the academic/research unit complements the proposed CRC
- (4) Strategic Plan
  - a. expected impact on the research profile of the academic/research unit and the University, including substantially improving national and international reputation

- b. demonstration of fit with the University's Strategic Plan available at: <https://www.uregina.ca/strategic-plan/>
  - c. positioning of the University with respect to the Research Chair in the Saskatchewan / Canada context
- (5) Plan for faculty line and resources
- a. how will the Faculty or unit address equity with the five designated groups: women, persons with a disability, Aboriginal Peoples, gender and sexually diverse and visible minorities (required per CRC Secretariat)
  - b. Transition in: what resources will the Faculty or unit commit to support the CRC's research program (e.g. research space, graduate student allocations, start-up or research funding, travel, materials and supplies, equipment, reduced course load). Be specific about the level of support and resources the Faculty will commit and what supports differ from those provided for regular faculty members. Consider CFI JELF (see below).
  - c. Transition out: how will the Faculty or unit assume the Chairholder's position and budgeted faculty line at the conclusion of the CRC term. In addition to considering salary and benefits, what other resources will the Chairholder have continued access to as their term ends? (e.g. research space, graduate student allocations, research funding, travel, materials and supplies, equipment, course load).

CRCs can be used for internal or external recruitment. All Chair positions must be publicly advertised, therefore, candidates for CRC nominations are not to be identified and presented at the LOI stage.

The recruitment will be conducted in accordance with the Collective Agreement and HR policies and processes, the University Research Chairs policy (<https://www.uregina.ca/policy/browse-policy/policy-RCH-010-010.html>), and CRC guidelines ([http://www.chairs-chaires.gc.ca/program-programme/nomination-mise\\_en\\_candidature-eng.aspx](http://www.chairs-chaires.gc.ca/program-programme/nomination-mise_en_candidature-eng.aspx)).

**CFI JELF** program supports infrastructure, renovations and equipment costs. CFI will provide 40% of total project funding with Innovation SK typically matching another 40%. The remaining 20% must come from other sources such as faculty contributions, deep vendor discounts, industry funds and/or researcher contributions. The U of R has earmarked the following CFI allocations for incoming CRCs. In considering Faculty resources, indicate if the CFI JELF will be accessed, available space, and how the 20% from other sources will be met. If applicable, the Faculty can provide additional funds to expand the project scope.

CIHR Tier 2: \$75,000 JELF + \$75,000 Innovation SK + minimum \$37,500 other sources

**Citation Appendix:** One page appendix for citations can be submitted. No other appendices are allowed.

**Format:** The LOI will not exceed 3 pages + 1 page citation appendix. No other appendices are allowed. Use 12-point Times New Roman font with 3/4" margins.

### **Submission Process**

- This call for LOIs will be posted on the [Research Chair](#) webpage and an email notification sent to Deans and Directors as well as to all of campus through the [research] listserv
- Electronic submissions must be submitted to the Research Office via Michelle Beitel ([Michelle.Beitel@uregina.ca](mailto:Michelle.Beitel@uregina.ca)) prior to May 17, 2022 at noon.
  - Acknowledgement of receipt of submissions will be provided
  - Submissions that do not appear to address all basic eligibility requirements will be returned to the respective dean within 24 hours for clarification and modification (as relevant); deans shall have one business day to respond
- A committee will be formed to review LOIs against institutional criteria and policy. See Appendix 1: Merit Indicators for CRC LOI Internal Review for evaluation criteria.

- Written feedback on submissions will be provided by the committee to Deans' Council.
- Recommendations for allocation will be presented to the VP (Research) and Provost and Vice-President (Academic) in June 2022.
- The VP (Research) and Provost and Vice-President (Academic) finalize the CRC allocation(s) based on the recommendations and comments from the sub-committee by end of June 2022
- The Provost and VP (Academic) advises all Faculties/Units of allocation in mid-July 2022
- A Search Advisory Committee for the CRC is established by the Faculty to initiate the recruitment process such that a nomination is submitted to the CRC Secretariat prior to the April 2023 deadline.
- The CRC has an anticipated decision date in Oct 2023.
- The CRC nominee begins her/his appointment at University of Regina following successful decision.

[sample LOI template]

## **Proposed Chair Title**

Letter of Intent for Canada Research Chair Tier XX

Submitted by Faculty of XXXX

Date

### **(1) Rationale for the Research Chair allocation**

- a. research strengths in the proposed field
- b. potential of attracting a high-caliber candidate

### **(2) Potential impact of CRC allocation**

- a. expanding, growing, and increasing research activity and impact
- b. expected ability to leverage additional resources, including enhancing or leveraging government and private industry funding opportunities and increasing rates of external funding success
- c. contribution to the creation and mobilization of knowledge outreach activities and interdisciplinary collaboration, and
- d. increasing ability to recruit and train highly qualified student researchers

### **(3) Description of the research environment**

- a. existing critical mass of research or, if an emerging area, the potential for building critical mass, including closing a knowledge or skills gap in an existing high-impact research group
- b. research environment within the academic/research unit complements the proposed CRC

### **(4) Strategic Plan**

- a. expected impact on the research profile of the academic/research unit and the University, including substantially improving national and international reputation
- b. demonstration of fit with the University's Strategic Plan available at: <https://www.uregina.ca/strategic-plan/>
- c. positioning of the University with respect to the Research Chair in the Saskatchewan / Canada context

### **(5) Plan for faculty line and resources**

- a. how will the Faculty or unit address equity with the five designated groups: women, persons with a disability, Aboriginal Peoples, gender and sexually diverse and visible minorities (required per CRC Secretariat)
- b. Transition in: what resources will the Faculty or unit commit to support the CRC's research program (e.g. research space, graduate student allocations, start-up or research funding, travel, materials and supplies, equipment, reduced course load). Be specific about the level of support and resources the Faculty will commit and what supports differ from those provided for regular faculty members. Consider CFI JELF (see below).
- c. Transition out: how will the Faculty or unit assume the Chairholder's position and budgeted faculty line at the conclusion of the CRC term. In addition to considering salary and benefits, what other resources will the Chairholder have continued access to as their term ends? (e.g. research space, graduate student allocations, research funding, travel, materials and supplies, equipment, course load).

MERIT INDICATORS for CRC LOI Internal Review				
		Excellent	Good	Moderate
Rationale for Allocation		The proposed research field is <b>strong</b> and will make <b>significant contributions</b> to advancing knowledge.	The proposed research field has <b>strengths</b> with the potential to make a <b>contribution</b> to advancing knowledge.	The proposed research field is <b>adequate</b> with <b>incremental and modest contributions</b> to advancing knowledge.
		The potential of attracting a high-caliber candidate is <b>high</b> and the proposal is <b>feasible</b> .	The potential of attracting a high-caliber candidate is <b>likely</b> and the proposal is <b>feasible</b> .	The potential of attracting a high-calibre candidate is <b>unclear</b> and/or the proposal <b>may not be feasible</b> .
Impact of CRC Allocation		Impact and importance of the work is <b>clearly evident</b> and <b>ground breaking</b> . Research activity will <b>expand significantly</b> .	Impact and importance of the work is <b>evident</b> and <b>influential</b> . Research activity <b>will expand</b> .	Impact and importance of the work is <b>described</b> . Research activity <b>may expand</b> .
		<b>Significant</b> additional resources* can be leveraged.	<b>Some</b> additional resources* can be leveraged.	It is <b>unclear</b> if additional resources* can be leveraged.
	*Additional resources can include government and private industry funding opportunities and increasing rates of external funding success			
		The research will lead to <b>significant and substantial</b> knowledge mobilization, outreach and/or interdisciplinary collaboration	The research will lead to knowledge mobilization, outreach and/or interdisciplinary collaboration	<b>Some</b> knowledge mobilization, outreach and/or interdisciplinary collaboration will result.
		The plan to recruit and train HQP is <b>highly appropriate, clearly defined</b> and expected to produce <b>top quality</b> HQP.	The plan is <b>appropriate</b> and <b>will increase</b> the ability to recruit and train HQP.	The plan <b>may have some impact</b> on the ability to recruit and train HQP.
Research environment		<b>Significant</b> critical mass of research in this area at the UofR exists or <b>significant</b> potential to build critical mass.	A critical mass of research in this area at the UofR <b>exists</b> or <b>potential</b> to build critical mass in an emerging area.	<b>Some</b> research is undertaken in this area at the UofR or an area of critical mass <b>may emerge</b> .
		The proposed unit is providing substantial resources for the CRC or has a research environment that is <b>highly complementary</b> to the proposed CRC.	The proposed unit has resources to support the CRC or provides a <b>complementary</b> research environment to the proposed CRC.	The proposed unit has limited <b>resources</b> to support the CRC or <b>may provide</b> a suitable research environment.
Strategic Plan		The CRC will <b>substantially increase</b> the research profile of the academic/research unit and the University, including improving national and international reputation.	The CRC will <b>increase</b> the research profile of the academic/research unit and the University. The impact on the national and international reputation is unclear.	It is <b>not evident</b> if the CRC will increase the research profile of the academic/research unit and the University.
		The CRC is <b>strongly aligned</b> with the University's Strategic Plan, and has a clear linkage to a signature area of University research strength.	The CRC is <b>aligned</b> with the University's Research Strategic Plan, and has partial linkage to a signature area of University research strength.	The alignment with the University's Research Strategic Plan is <b>minimal</b> , and is not linked to a signature area of University research strength.
Plan for faculty line and resources		The following EDI points are <b>all clearly described</b> :	The following EDI points are <b>described</b> :	The following EDI points are <b>partially described</b> :
	(1) Challenges related to equity, diversity and inclusion specific to the UofR <b>and</b> field of research; (2) Specific actions to support the recruitment of diverse candidates; (3) An inclusive work and/or research environment.			
		The resources** committed to supporting the CRC's research program are specific and the unit is making a significant investment in the CRC's research program. The transition at the conclusion of the CRC term is appropriate.	The resources** committed to supporting the CRC are appropriate to the field of study and exceed that provided for the regular faculty in the unit. The transition at the conclusion of the CRC term is appropriate.	The resources** may not adequately support a CRC in this field of study and/or the transition at the conclusion of the CRC term are unclear.
		The application will contribute <b>major infrastructure</b> or research capability <b>provincially or nationally</b> .	The application will contribute <b>major infrastructure</b> or research capability <b>at the University</b>	The application will provide infrastructure <b>for the Applicant</b>
**Resources may including start up, lab space, graduate student funding, travel, research funding, materials and supplies, equipment, course load, and non-financial commitments.				