INTERNATIONAL RESEARCH PARTNERSHIP GRANTS
Program Guidelines

Background

The International Research Partnership Grants (IRPG) are internal seed grants designed to provide Waterloo researchers with incentives to develop new or enhance existing international research collaborations with leading institutions known for high quality research and strong global rankings. Projects must have potential for leveraging external funding from major Canadian and international funding programs.

Deadlines

Proposals are due May 1 and November 1 annually. In exceptional cases, proposals will be considered outside the normal deadlines. Please inform the Office of Research program contact in advance if you intend to submit outside the bi-annual deadlines.

Funding

**Amount:** The IRPG program is a matching program whereby the Office of the Vice-President Research and International provides 50% of the budget up to $20,000. The remaining 50% must be cash from other sources.  

*Example:* $20,000 from UW + $20,000 matching cash = $40,000 total grant

Although an internal match (e.g., start-up funds, Departmental/Faculty cash, existing grants) is acceptable, **strong preference is given to applications in which the match is new, external cash from international partners**. Letters confirming financial support are required for each matching contribution. Note that in-kind is not an eligible matching contribution and should not be included in the budget.

Note* The matching cash contribution(s) are not required to flow to a UW account. These funds are meant to be utilized by the international partner to support their expenses and activities over the course of the project.

**Eligible expenses** – grants are for:

- Partnership-building activities (e.g., workshops, conferences and related travel);
- Associated research expenses (e.g., lab user fees, consumables, small research related equipment);
- Development of proposals for international research involving groups/consortia.
- Remuneration for students or research assistants directly involved in planning and organizing the proposed activities and background research. Note this expense should not be more than 25% of the total budget.
Ineligible expenses:

- Faculty or staff salaries
- Indirect or overhead costs
- Large budget equipment purchases
- Costs of facilities and basic utilities; purchase, repair or shipping of office or lab equipment; computer purchases; insurance for equipment and basic communication devices such as telephones and fax machines, computer software and terminals.
- Conference registration costs

If the applicant is unsure about including an expense, please contact Regan Child, Grants and Contracts Manager for International Research and Partnerships (rchild@uwaterloo.ca) for clarification.

Eligibility

- Projects should involve a group of Waterloo researchers and international partners. Preference will be given to projects involving two or more Waterloo Faculties and a network of partner institutions;
- Preference will be given to projects that include highly qualified personnel (undergraduate and graduate students, postdocs);
- Preference will be given to new collaborations and projects that have not received IRPG funding for a previous project with the same international partners;
- Preference will be given to applications in which the matching cash contribution is from outside the University of Waterloo;
- Applicants must identify national or international research funding agencies/programs to which they will apply for funding to continue the collaboration once the IRPG seed and matching funds have been spent;
- Matching funds cannot already be leveraged/matched to another research grant.

Evaluation Criteria

- Contribution to the advancement of knowledge (quality and scientific impact of the research/project);
- Quality and significance of the partnership (global or other rankings of the partner institution, areas of complementary research strengths);
- Quality and impact of the research contributions of team members hitherto (expertise, complementarity);
- Possible outcomes of the proposed research collaboration (e.g., new international funding applications, scientific advances, technology development, policy formulation, dissemination of results);
- Feasibility of the research/project (activities plan, milestones, budget).
- Preference will be given to projects with alignment to UW Strategic Plan related to the focus areas for Advancing Research for Global Impact (https://uwaterloo.ca/strategic-plan):
  - Quantum science, nanotechnology, connectivity and telecommunications
  - Water, energy and climate: sustainability, security, infrastructure
- Information technology and its impact, including intelligent systems, human-machine interfaces, cybersecurity, privacy and data science
- Robotics and advanced manufacturing
- Health technologies
- Human dimensions of global challenges

**Evaluation procedure**

All applications are evaluated by a Waterloo Selection Committee based on the guidelines noted above. The Committee is chaired by the Associate Vice-President, Interdisciplinary Research.

Successful applicants will be notified by email. Unsuccessful applicants will be provided with some evaluative comments.

**Submission instructions**

Each application package must include:

- Completed Application Form. (Project Information section of application should not exceed 4 pages);
- 1-2 page CV or biography for each PI (Waterloo and Partner Lead PIs only). Include only recent activities (e.g., within the last 5 years). CVs/biographies more than 2 pages in length will not be accepted;
- Letters confirming financial support for each matching source identified in the “Source” section of the Budget. These must include the amount and what the funds will be used for;
- Completed and signed Office of Research Cover Sheet (please send the hardcopy via interoffice mail to the Office of Research)

Please email the above documents as a single PDF to Regan Child, Grants and Contracts Manager, International Research and Partnerships, Office of Research.

**Program contacts**

Please direct any questions or comments to:

- Drew Knight, Director, Global Research and Strategic Alliances (dknight@uwaterloo.ca / ext 32288) or
- Regan Child, Grants and Contracts Manager, International Research and Partnerships (rchild@uwaterloo.ca / ext 31587).