



2025 CFI Innovation Fund

Info Session - October 18, 2023



OFFICE OF THE VICE-PRESIDENT,
RESEARCH AND INTERNATIONAL

INSTITUTIONAL
STRATEGIC AWARDS

Today's Session

- CFI Innovation Fund Overview
- Building your CFI Team
- SFU's internal selection process
- Internal support
- Where to start
- Q&A



CFI Innovation Fund Objectives

The Canada Foundation for Innovation (CFI) is a non-profit corporation that invests in research infrastructure submitted by eligible Canadian universities, colleges, research hospitals and non-profit research institutions.

CFI's Innovation Fund provides continued investments in **infrastructure** across the full spectrum of research and disciplines *from the most fundamental, to applied, through to technology development*

Objectives are to:

- Enable internationally competitive research or technology development
- Enhance and optimize the capacity of institutions and research communities
- Lead to social, health, environmental and/or economic benefits for Canadians

Innovation Fund Tentative Timelines

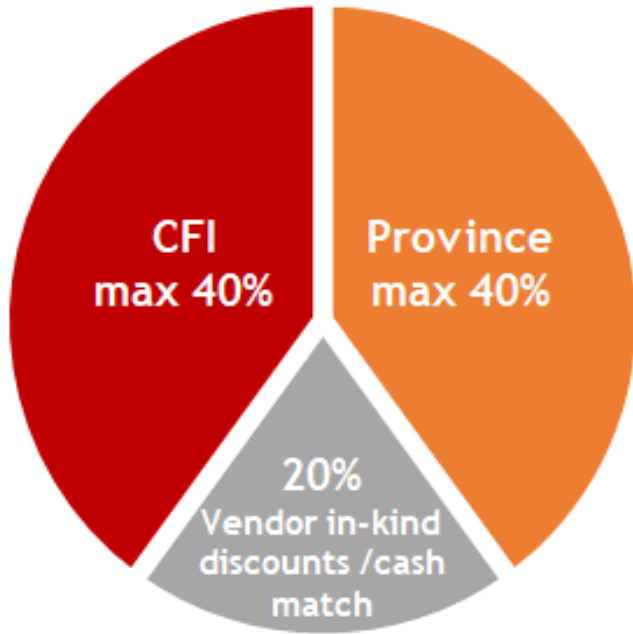
| | 2025 competition | 2028 competition |
|--------------------------------------|------------------|------------------|
| CFI issues call for proposals | Spring 2024 | Winter 2026–27 |
| Deadline to submit notices of intent | October 2024 | Spring 2027 |
| Deadline to submit proposals | February 2025 | Fall 2027 |
| Decision by CFI Board of Directors | November 2025 | June 2028 |

- Innovation Fund competitions are held every 2-3 years
- 2023 competition decisions were in June 2023; 34% success rate, not yet public
- Next call for proposals in late Spring 2024; no major changes expected

Institutions have a fixed envelope for Innovation Fund requests

- Institutional envelopes are calculated based on previous tri-agency funding
- For the previous (2023) Innovation Fund competition, SFU's CFI envelope was \$22.4M; 2025 envelope will be announced ~late Spring 2024
- SFU will run an internal competition to select projects to go forward under the available envelope
- Both SFU-led and non-SFU-led projects are eligible for a portion of SFU envelope
- Other institutions may contribute a portion of their envelope to SFU projects

CFI Funding Model



Minimum total project cost: \$1Million

CFI IF maximum: 40%

Province maximum: 40%

Minimum eligible match: 20%

- **CFI** (max 40%): Projects tend to be partnered, multi-institutional. As such, a project may have a CFI request from several institutional envelopes.
- **Province** (max 40%): BCKDF, plus other provinces for national projects
- **Eligible Match** (min 20%):
 - Vendor in-kind discounts (CFI-priced quotes)
 - Other cash sources (internal or external, not Tri-Agency)

Eligible Infrastructure Costs

- Acquisition and development of infrastructure that enables world-class research and innovation
- Research equipment and components
- Construction and renovation, *exclusively* for research
- Personnel – project management, design, engineering, manufacturing, procurement and/or installation of the infrastructure
- Databases, digital libraries, advanced research computing (ARC). ARC above \$100k may need to be incorporated into the national ARC platform
- Extended warranties



See [CFI Policy & Program Guide](#) for more details

Building Your CFI Team

- You may include up to 10 researchers, including up to 2 team leaders (administrative lead)
- EDI principles should underscore your approach to both *research design* and *team composition/work environment*
- Build a team that incorporates excellence in expertise, EDI principles and meaningful ECR involvement
- The team may include researchers from different institutions, sectors and countries

SFU's Internal Selection Process

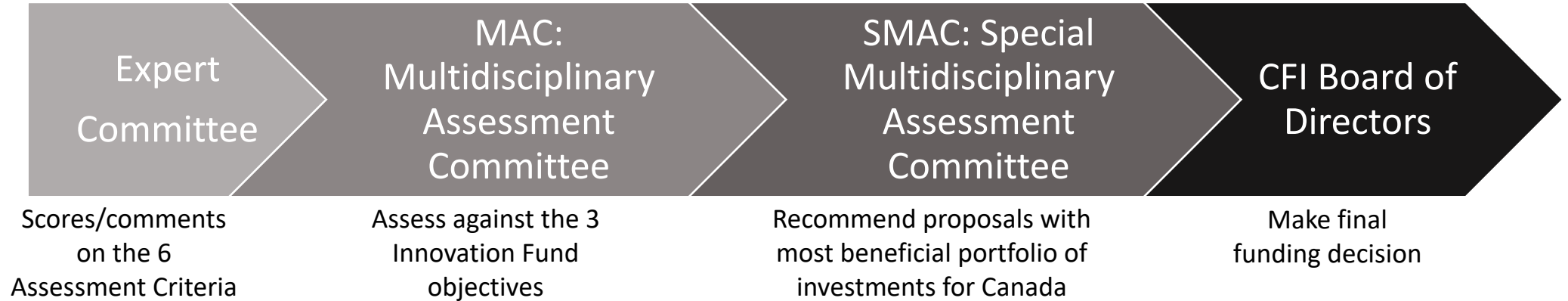
SFU timeline

CFI timeline

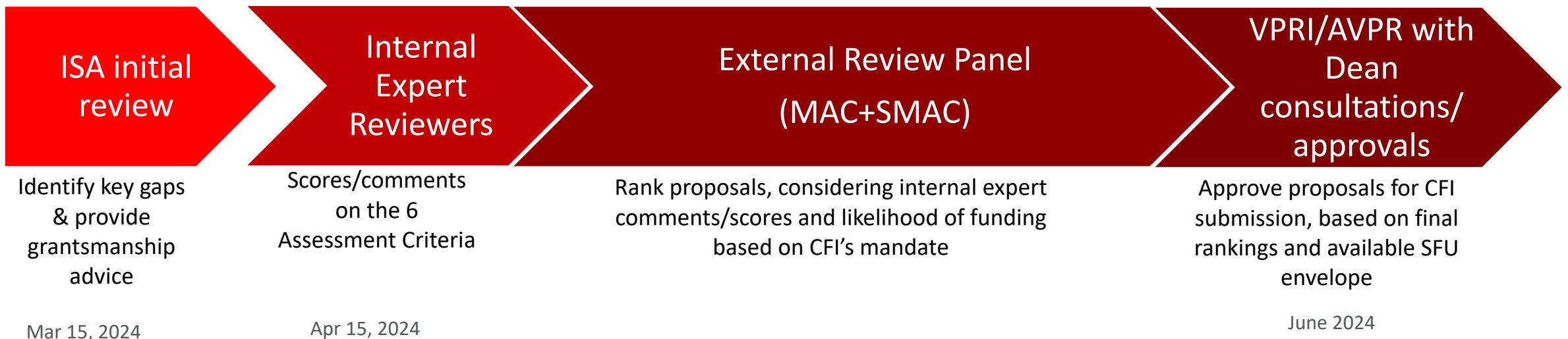
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| Expression of Interest (iEOI) Deadline | Dec 1 2023 | |
| Test Your Concept Sessions | Jan 2024 | |
| Internal Letter of Intent (iLOI) Workshop | Feb 2024 | |
| Draft iLOI due for preliminary feedback | Mar 15 2024 | |
| Final iLOI due for review and scoring | Apr 15 2024 | |
| Internal decisions and envelope allocation | ~June 2024 | Institutional envelope announced |
| Workshops and internal reviews (NOI and full proposal) | Oct 2024 | NOI deadline |
| | Feb 2025 | Proposal deadline |
| | Nov 2025 | Funding Decisions |

Internal Selection is Modelled after the CFI Review Process

CFI review:



SFU's Review Process:



Internal Expression of Interest

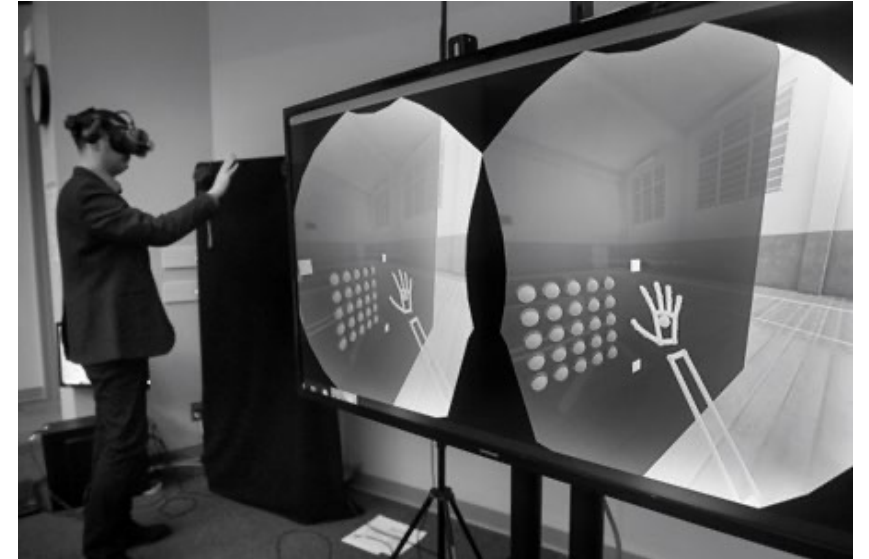
- Submission of an internal EOI is **required** for all Teams interested in applying for the 2025 Innovation Fund (SFU-led **or non-SFU-led**) – i.e., requesting part of SFU’s CFI envelope
- Will be used to identify projects with similar and/or competing interests (potential merge) and clarify the amount of support needed
- Will **not** be used to determine who will or will not move forward in the competition
- Form is available on SFU FundOps Innovation Fund page
- **Due Dec 1, 2023**

EOI Content

- Team members, up to 10 (these can change at LOI stage)
- Brief descriptions of research project, outcomes, major infrastructure
- estimated total cost and request from SFU’s envelope
- Suggested internal reviewers (for LOI stage)

Test Your Concept Sessions

- All Teams that submit an iEOI will be invited to present at a Test Your Concept session
- January 2024, date TBD
- Format:
 - Virtual (Zoom)
 - 45 minute, private time slots
 - 10 minutes to present your project (slides optional)
 - 35 mins for feedback and discussion
- multidisciplinary panel of SFU experts, will provide verbal feedback to teams
- Participation is optional but highly recommended



Internal Letter of Intent (iLOI)

- Required for all Teams (SFU-led and non-SFU-led) requesting part of SFU's Innovation Fund envelope
- Modelled after the full application (2023 guidelines) but ~1/3 the length, covering the 6 assessment criteria:
 - ✓ Research or technology development
 - ✓ Team expertise
 - ✓ Team composition (EDI)
 - ✓ Infrastructure (major items, budget not needed)
 - ✓ Sustainability
 - ✓ Benefits
- **First draft due Mar 15, 2024** for review by ISA for confidential feedback to strengthen the proposal
- **Final iLOI due April 15, 2024** for review and scoring by internal experts and an external review panel

Internal Support

- Institutional Strategic Awards (ISA)
- Facilities
- Research Computing Group
- Procurement

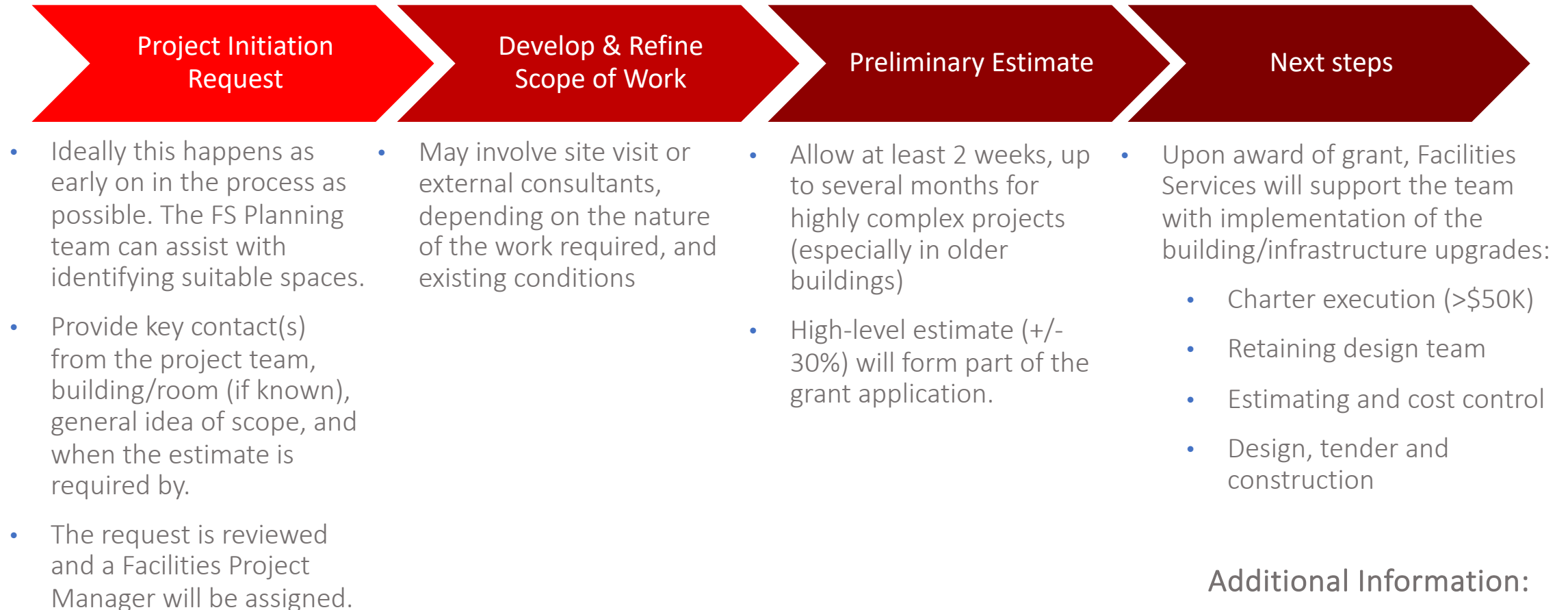


Institutional Strategic Awards

- [ISA](#) will manage the CFI internal selection process and provide resources to help researchers produce a competitive proposal (workshops on budget, EDI, benefits; reviews, drop-in sessions)
- ISA manages the pre-award development and post-award management of awards that are:
 - Institutional, strategic, prestigious, high value, large scale, administratively complex, and/or high risk

Facilities

Facilities services provides planning, estimating, and project delivery for building renewals and modernization.



Additional Information:

<https://www.sfu.ca/fs/services.html>

Research Computing Group: Services

James Peltier – Director

Megan Meredith-Lobay – Associate Director

1. Systems Administration
2. Research Software Development
3. Training
4. Workflow Optimization
5. Data Visualization
6. Consultation

<https://www.rcg.sfu.ca>

Procurement

▶ The Procurement team

Laura Simonsen: (778) 782-3295 laura_simonsen@sfu.ca

Eric Sheng: (778) 782-6869 zsheng@sfu.ca

▶ CFI requirement: all purchases follow the usual institutional tendering and purchasing policies and procedures

- ✓ Competitive bidding for goods and services valued at \$50,000 CAD or greater
- ✓ Procurement processes are open, fair, and transparent
- ✓ All qualified vendors have opportunity to compete for the University's business
- ✓ Sole source, ACAN (advance contract award notice)

▶ Fair Market Value Assessment (FMVA)

for in-kind contributions valued at \$100,000 or over

▶ Guideline on communication with vendors

Where to start

- Build your research team (up to 10) and decide on the project lead/s; Your team should represent the right people to achieve your goals, considering expertise and EDI principles.
- Co-develop a cohesive research plan, considering required infrastructure, that will enable world-class research and innovation.
- If other institutions are a part of your project (i.e., contributing part of their CFI envelope), determine their internal timelines and processes; these may be earlier than the SFU timeline
- Discuss space and renovation needs with your Faculty
- Reach out to cfi@sfu.ca if you have questions at any step of the way