



Alliance International Collaboration grants

Application checklist

Before submitting an application, ensure that all requirements are met and that the [instructions](#) are followed. Missing components or non-compliance with the instructions will result in the application not being accepted.

Alliance International Collaboration

General

- ☐ The Canadian and the international proposal do not involve the participation of any partner organizations from the private, public or not-for-profit sectors.
- ☐ You have not submitted an application to the Alliance International Collaboration program in the 12 months prior to your planned application date.

Research topics

- ☐ The application's research challenge is in natural sciences or engineering (NSE).
- ☐ If the proposed Canadian component of the research includes collaborations outside the NSE, their costs must be identified in the project budget, up to 30% of the Canadian project costs.

International Collaborators

- ☐ All international collaborators named in the proposal must hold a **primary** faculty appointment at a recognized university, at the level of assistant, associate, or full professor.
- ☐ Except for students, postdoctoral researchers and university research assistants, the international proposal does not include the participation of non-academic collaborators, regardless of whether you and your team will or will not collaborate with them.

- ☐ The international proposal is included in the application.

It was co-developed by the Canadian and the international teams.

It clearly describes the Canadian team and its role in the project.

Note: An insufficient description of the Canadian team and its role will lead to a rejection of the application as NSERC cannot conclude that the participation of the Canadian team was thoroughly considered in the international peer review.

- ☐ If the international proposal is not written in English or French, a translation into English or French of sections describing the Canadian team and its role in the project must be provided.
- ☐ The international award is made by a recognized granting institution equivalent to NSERC and is based on a peer review process.
- ☐ The international award was made no earlier than 120 days before the submission of the Alliance International Collaboration application to NSERC.
- ☐ A formal letter of offer providing proof of the international award is included. If the international funder does not provide a letter of award, a dated screenshot from their website clearly indicating the decision, the amount, the award duration and recipient will be considered. If the international award letter is not available in English or French, a translation in English or French is provided.
- ☐ The duration of the international component of the project must be at least as long as the Canadian component of the project. The Canadian and the international teams are scheduled to begin the research at approximately the same time.

Budget

- ☐ Each annual amount requested from NSERC is not less than \$20,000 and does not exceed \$100,000
- ☐ All planned Canadian expenditures are eligible (refer to the Tri-agency Guide on Financial Administration); they are well described and well justified.
- ☐ The Canadian budget accounts for at least 25% and up to 75% of the overall project budget.
- ☐ The annual amounts awarded to the international collaborator are indicated and converted in Canadian dollars.

Proposal

- ☐ The proposal makes use of the [template](#) presentation structure, without altering the headings, text, bullet points or margins, while complying with the [NSERC online presentation and attachment standards](#). In particular, all text must be in 12-point Times New Roman font, and margins must be set at a minimum of 3/4-inch (1.87 cm).

- ☐ The length of the proposal does not exceed the **total page limit** outlined in the [instructions](#). Excess pages will be removed. If this removal results in information addressing one or more evaluation criteria or sub-criteria being truncated or incomplete, NSERC will not accept the application.
- ☐ The proposal addresses **each** of the requirements listed in the bullet points included in the proposal template under each heading. Failure to do so will result in the application being found incomplete and not accepted.
- ☐ The proposal includes a training plan that is principally intended for undergraduate, graduate or postdoctoral trainees. The training plan includes enhanced international experience for highly qualified personnel (HQP).
- ☐ The proposal includes a detailed **training plan** describing **specific practices** that consider [equity, diversity and inclusion \(EDI\)](#) and that will be **implemented** during the project to ensure an inclusive research and training environment. Generic statements or references to the current environment in the applying team will not be considered sufficient. If the training plan does not adequately demonstrate that EDI has been appropriately taken into consideration, NSERC will not accept the application.

Attestation for Research Aiming to Advance Sensitive Technology Research Areas

- ☐ The [Attestation form](#) is completed and attached for the applicant, co-applicant(s) and collaborator(s), including all collaborators named in the international proposal, in the case where the research activities supported by the grant will aim to advance a listed [sensitive technology research area](#). Failure to provide the required completed Attestation form(s) (if applicable) will result in the application being found incomplete and not accepted.

Applicant(s) and co-applicant(s)

- ☐ Form 100A and the CCV for the applicant and each co-applicant are complete and up to date, complying with the instructions ([Form 100A](#); [CCV](#)). Failure to provide Form 100A and CCV that comply with the instructions will result in the application being found incomplete and not accepted.
 - ☐ The applicant and all co-applicants must each hold an NSERC peer-reviewed grant as the primary applicant. The NSERC grant must be active at the time the application is submitted.
 - ☐ The application must include biographical sketches for all collaborators, including all collaborators named in the international application. Biographical sketches or CVs must comply with the [instructions](#) and not exceed **two pages** each in length. Excess pages will be removed.
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