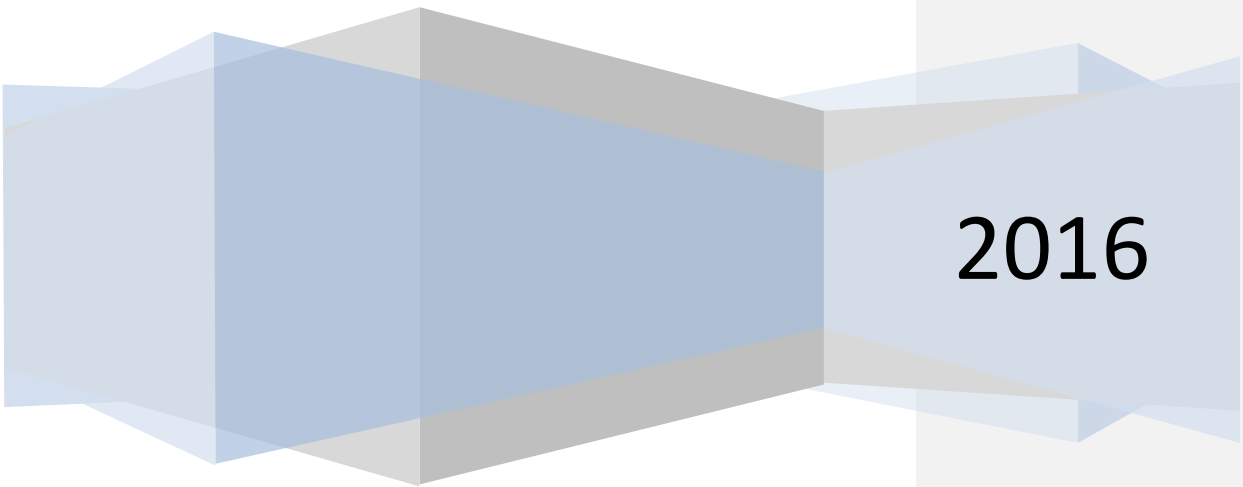


McGill University

Useful Information for Researchers

Faculty of Medicine



2016

USEFUL INFORMATION FOR RESEARCHERS**FACULTY OF MEDICINE – RESEARCH****Contact information:**

- Dr. Shari Baum (Associate Dean) – shari.baum@mcgill.ca – phone: 398-3523
- Dr. Christian Ilantzis – Christian.Ilantzis@mcgill.ca – phone: 398-4079 (for help with CRC or CFI applications and more)
- TBC – riac.med@mcgill.ca – phone 398-5815 (for help with investigator awards such as FRSQ and more)

GRANT AND SALARY AWARD APPLICATIONS:

The role of the Faculty – verifies that the submitting investigator has a faculty appointment, provides letters of support for salary award applications and more

Faculty Signature Requirements:

The order in which signatures are to be obtained:

1. Principal Applicant
2. Department/Division Chair
3. Faculty Associate Dean Research
4. Signing Official of the Institution (RGO/LDI(JGH)/MUHC/Douglas) that will administer the funds

The following minimal information will be obtained from the investigator when they, or their designate, arrives for the signature of the Associate Dean, Research.

- Name of Investigator
- Role (PI, Co-Investigator)
- Institution that will administer funds (McGill-RGO, Douglas-RI, LDI-RI, MUHC-RI)
- Agency Name (CIHR, CRS, NCIC, NIH, etc.)
- Program Name (Operating, Equipment, Clinical Trial, Career Award, etc.)
- New or Renewal application
- Application Deadline
- Title of Project

USEFUL WEBSITES TO CONSULT FOR GUIDANCE

McGill: for information on: **funding sources, policies and procedures, deadlines, compliance.**

- **Office of Sponsored Research (OSR):** <http://www.mcgill.ca/research/about>
- **Information pertinent to new investigators:**
 - <http://www.mcgill.ca/research/researchers/>
 - <http://www.mcgill.ca/apo/new-faculty-guide>

INTERNAL SCIENTIFIC REVIEW*

It is strongly recommended that all researchers submitting proposals to major agencies, submit their applications **for internal scientific review**. Internal review not only improves applications, but renders the applicant eligible for internal bridge funding, if needed.

*This should not be confused with the administrative review for grant applications which is for stylistic format only. The administrative review is handled by the Office of Sponsored Research (OSR) or the Research Institutes.

FOR FACULTY SUBMITTING NEW GRANT AND/OR S

- log in and/or contact your scientific director for specific information as below - all submissions must be received 3 weeks prior to the granting agency deadline;
- Follow the instructions on the site

Site	Log in if available
MUHC-RVH, MGH	MUHC gsubmit
MUHC-MCH	Contact the scientific director
Montreal Neurological Institute	Contact the scientific director
Jewish General Hospital/LDI	Contact the scientific director

McGill - all other sites (includes campus and Douglas Institute)	McGill gsubmit
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All other Investigators are also encouraged to take advantage of this opportunity to have their applications pre-reviewed by their peers.

To have your grant reviewed, please contact:

Investigator Awards Coordinator: TBC

Email: riac.med@mcgill.ca

Tel: 514-398-5815

HOSPITAL RESEARCH INSTITUTES:

MUHC see: <http://muhc.ca/research/page/about-research-institute>

- Information on: who signs your grant applications at the MUHC; Internal review of grant applications (increases the success rate and is mandatory for non-tenured investigators at the MUHC); Grant writing tips and more.

Douglas: <http://www.douglas.qc.ca/research?locale=en>

Jewish General Hospital: <http://www.jgh.ca/en/LDI>

OTHER IMPORTANT SITES:

- **Material Transfer Agreements (MTAs):**
<http://www.mcgill.ca/research/researchers/industry/before>

For confidentiality agreements, material transfer agreements, contracts with industry and more
Learn more about what constitutes correct authorship on publications.

- **Funding opportunities:** register yourself with the appropriate Institute from CIHR to get on their mailing list. <http://www.cihr-irsc.gc.ca/e/26626.html>
- **McGill Statistical Consulting Service:** <http://www.math.mcgill.ca/~scs/> - very reasonable rates!

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- **Animal Studies:** <http://www.mcgill.ca/research/researchers/compliance/animal/>
- **Human Studies:** <http://www.mcgill.ca/research/researchers/compliance/human/>
- **Biohazards:** <https://secureweb.mcgill.ca/ehs/laboratory/biosafety>
- **McGill Association for University Teachers (MAUT)** <http://maut.mcgill.ca/> - a place to go for advice on academic freedom issues; they periodically run workshops for faculty in a number of areas i.e. pension and more.
- **Research Integrity:** <http://www.mcgill.ca/research/about/integrity>

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Commented [SRBD3]: This has outdated info about multi-site ethics review

MAJOR GRANTING AGENCIES:

CIHR: <http://www.cihr-irsc.gc.ca/e/193.html>

FRQS – Research Scholar programs: <http://www.frqs.gouv.qc.ca/fr/index.shtml>

Salary support awards: At the time of the full application, the Director of your Department or Research Institute will need to fill out **on-line**, the Form entitled *Section du directeur du centre ou du département universitaire / Annexe à la bourse de chercheurs-boursiers ou de chercheurs-boursiers cliniciens*.

NSERC: <http://nserc.ca/>

INSTITUTIONAL STRATEGIC INITIATIVES (CFI, CRC AND GENOME CANADA) applications are coordinated through the VP RIR Office: <http://www.mcgill.ca/research/researchers/funding/federal/cfi/strat-plan>

For more information about the individual programs see:

<http://www.chairs-chaire.gc.ca>

<http://www.innovation.ca/en>

NIH <http://grants.nih.gov/grants/guide/index.html>

PUBLICATIONS OF GENERAL INTEREST:

CAREER ORIENTED:

- Haynes L, Adams SL, Boss JM 2008 “**Mentoring and networking: how to make it work**” Nature Imm 9:3-5
- **Help Women Stay in Science** – for constructive suggestions see: <http://www.the-scientist.com/news/display/53655/>
- **Career Basics** – Excellent resource booklets that can be down loaded http://sciencecareers.sciencemag.org/tools_tips/outreach/careers_basics_booklet
http://sciencecareers.sciencemag.org/tools_tips/how_to_series
- **On Being a Scientist: Responsible Conduct in Research, Third Edition**
http://www.nap.edu/catalog.php?record_id=12192
<http://www.hhmi.org/resources/labmanagement/> Compilation of the HHMI/BWF 'Making the Right Moves' course materials, free to download

Guidelines for data collection and management:

<http://www.mais.umich.edu/access/download/daguide.pdf>

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PUBLICATION ORIENTED:

Commented [FDE5]: I can't find a relevant link other than <http://services.it.umich.edu/lsa-research-support> but I'm not sure how it would relate to our Faculty? Do we delete?

- How to guard against image fraud: Rossner M, Yamada K “What’s in a picture? The temptation of image manipulation” J Cell Biol, 166:11-5, 2004
- Neill US “How to write a scientific masterpiece” J Clin Invest 2007; 117:3599-3602
- Article on authorship and order
<http://www.nature.com/nature/journal/v387/n6636/full/387831a0.html>
- The History and Meaning of the Journal Impact Factor Eugene Garfield, PhD JAMA. 2006;295:90-93.

GRANT WRITING:

CIHR- Advice on Applying for a Grant, Writing Papers, Setting up a Research Team and Managing Your Time <http://www.cihr-irsc.gc.ca/e/27491.html>

NIH New Investigator Series

<http://www.niaid.nih.gov/researchfunding/grant/pages/newpiportal.aspx>

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OTHER RESOURCES:

Commented [FDE7]: The only information I can find regarding New Investigators is at this link: <https://www.niaid.nih.gov/grants-contracts/new-investigators> Is this relevant or helpful?

MCGILL:

Sponsored research, for instructions from the Associate VP see:

<http://www.mcgill.ca/secretariat/policies/research>

McGill Administrative Handbook: <http://www.mcgill.ca/adminhandbook/>

Research and Innovation portal: <http://www.mcgill.ca/research/>

International research: for information about procedures and support from McGill see:
<http://www.mcgill.ca/research/international/international-partners>

FUNDING – EXPAND YOUR HORIZONS – INFORMATION FROM OTHER UNIVERSITIES:

<http://www.nrc-cnrc.gc.ca/eng/ibp/index.html>

Compiled by the University of Toronto, this database provides information on over 700 funding programs, searchable by program deadline and broad subject area. <http://link.library.utoronto.ca/rir/>

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Commented [SRBD9]: And for this you need a UoT login

FUNDING DATABASES

COMMUNITY OF SCIENCE FUNDING OPPORTUNITIES DATABASE

Through the McGill Library, faculty members have access to the Community of Science (COS) Funding Opportunities database:

<http://search.proquest.com/fundingops?accountid=12339>.

Please note the database is only accessible on campus.

GRANTS.GOV

[Grants.gov](http://www.grants.gov) is a rich and diverse source of US grant opportunities, offering a postings listserv and a [database](#) searchable by categories and agencies. Once you have identified a possible grant, [confirm that you are eligible](#) as an applicant from a foreign institution.

Please note that applications must be submitted by your Authorized Organization Representative (AOR) via Grants.gov. Any reference to “applicant” implies the Office of Sponsored Research AOR.

PROPOSAL CENTRAL

[Proposal Central](#) is an e-grantmaking website shared by various government, non-profit, and private grant-making organizations. The service acts as a centralized funding database, grant submission, and reviewer portal for many U.S. based life-science and biomedical research sponsors. Researchers are reminded to check the regulatory criteria of each funding opportunity they are interested in to ensure they are eligible to apply as an applicant from a foreign institution.

GRADUATE STUDENT SUPERVISION

Supervision: <http://www.mcgill.ca/gps/staff/supervision/>