

ALES RESEARCH

TIP SHEET #5 – Mitacs Funding

February 2023



1. General tips

- Mitacs has a broad suite of programs. For details on all programs, please visit the [Mitacs website](#).
- The College of Natural and Applied Sciences at the UofA has an embedded Mitacs Business Development Advisor - Sherifat Buhari (sbuhari@mitacs.ca). Questions on Mitacs programs should be directed to Sherifat and she should review your application prior to submission through the Researcher Home Page.
- Partner funds should be sent directly to Mitacs by the partner organization. Mitacs charges GST/PST/HST on partner funds and must receive partner funds before sending funds to the UofA.
- It is not standard practice for the UofA to send partner funds to Mitacs as this creates a significant administrative burden for the institution. In rare instances, where partner funds are already under a funding agreement at the UofA, you will need to contact our ALES Research Partner, Terra Garneau (t.garneau@ualberta.ca), to determine if it is possible for the UofA to send funds to Mitacs.
- When submitting a new proposal request for a Mitacs application in your Researcher Home Page, please ensure the application is complete and signed by all parties and ensure you upload the budget as an **excel spreadsheet** (not pdf) only.

2. Accelerate/Elevate tips

- Accelerate projects commonly consist of 4-month Internship Units (IU) with a minimum of \$10,000 stipend and up to \$5,000 in research costs. However, the Accelerate program provides some flexibility on duration and funding of the IU so ensure you discuss your project with Sherifat.
- Recent graduates (MSc/PhDs) are also eligible for Mitacs Accelerate (up to 3 IU), if they are within 2 years of their graduation date. Contact Sherifat for details.
- Mitacs has a new [open project website](#) where companies interested in supporting research can submit their own proposals. Researchers can browse these proposals and contact Sherifat to initiate contact with these companies.
- For the Accelerate and Elevate programs, Mitacs and the UofA have an agreement on confidentiality and IP which can be found in the Mitacs [FAQ](#) under “who owns any IP generated during an internship”.
- Mitacs has a new Indigenous Pathways option for indigenous businesses or indigenous interns. Click [here](#) for details.

ALES Research Team:

For more information and resources check the ALES Research webpage (intranet):

<https://intranet.ales.ualberta.ca/research/>

3. Globalink Research Awards (GRA) tips

- Some Mitacs [Globalink Research Awards](#) (GRA) have a quota as they require a matching cash contribution from the UofA. To determine if the GRA you are interested in is part of the quota, please contact Terra Garneau.

4. Joint Alliance -Mitacs tips

- Mitacs has partnered with NSERC on a joint [Alliance-Mitacs program](#) to increase leveraging of partner funds and to streamline the application process for those applying to both programs.
- Available for Alliance option 1 only.
- NSERC application must include some HQP salary. NSERC does not allow 100% of HQP salaries to be paid through Mitacs on this joint program.
- Researchers should contact both Sherifat and Terra if interested in combining an Alliance grant with a Mitacs Accelerate grant. Please refer to the UofA application process below.

UofA Application Process

1. Contact Terra to discuss application development details and risk assessment approval process
2. Contact Sherifat to discuss project and obtain the Mitacs supplemental form
3. Complete NSERC application, Mitacs supplemental form and risk assessment questionnaire
4. Save Alliance application and Mitacs supplemental form as a single pdf document
5. Submit completed risk assessment questionnaire to Terra for internal review and approval
6. Submit a proposal request on your Researcher Home Page with attached document from step 4
7. The Faculty reviews the attached document and once approved, proposal request goes to RSO
8. RSO signs the Mitacs supplemental form and sends it to the PI but does not review the Alliance-Mitacs grant at this stage
9. PI sends signed supplemental form, intern(s) CV(s) and budget spreadsheet to Mitacs
10. Mitacs completes the Partner Organization form in the NSERC portal
11. Once the risk assessment questionnaire is approved by the UofA, Terra sends the signed questionnaire to PI and informs RSO
12. Applicant revises the Alliance application, combines the signed risk assessment form and signed Mitacs supplemental form, attaches the combined documents to the Alliance application and submits the final version of the Alliance application in the NSERC portal. Mitacs excel budget not required by NSERC and does not need to be attached to the Alliance application
13. RSO now reviews the Alliance-Mitacs application and returns it to the PI in the NSERC portal for final edits
14. Applicant submits the final application in the NSERC portal
15. RSO forwards the full application package on to NSERC. The PI must have uploaded the risk assessment form and the signed Mitacs supplemental form on the NSERC Portal prior to this step or the application will be rejected by NSERC
16. If the NSERC application is awarded, RSO will setup a separate project for the Mitacs funds

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