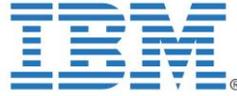




Ontario Centres of  
Excellence  
Where Next Happens



## SOSCIP TalentEdge Post-doctoral Fellowship Program

Thanks to \$4.25M in new funding from the Province of Ontario through the [IBM Innovation Incubator Project](#), SOSCIP, in partnership with Ontario Centres of Excellence (OCE) is pleased to announce a Call for Proposals for new industry-academic collaborative projects. Successful applications will be awarded salary support for one post-doctoral fellow to help lead the project. Projects within any of SOSCIP's focus areas are eligible for this support.

### **SOSCIP TalentEdge Post-doctoral Fellowship Program Guidelines**

- A. Program Overview
- B. How Funding Works
- C. Eligibility
- D. How to Apply
- E. Evaluation and Project Activation
- F. Reporting Requirements

## A. Program Overview

The program is designed to provide salary support to Ontario-based PhD graduates and post-doctoral fellows working on industry-driven research and development projects in the areas of advanced manufacturing, cybersecurity, digital media, mining and other SOSCIP focus areas as appropriate. The program is intended to provide PhD graduates with an experiential learning opportunity and hands-on industry experience.

### Timelines:

	Launch	Pre-review Deadline	Proposal Submission Deadline	Results conveyed	Project Start Date
<b>1<sup>st</sup> call for proposals</b>			Closed October 13, 2016; Results anticipated November 14, 2016		
<b>2<sup>nd</sup> Call for Proposals</b>	November 14, 2016	December 5, 2016	December 19, 2016, <b>5:00 pm</b>	January 30, 2017	Within 60 days of approval
<b>3<sup>rd</sup> Call for Proposals</b>	February 1, 2017	February 28, 2017	March 17, 2017, <b>5:00 pm</b>	April 15, 2017	Within 60 days of approval

## B. How Funding Works

- Fellowships can be 12 or 24 months in length. Each 12-month fellowship is equal to one unit (12-month fellowship = 1 fellowship unit)
- Fellowships can be based at a company or an academic institution
- Every approved project will receive \$57,500 per year for up to two years to provide salary support for highly-qualified post-doctoral fellows to enable collaboration between academic research teams and small- and medium-sized enterprises (SMEs) or large industry partners.
- Industry partners will be required to make a cash or in-kind contribution to the project valued at at least \$34,000 per year.
  - Institutional overhead is not an eligible expense for this OCE program.
  - All projects are responsible for a one-time \$5000 SOSCIP platform access fee, to be invoiced following execution of the Project Collaboration Agreement (PCA).

**Please note:**

- *Candidates may negotiate salaries above the amounts indicated above, but salary costs above \$57,500 per annum must be covered by the project collaborators (academic institution or company).*
- *Cash and in-kind contributions by the industry partner must be outlined within the Project Proposal and explicitly documented within the SOSCIP Project Collaborative Agreement (PCA).*

**Flow of Funds:**

OCE funds flow directly to the Applicant Organization, either the academic institution or the company depending on the location of the fellowship:

- Academic-based fellows: OCE funds will flow directly to the academic institution.
  - Fellow must have a post-doctoral fellow status at the academic institution for the duration of the fellowship. Includes post-doctoral fellows at research hospitals, where applicable.
  - At the time of an award, an invoice for the company cash contribution plus HST\* will be sent to the company.
  - Upon receipt of the company cash contribution, OCE will release a payment equal to the award amount minus holdback of 10%.
- Company-based fellows: OCE funds will flow directly to the company.
  - Fellow must have employee status at the company for the duration of the fellowship.
  - Upon approval of the application and receipt of banking information (EFT) of the company, OCE will release a payment equal to the value of the award minus holdback of 10%.
    - The holdback will be released upon project completion and receipt of the following:
      - Progress and final reports, proof of payroll for the fellow (must include the fellow's name, company/institution name, payment periods and amounts e.g., fellow pay stub, payroll print out, T4/T4A) and attestation from the financial officer/signing officer of the applicant organization regarding the use of funds.
  - Company-based fellows must have an academic supervisor at a [SOSCIP-member institution](#). Those projects without an academic principle investigator can access SOSCIP platforms using the [fee-for-service](#) model.
    - All projects are responsible for a one-time \$5000 SOSCIP platform access fee, to be invoiced following execution of the Project Collaboration Agreement (PCA).

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\* The Canada Revenue Agency requires OCE to collect HST on company contributions. Please note that HST is 100% may be recoverable by the company as an HST rebate. For more information about HST rebate, please visit Canada Revenue Agency website.

## C. Eligibility

- I. Fellow Eligibility
- II. Company Eligibility
- III. Project Eligibility
- IV. Eligible Expenses

### I. Fellow Eligibility

- Fellows must have received a doctoral degree (PhD) in any discipline completed within the last five years.
- May hold a maximum of two 12-month TalentEdge fellowships.
- Fellows must be eligible to work at the Applicant Organization.
  - For company-based fellowships, the fellow must be eligible to work in Ontario.
  - For academic-based fellowships, the fellow must have post-doctoral fellow status at the academic institution for the duration of the fellowship.
- Fellows may not apply with a company where there is any conflict of interest, including, but not limited to, a company where the fellow or relatives have any control as a major creditor or shareholder or as a member of any governing board.
- Fellows may not apply if, at the time of application submission, they are a current or past employee of the company (including consultants, contract position, part-time, etc.).
- Fellows do not have to be named at the time of application, but the required expertise of the fellow to be identified should be included.
- The postdoctoral fellow must provide a copy of their CV to [info@SOSCIP.org](mailto:info@SOSCIP.org) prior to initiation of the award.

### II. Company Eligibility

- Industry partner(s) must have an R&D presence and/or manufacturing facility in Ontario, and the operations in Ontario must be expected to commercialize the R&D results of the project.
- Company must use the results for the economic, environmental, or social benefit of Ontario.
- Projects must include at least one for-profit company with operations in Ontario that meets the required cash and/or in-kind contribution of \$34,000 per year of the fellowship.
- Preference will be given to projects with small-to-medium-sized enterprises (SMEs) as the industry partner, but large companies are also eligible.
- Partnerships where the company and the academic supervisor are in a conflict of interest (COI) are not eligible. Please speak to SOSCIP to address a potential COI prior to applying.
- The company must provide a Business Number (BN) issued by the Canada Revenue Agency (CRA). [More information on BN.](#)

### III. Project Eligibility

- Academic or industry-based investigators are eligible to submit proposals. Applicants from a university/college must have a faculty appointment within a [SOSCIP member institution](#).

- The Academic applicant must have an arms-length relationship with the industry partner as defined on [NSERC's website](#) (refer to the section Conflict of Interest Guidelines for Partner Organizations).
- All fellowships must be project-based with clearly defined activities, milestones and outcomes
- Projects must not exceed 24 months in length.
- Projects must include at least one investing industry partner.
- Industry partner(s) must have an R&D presence and/or manufacturing facility in Ontario, and the operations in Ontario must be expected to commercialize the R&D results of the project.
- R&D projects must take advantage of the unique research strengths of SOSCIP Consortium members and leverage the Consortium's [advanced computing infrastructure](#) (Blue Gene/Q, Cloud Analytics Platform, Agile (FPGA) Computing Platform, or Large Memory System environments).
- R&D projects should fall within one of the following SOSCIP focus areas: advanced manufacturing, agile computing, cities, cybersecurity, digital media, energy, health, mining or water, with a demonstrated immediate benefit to the industry leading to novel, processes, products, or services.
- Funding for only one post-doctoral fellow per project will be approved. If additional HQP support is required, please speak to your SOSCIP representative or contact [info@SOSCIP.org](mailto:info@SOSCIP.org)
- Project terms and conditions, including IP terms, will be governed by a SOSCIP Project Collaboration Agreement (PCA), which must be fully executed within 60 days of project approval in order to secure the post-doctoral funding.
  - Intellectual Property (IP) arising from the project will be managed by the project participants following SOSCIP IP principles and the IP policies of the collaborating academic institution(s).
- Participants must enter into an agreement with OCE and co-operate in providing project and outcome metrics on at least an annual basis.

#### IV. Eligible Expenses

Refer to the [Eligible Expenses](#) documents for details.

## D. How to Apply

The SOSCIP Consortium invites eligible applicants who are affiliated with [our member institutions](#) and their industry partners to submit expressions of interest for the development of collaborative research projects that can benefit from a fully-funded post-doctoral fellow to help lead the project.

- The Applicant Organization is either an academic institution or the company, and is based on the primary location of the fellowship and how funding will be administered.
- For academic-based fellowships, where the fellow will spend a majority of their time at the university, the academic institution and academic supervisor is the Applicant Organization.
- For company-based fellowships, where the fellow will spend a majority of their time at a

company, the company and project lead is the Applicant. Company-based fellowships require a partnership with an Academic researcher at one of SOSCIPs member institutions.

Application process:

1. Draft Proposal stage - Recommended

It is recommended that academic applicants and their industry partner(s) complete the application template to the best of their ability and submit a draft to [info@soscip.org](mailto:info@soscip.org). Proposals submitted to SOSCIP by **February 28<sup>th</sup>, 2017** will receive feedback from SOSCIP operations and business development teams, including colleagues from IBM and OCE, to strengthen their application. Applicants are encouraged to contact us with a draft proposal soon as possible.

2. Formal submission

The deadline for formal submission of the full SOSCIP-TalentEdge Post-doctoral Fellowship Program is **March 17<sup>th</sup> at 5 pm**. Proposal documents should be submitted by email to [info@soscip.org](mailto:info@soscip.org).

## E. Evaluation and Project Activation

### Evaluation

Applicants are encouraged to complete the application template as well and clearly as possible. Please ensure that the problem to be addressed is outlined in a way that it can be understood by a reviewer who may not be an expert in the field. It is important that the necessity of both the postdoctoral fellow and SOSCIP's technology platforms for project success are clearly articulated. Draft applications will be reviewed by SOSCIP operations and business development teams, including colleagues from IBM and OCE, if submitted by the pre-review deadline indicated above. Completed applications will be evaluated by the SOSCIP [Scientific Advisory Committee](#) following the proposal submission deadline.

Preference will be given to proposals that:

- Provide a valuable training opportunity for a post-doctoral fellow.
- Demonstrate close industry-academic R&D collaboration, economic benefit to Ontario and are very likely to be commercialized/implemented.
- Anticipate tangible deliverables in the form of new technologies, new processes, significant skills transfer, job creation, or other downstream benefits to society.

### Project Activation

- Successful applicants must execute a SOSCIP PCA and an OCE Funding Agreement within 60 days of notification of award. Project specific PCAs and Funding Agreements will be generated by SOSCIP and OCE and sent to successful applicants upon project approval only.
- For company-based applicants, banking information of the organization must be sent to OCE within 30 days of award notification.
- The postdoctoral fellow who will be active on the project must be identified (if submitted as TBD) or confirmed (if submitted with a named postdoc) within 60 days of project approval.

- Fellowships should start within 90 days of project approval. The postdoctoral fellow must provide a copy of their CV to [info@SOSCIP.org](mailto:info@SOSCIP.org) prior to initiation of the award.

## F. Reporting requirements

### **Interim Progress and Claims Reports:**

Interim progress reports, proof of expenditures and a financial attestation will be required. The Applicant will receive a notification and link to OCE's AccessOCE online system to develop and submit the report. The reports must be approved by OCE for release of funding.

Note: Applicant MUST retain all proof of purchases, receipts, and other relevant documentation relating to [eligible expenses](#).

Project participants, including the postdoctoral fellow, will be invited to present their project progress to the SOSCIP Scientific Advisory Committee at 6, 12, and 24 months following project initiation. This 10-15 minute presentation is meant as a collaborative discussion and provides an opportunity to gain feedback on project outcomes and assistance on any technical challenges.

### **Final Reports:**

- A final report that includes metrics, progress, proof of expenditures, and a financial attestation will be required at the end of the project. Forty-five days prior to the scheduled completion date, the Applicant will receive a notification of the project end date from AccessOCE, with a link to the Final Project Report should the Applicant or Client wish to begin entering data. If an extension is required, it must be requested from the applicant's AccessOCE account. If you have any questions please contact [project-administration@oce.zendesk.com](mailto:project-administration@oce.zendesk.com).
- On the scheduled project completion date, the Applicant will receive notification and a link to complete a Final Project Report (including progress, financials and metrics) from AccessOCE. Both the Applicant reports must be received and approved by OCE within 30 days of project completion.
- All required final reports by all partners must be submitted within 30 days of project completion in order for reimbursement, and to maintain good financial standing with OCE.

### **Retrospective Project Reports**

Applicants will be required to complete a brief retrospective survey on an annual basis for three years from the end date of the project. The retrospective survey is mandatory for OCE to fulfil its contract with the Ministry. Required reports from all partners must be submitted in order to maintain good financial standing with OCE.

For project related inquiries, including assistance with potential applications, please contact: Jennifer MacLean, SOSCIP Operations Manager, [info@soscip.org](mailto:info@soscip.org)

*SOSCIP is funded by the Federal Economic Development Agency of Southern Ontario, the Province of Ontario, IBM Canada Ltd., Ontario Centres of Excellence, Mitacs and 15 Ontario academic member institutions. [www.soscip.org](http://www.soscip.org)*