

PNSERC Application

UnivRS Submission Step-by-Step Instructions

1. Go to: <https://univrsapp.usask.ca/converis/secure/client/login>
2. Login with your NSID and password.
3. Click on **+ Add new** (top right) > **Project** > **Project Application**.
4. Click on **Internally Funded**.
5. Complete all fields marked with a * (**red asterisk**). Other fields are optional.
6. Add **President's NSERC Fund (PNSERC)** as the **Agency program**. The **Agency** is the **Office of the Vice-President Research**.
7. Add your College Research Facilitator or a grant editor to **Pre-Award Support**.
8. Under the **Documents** menu tab, upload your application documents under **Final Project Documents** (Full NSERC DG Application PDF from the NSERC Portal, CCV and PNSERC Application Form). See details below under **Documents to be uploaded**
9. When all * are filled, click **Save and Update Status**.
10. Select **Submitted for Approval** and click **Done**.
11. The application will go to your Dept. Head's and VDR/ADR's inbox for approval and then to the Research Acceleration and Strategic Initiatives (RASI).

Documents to be uploaded:

Applicants must submit a **single PDF document** which includes copies in the following order:

For applicants who have submitted their Discovery Grant previously:

1. PNSERC Application Form
2. Canadian Common CV
3. Full Discovery Grant Application
4. NSERC Message to the Applicant
5. Comments from your external reviewers

For applicants who have NOT applied to Discovery Grant previously

1. PNSERC Application Form
2. Canadian Common CV