



UNIVERSITY OF
SASKATCHEWAN

CFI ADVISORY COMMITTEE – TERMS OF REFERENCE

[Revised January 2018]

Membership

- Associate Vice-President Research or designate (Chair)
- Vice-President Finance and Administration or designate
- Representatives from the Deans or Associate/Assistant Deans of Colleges such that Colleges submitting a significant number of CFI applications are represented (Agriculture and Bioresource, Engineering, Medicine, Western College of Veterinary Medicine, Arts & Science)
- Representative from the Canadian Light Source
- Representative from the Research, Scholarly and Artistic Work Committee of Council
- Representative from the Planning and Priorities Committee of Council

Resource Personnel

Small-scale CFI and Infrastructure Operating Fund

- Director, Research Services and Assistant Vice-President Research
- Lead CFI Specialist, Research Services & Ethics Office
- Grants Specialists, CFI Post-Award, Research Services & Ethics Office

Large-scale CFI

- Director, Strategic Research Initiatives
- Senior Programs Specialist, Strategic Research Initiatives
- Programs Specialist, Strategic Research Initiatives
- Financial Development Specialist, Strategic Research Initiatives

Review of Terms of Reference

- The Terms of Reference will be reviewed at the first CFI Advisory Committee meeting of the academic year or as needed.

Mandate

1. Review and recommend to the Vice-President Research a list of University priority projects for CFI (Canada Foundation for Innovation) competitions.
 - a. **John R. Evans Leaders Fund (formerly Leaders Opportunity Fund)**
The Committee will review Draft Applications and provide recommendations to the Vice-President Research. The review will include the following criteria: quality of research with focus on innovation; infrastructure budget including feasibility and space requirements; quality and career-stage of the faculty member(s); alignment/fit with UofS and College Strategic Research Plans; and availability of matching funds. The Committee will provide recommendations to the Vice-President Research on which projects should proceed to final application

development and, based on recommendations from the CFI Working Committee, eventual submission to CFI under the institution's JELF funding envelope.

- b. Other CFI Funding Opportunities (National and Multi-institutional)
The Committee will review proposals and provide recommendations to the Vice-President Research.
2. Advise on the management of the University's CFI Infrastructure Operating Fund:
 - a. To approve the process and criteria by which eligible CFI projects will be considered for funding from the Infrastructure Operating Fund. Consideration will include the strategic needs of the University, alternative funding sources available to the CFI projects, and eligibility of expenses.
 - b. Based on these criteria, to recommend to the Vice-President Research allocations from the IOF fund for eligible CFI projects.
 3. Establish appropriate procedures and protocols for all CFI applications, including national and multi-institutional.

Meeting Schedule

- 3-6 meetings per year.

Note: While the CFI Advisory Committee provides advice to the VP Research on suitability of projects for submission to CFI by the university, the CFI Working Committee is tasked with detailed review of proposals, in order to ensure submissions are of the highest quality, and meet CFI standards for scientific merit and presentation. Refer to the Terms of Reference for the CFI Working Committee.