



University of Alberta
Research Services
1-560 Enterprise Square
10230 Jasper Avenue
Edmonton, AB, T5J 4P6
Return signed form to
requester

NSERC Research Tools and Instruments (RTI) – Confirmation of co-applicants from other institutions

UofAB Nominate Principle Investigator (PI): _____

Project Title: _____

External co-applicant: _____

External Institute: _____

Is your organization an academic institution? Yes no

External institution approval:

The signature of the Research Office individual below represents your institution's confirmation that:

- The above-named co-applicant(s) meet(s) the NSERC eligibility criteria for faculty
- The above-named co-applicant(s) currently hold(s) at least one of the NSERC research grants required to participate in an RTI application
- The above-named co-applicant(s) is/are not participating in any other RTI applications either as an applicant or co-applicant

Name and position title of authorized institutional _____

Signature _____

Date: _____

Instructions for completing the form (this page should not be sent to the external institution)

Before RSO can submit your application to NSERC on the Research Portal, NSERC requires us to:

-Confirm that applicants and co-applicants meet the eligibility requirements for the relevant funding opportunity

-Obtain written approval from any other institutions involved in the application process.

For each external institution with co-applicant(s) involved in your RTI application you must:

- 1) Completed a form (UofA PI, application title)
- 2) Add all co-applicants from that institution on the form. Only 1 form required per institution.
- 3) Add the name of the external institution
- 4) Send the form to the external institution for their signature. Please note that the forms cannot be signed by your co-applicant(s), they must be signed by an institutional representative from the external institution. Your co-applicants will know who to contact as they most likely have their own internal approval processes to comply with.
- 5) Once you receive the signed form(s) back from the external institutions, include the form(s) with your RTI application as a single PDF in your Researcher Home Page proposal request. Your proposal request must be received at RSO by October 19th to comply with our 5 business day internal deadline. Please check with your Department and Faculty for their additional internal deadlines.

Please contact your Research Facilitator if you have questions about the above process.