**NSERC Applications** – Confirmation of co-applicants from other institutions

UofAB Nominated Principal Investigator (PI):

Project Title:

NSERC Program:

External co-applicant(s):

External institution:

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 institution will abide by the roles and responsibilities as set out in the  [Agreement on the Administration of Agency Grants and Awards by Research Institutions](http://www.science.gc.ca/default.asp?lang=En&n=56B87BE5-1) with the three federal granting agencies, including the  [Tri-Agency Framework: Responsible Conduct of Research](http://www.rcr.ethics.gc.ca/eng/policy-politique/framework-cadre/);
* the co-applicant(s) have met, or will meet, the eligibility requirements

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, 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 application you must:**

1. Completed a form (UofA PI, application title, NSERC Program)
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 NSERC application as a single PDF in your Researcher Home Page proposal request. Your proposal request must be received at RSO 5 business days before the sponsor to meet our 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.