

# College and Community Social Innovation Fund (CCSIF) Call for Proposals

*Note: The official launch of the 2025 NSERC CCSIF program is expected to occur in mid-to-late November 2024. The information in this document is based on last year's CCSIF program and is subject to change.*

## 1. Call for Proposals

### Program Overview

The College and Community Social Innovation Fund (CCSIF) is managed by the Natural Sciences and Engineering Research Council of Canada (NSERC), in collaboration with the Social Sciences Humanities Research Council of Canada (SSHRC) and the Canadian Institutes of Health Research (CIHR). CCSIF proposals can be multidisciplinary and may fall under the research domains of the social sciences and humanities, natural sciences and engineering, and/or health sciences.

CCSIF has a purpose of **addressing research challenges in community innovation** in areas such as the integration of vulnerable populations, community development, education and training, climate change, environmental degradation, as well as health and well-being.

CCSIF Projects are:

- Led by a college researcher and a team of researchers
- Include one or more external partners
- Include a student training component
- 1 to 3 years in duration
- Funded up to \$120,000/year

The CCSIF funding competition is held annually. Because the CCSIF program does not require cash contributions from the community partners, the program is highly sought after and highly competitive. Each college may only submit up to five CCSIF project proposals. **Fleming's Office of Applied Research and Innovation (OARI) is responsible for the submission of the proposals and will hold an internal competition to determine which five proposals will be submitted** (more details on the internal competition are below).

For full CCSIF information, please visit the [NSERC CCSIF website](#).

### Fleming College CCSIF Timeline

Fleming Internal Competition Opens	Friday, September 13, 2024
Expression of Interest (EOI) Deadline	Friday, October 25, 2024 at 8:00 pm
Internal Competition Decision Announced	Friday, November 1, 2024
Proposal Planning Meetings with OARI	November 6 to November 13, 2024
All Proposal Documents Due to OARI	Friday, February 14, 2025
OARI Submits Proposals to NSERC	Friday, February 28, 2025

## Examples of CCSIF Projects

Community innovation applied research refers to the development of new ideas or the use of existing ideas to find solutions to community challenges, while working with external partners. Community innovation involves an initiative, product, process or program that creates positive social and/or health outcomes for societies. It can result in more effective, fair and durable solutions to complex social problems. It aims to produce benefits for the community, not just for some individuals. It increases the ability of communities to act collectively and promotes solutions to accelerate technological and other forms of innovation.

As examples, previously funded CCSIF projects include:

- Emerging technologies: Exploring the health and well-being benefits of using VR with adults living in long-term care communities
- Mental wellness and recovery in the workplace: Challenging leadership to redefine organizational culture
- Agricultural approaches to Indigenous food sovereignty
- Seniors anti-bullying implementation and evaluation project
- Developing a digital archives toolkit: A pilot project with the Muskeg Lake Cree Nation
- Diversity, policing and learning: Meeting community needs for inclusive policing practices

## 2. Internal Competition

### Expression of Interest (EOI)

The first step for those interested in the CCSIF program is the submission of a EOI to the OARI. **The submission of a EOI is mandatory.** OARI will use the EOIs to determine which five projects will move into the full proposal and submission stage. An additional “back up” EOI may be selected to move forward in case one of the five chosen proposals does not come together.

The EOI form is available on the [OARI department website](#). EOI forms are **due October 25 at 8 pm**; those submitted after the due date will not be accepted. EOIs received without Dean/Chair approval by the submission deadline will be considered incomplete and will not be reviewed. The OARI is not responsible for collecting signatures on your EOI.

The OARI CCSIF review committee will review, score, and rank all EOIs and make recommendations as to which projects should move forward. The final decision will rest with the Executive Vice President, Applied Research and Innovation. Applicants will be notified of the decision by end of day Friday, November 1, 2024.

It is expected that successful EOIs will demonstrate the following (based on NSERC’s CCSIF selection criteria), which will be scored by the CCSIF review committee:

1. **Potential for innovation impact:** the project should foster innovation that addresses the needs of the identified community organization/partner and bring societal benefits at the local, regional, or national level. The project should have the potential to apply knowledge in an innovative manner and/or lead to the development of new knowledge.
2. **Students:** the project should provide students with quality training and/or mentoring.
3. **Research Experience:** the research team should have expertise to complete the project successfully.

**The completed EOI must be submitted by email to Laura Coles ([laura.coles@flemingcollege.ca](mailto:laura.coles@flemingcollege.ca)) with the subject line “CCSIF EOI” before the deadline.** Confirmation of receipt will be provided within one business day.

### **Participant Eligibility**

The CCSIF program is open to all Fleming College faculty (full- or part-time). Members of the research team listed as “co-applicants” on the EOI may include other Fleming employees directly involved with the project.

**The CCSIF Internal Competition EOI is to be submitted by the Project Lead, or the “applicant”.** An individual may be listed as a Project Lead on only one EOI; however, they may be included as a team member on others.

### **3. External Partners**

#### **Eligibility of External Partners**

**All projects require an external partner.** Partner organization(s) may be Canadian organizations from the public, private and/or not-for-profit sectors and they must be at arms-length to the college. Partner organization(s) are expected to participate actively in the project and contribute in a meaningful way to its success. They must provide in-kind contributions to support activities directly related to the project; there is no requirement to contribute cash.

#### **External Partner Contributions to the Proposal Submission**

External partners must contribute to the proposal preparation process, or the proposal cannot be submitted. A signed letter of support from each partner organization is required. An authorized contact person for each partner organization must be delegated and that person is expected to create an account on the NSERC portal and complete the online organization profile section and upload their signed letter of support.

#### **External Partners as Research Participants**

Key individuals from partner organizations who will contribute to the overall intellectual direction of the research project can be part of the research team as “collaborators” and must bring their organization’s resources to the project (i.e. they are not paid from the grant). They are required to provide a CV for the proposal.

A salary research allowance can be requested for a Canadian not-for-profit organization that has an employee listed as a collaborator on the application. Salary research allowances are a contribution from the college to a not-for-profit organization to help compensate for the time an employee will spend participating in a CCSIF-funded research project. More information about this feature will be provided to the research teams that are moving forward with their CCSIF proposals.

### **4. The Full Proposal**

More information about the full proposal requirements and timelines will be shared with the research teams that are invited to move forward with the CCSIF submission process after the EOI internal competition. The NSERC website has two pages that outline the requirements for the proposals ([CCSIF Details](#) and [CCSIF Instructions](#)).

Below is a summary of the parts required for a full proposal:

- Completed NSERC portal accounts for all Fleming College researchers, including CV information.
- CVs for all external researchers and collaborators.
- Written proposal (10 pages) that addresses all the selection criteria, including a literature review and literature references.
- Budget documents.
- Completed NSERC portal accounts for all partner organizations and uploaded letters of support.
- Additional letters of support if your project involves Indigenous peoples or communities.

The OARI staff will support all research teams putting together the CCSIF proposals. Below is a brief outline of the roles and responsibilities of the researchers and OARI:

Researchers	OARI
<ul style="list-style-type: none"> <li>• Create and develop the project idea. Form the research team.</li> <li>• Communicate with community partners, secure agreements (letter of support, contributions, project involvement).</li> <li>• Develop project design, timeline, basic budget needs.</li> <li>• Write proposal and literature review.</li> <li>• Ensure that everyone in the research team completes and uploads an NSERC CV.</li> <li>• Submit to OARI in time for finalization and submission.</li> </ul>	<ul style="list-style-type: none"> <li>• Hold a planning meeting with the research team to discuss the proposal in finer details.</li> <li>• Provide researchers with tools and templates. Co-write the letters of the support with the research team.</li> <li>• Co-develop the budget with the researchers. Get budget approval from Finance department.</li> <li>• Review all documentation, forms, budget. Help with formatting and editing.</li> <li>• Finalize all documentation and forms. Secure necessary approvals for submission.</li> <li>• Enter all proposal information into the NSERC portal. Submit the proposal.</li> </ul>

## 5. Proposal Planning Meetings

After the results of the internal competition are announced, the OARI team will set up a Proposal Planning Meeting with each research team that is moving into the full application and submission phase. At that meeting, OARI will provide the teams with more information, details, timelines, templates, resources, and tips and tricks for successfully putting together a CCSIF proposal.

## 6. More Information

Please contact Laura Coles, Research Support Specialist (OARI) for more information.