Terms and Conditions

Note: For the purposes of these Terms and Conditions, “Agencies” refers to the three following agencies:

- the Natural Sciences and Engineering Research Council (NSERC);
- the Social Sciences and Humanities Research Council (SSHRC); and
- the Canadian Institutes of Health Research (CIHR).

CBRF-BRIF Terms and Conditions

Before assuming your role as a Partner – Other research in the integrated Canada Biomedical Research Fund and Biosciences Research Infrastructure Fund (CBRF-BRIF) Stage 2 competition, and before you contribute content to an application or access application materials on behalf of your organization, you must read and agree to the following terms and conditions:

- if your organization is eligible to receive and administer agency funds, it will abide by the roles and responsibilities set out in the Tri-Agency Guide on Financial Administration (TAGFA),
- if your organization is eligible to receive and administer CFI funds, it will abide by the Canada Foundation for Innovation (CFI) Policy and program guide, in effect at the time
- your organization agrees to participate in the application and will provide the committed resources, as applicable;
- you will not use or disclose any information that you obtain or view during or after application development for any purposes other than your participation in the Agencies’ programs;
- you understand that the Agencies reserve the right, at their sole discretion, to terminate or restrict your access to the Convergence Portal at any time, without notice; where applicable, the transfer of funds to an affiliated organization(s) will take place only if a formal and valid affiliated organization agreement is in place for the current fiscal year (see Transfer of funds section of the TAGFA);
- the administering institution, alone or as a member of a group (the majority of which are eligible institutions), will exercise de facto control over and where appropriate,
hold a majority interest in the research infrastructure over its useful life and for a minimum period of five years from the date of acquisition and installation; and

• as the authorized representative of your organization, you also confirm that, should funds be granted, your organization acknowledges and accepts that the Tri-agency Institutional Programs Secretariat (TIPS) reserves the right to defer or cancel a grant instalment at any point if there is a determination by the Government of Canada of unacceptable national security risk related to the research, the grant recipient or co-recipient(s) and/or partner organization(s).

Sharing of information:

• you consent to the sharing of any and all information, including personal information, in any way related to the application and to the grant with Government of Canada departments and agencies, for the purpose of assessing risks to Canada’s national security in agreement with the National Security Guidelines for Research Partnerships.
• you consent that for the purposes of administering the review process and managing the BRIF awards, application data submitted in Convergence will be transferred and hosted on the CFI’s Awards Management System (CAMS) system.
• as necessary for administering the review process and managing BRIF awards, you consent to TIPS sharing any and all information, including personal information, with the CFI and its provincial funding partners, and with the governance of the program and of the Biomanufacturing and Life Sciences Strategy of Canada. The uses and disclosures of such information are governed by a data-sharing agreement.

By clicking on “Submit”, you confirm that you are in full acceptance of these Terms and Conditions, and that this electronic acceptance is equivalent to your handwritten signature. You recognize and accept that this agreement applies in full to all applications, documents, and communications you may submit, view or obtain electronically or otherwise relating to the Convergence Portal and the operations of the Agencies and the CFI.

CBRF Privacy Notice

TIPS, which is housed within SSHRC, is responsible for the administration of the CBRF. TIPS is strongly committed to protecting all personal information collected and used to carry out and manage its activities.
As authorized representative of your organization, you are also confirming you understand that:

1. To facilitate opportunities for potential collaboration or multi-institutional initiatives, SSHRC may publish on its website the content of submitted notices of intent, including the proposal title, administering organization, summary of the proposal, fields of research and keywords.

2. All personal information provided to the agencies is used, disclosed and safeguarded in accordance with the Privacy Act and relevant Treasury Board policies (personal information is collected pursuant to the Social Sciences and Humanities Research Council Act, as applicable).

3. Applications are provided to scientific and strategic reviewers to assess the merit, and to provide recommendations.

4. Applications may be shared with other government organizations or public research funding bodies if that organization has signed a memorandum of understanding with SSHRC.

5. Information related to applications and awards will be shared with authorized officials at the recipient institution.

6. SSHRC may disseminate grant recipient, participants and partner names, and summaries of successful research applications for publicity purposes, or in response to an access to information request, without consent.

7. SSHRC will use personal information for the uses and consistent uses outlined on Info Source.

8. SSHRC will obtain consent prior to using or disclosing personal information in a manner not outlined above or on Info Source.

9. SSHRC uses personal information to identify prospective committee members and expert reviewers for applications.

10. Personal information is used by the agencies for program planning, evaluation, reviews, audits, and statistics generation.

11. Failure to provide personal information will result in an application being declared ineligible.

Please also see the relevant agency’s Personal Information Bank PPU 016 described in SSHRC’s Info Source.

If you believe your personal information has been mishandled or have concerns about agency privacy practices, you have the right to file a complaint with the Office of the Privacy Commissioner. For more information about your rights under the Privacy Act, about our privacy practices or to access or correct your personal information, please contact SSHRC’s (and TIPS’) ATIP Coordinator.
**BRIF Privacy Notice**

CFI is subject to the [Privacy Act](#). All personal information created, held, or collected by the CFI, including information collected in the context of this joint funding opportunity, is protected under the federal [Privacy Act](#) and will be managed in accordance. All personal information will be safeguarded, used and disclosed in accordance with the [Privacy Act](#) and other related laws and policies to which the CFI is subject.

As authorized representative of your organization, you are also confirming you understand that:

1. The information provided may be used to populate an application in the CFI Awards Management System (CAMS) as necessary to conduct and manage the fund and related activities.
2. The personal information provided to us as part of this funding opportunity is used primarily to review proposals and to administer and monitor awards.
3. The CFI routinely shares information related to proposals and awards with relevant officials in the applicant institution(s).
4. As part of the review process, proposals are shared in confidence with individual reviewers and with the CFI’s review committees who are recruited from the academic, private and public sectors.
5. Proposals and related documentation submitted for support offered by the CFI jointly with another provincial or federal government organization(s) may be disclosed to appropriate officials in the other organization(s). The uses and disclosures of such information will typically be set out in the relevant program literature and governed by a data-sharing agreement.
6. The CFI uses personal information in its files and databases to identify prospective committee members and reviewers for specific proposals. Reviewers are then recruited on a voluntary, consent basis.
7. The CFI routinely publishes and disseminates certain details about successful proposals, including the names and affiliations of leading researchers. Before disclosing more detailed personal information for publicity purposes, we will seek the consent of affected researchers.
8. Files and databases containing personal information may also be used by the CFI for program planning, evaluation and reviews, audits, and for generating statistics for these activities. Generally, the information is used to produce aggregate data only.

For more information about the [Privacy Act](#), your rights under the [Privacy Act](#), about our privacy practices or to access or correct your personal information, or to submit a request
please contact the CFI’s ATIP office by emailing atip-airrp@innovation.ca. If you believe your personal information has been mishandled or have concerns about privacy practices, you have the right to file a complaint to the Privacy Commissioner of Canada.