

Ontario
Agri-Food
Innovation
Alliance

Tier 1 Research Program Proposal Development Workshop

September 30, 2024

Agenda

Overview of the Tier 1 Program

Proposal development tips from Research Program Directors (RPDs)

- **Kate Parizeau** - RPD for Policy and Economy
- **Trevor DeVries** - RPD for Animals

Developing an effective KTT Plan

- **Stacy Favrin** - Senior Manager – OMAFA-UofG Research Programs

Discussion and questions

Walkthrough of the online application template

- **Erica Cushnie** – Manager, Research Programs

Tier 1 Research Program - Overview

- Project operating funding and subsidized access to [Research Centre](#) resources (89%)
- Single stage call (Full Proposals only)
- Submission in the Research Management System (RMS)
- **Intent process:** 'General' and 'Peer Review' tabs completed in advance of deadline (to allow for peer review and panel review planning) – *there is no intent submission button*

Process	Date
Call for Full Proposals	August 15, 2024
Intent fields to be complete	October 10, 2024
Full Proposals due	Tuesday, November 5 at 1:00 pm
Award notification	Anticipated March 2025
Project start date	On or after May 1, 2025

Project Duration: Up to 3 years **Maximum Funding Request:** \$240,000 total

Other Alliance Programs

Tier 2 Research Program

- Subsidized access to Research Centre resources (85% subsidy)
- Continuous intake – apply any time

KTT - Initiatives Program

- \$5,000 grants to support knowledge mobilization
- Continuous intake – apply any time

Knowledge Translation and Transfer (KTT) Program

- Mobilization and Research streams
- 2024/25 Call for Proposals - timing TBD

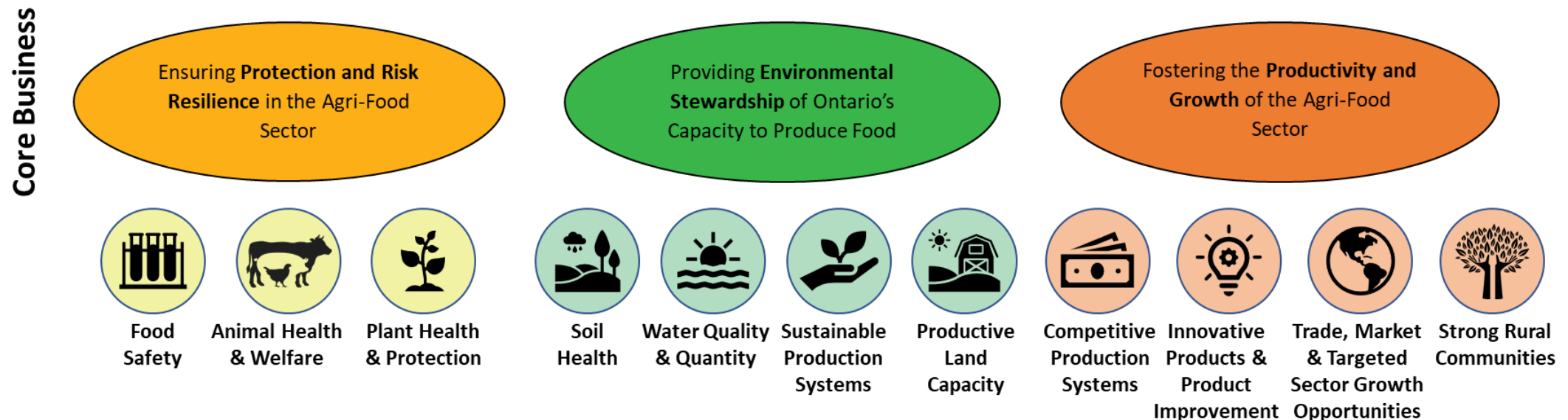
OMAFRA Research Priorities

OMAFRA's 11 research priorities align within the Ministry's three core business areas

Research priorities have focus areas and **specific research questions** to be addressed in Tier 1 proposals

Priorities document is accessible on the [priorities webpage](#) and in RMS

Read the full document as location of some research questions not intuitive



Dr. Kate Parizeau

Professor

Department of Geography, Environment & Geomatics
College of Social and Applied Human Sciences

RPD for Economy and Policy

Recommendations for Tier 1 grant applications (Policy and Economy theme)

- Know your audience:
 - OMAFRA priorities are central to this funding call
 - The Policy and Economy theme is policy focused
 - We have expert and generalist file reviewers
- Consider the adjudication process:
 - This is a competition involving rankings and peer review
- All sections of the application are important:
 - HQP, KTT, Budget, Letters of support
- Resources:
 - Alliance staff; OMAFA Research Priority Area contacts
 - RPDs (kate.parizeau@uoguelph.ca)
 - Tier 1 Program Guide; KTT Resources and Services

Dr. Trevor DeVries

Professor
Department of Animal Biosciences
Ontario Agricultural College

RPD for Animals

Overview of primary review criteria

- Fit with priorities. Projects must demonstrate how the project addresses a specific research question;
- Strength of the project lead(s) and research team;
- Benefits to client groups and contribution to Ontario's agri-food sector and rural communities. End users should be engaged early on wherever possible;
- Quality and clarity of the experimental design;
- Deliverables that are clear, tangible, measurable and achievable;
- Strength of the Knowledge Translation and Transfer (KTT) plan;
- Value for money; and
- Evidence of involvement of relevant partners through leverage and partnerships.

Fit with priorities. Projects must demonstrate how the project addresses a specific research question;

- The SPECIFIC research question is important
- Projects that do not clearly address a specific question in the OMAFA document will not be considered for funding.
- Select the most appropriate research question and clearly state in the proposal
 - Which question you are addressing,
 - Include the number of the question,
 - How the research will address the question
- Select the correct Research Priority and Research Focus Area based on the research question
- The project can touch on more than one priority, but you can only identify a single question on the proposal fields

Strength of the project lead(s) and research team

- Include team members who provide complementary skills, knowledge, experience for your project objectives, outcomes, and deliverables
 - Please be sure to clearly specify their role in the project
- HQP training is very important
 - Training graduate students is particularly important and makes for a strong proposal
 - Also include postdoc and undergraduate students under HQP
 - Be clear, for each HQP, what their role is in the project (and what objective they are contributing to). Don't just list all your students.

Benefits to client groups and contribution to Ontario's agri-food sector. End users should be engaged early on wherever possible

- Clearly delineate what the potential benefits of the project may be
 - Focus on benefits to Ontario's agri-food sector, can also be wider than that, but must have impact for Ontario
 - Use numbers where you can to show impact/benefit

Quality and clarity of the experimental design

- Proposals are evaluated by:
 - Scientific reviewers (experts in an area)
 - Panel consisting of three broad groups (including researchers) – need everyone to follow/understand
- Study design
 - Fits the research question
 - Proper control or comparison group
 - Realistic
- Sample size estimation/power analyses
 - Important, easy to do, linked with objective, study design
 - Basis for budget
 - **Frequently missing and can result in a lower score!**
- Statistical analysis
 - Exact level of details – varies, depending on the objectives

At least basic information should be presented to show how you will address your objective

Deliverables that are clear, tangible, measurable and achievable;

- Not a reiteration of your objectives and/or hypotheses
 - Should flow from those (be linked to them)
- Should be focused on those things (deliverables) that the research will generate
- Can include also other items generated through the research process (e.g. training, publications, etc)

Strength of the Knowledge Translation and Transfer (KTT) plan

- How will you communicate your research findings to the various end users?
- Consider all potential end users
- Consider a wide variety of KTT approaches

Value for money

- Budgets should be reasonable, but adequate, including matching funds
- Costs are going up...but need to be careful to properly describe/justify those costs
 - Use the full space for rationale of budget items – committee needs to understand how costs break down
 - Break down to per unit cost for as many things as possible

Evidence of involvement of relevant partners through leverage and partnerships.

- Very important to demonstrate leverage and/or partnerships with relevant partners
- Minimum should include letter(s) of support
 - Where matching funding is also being provided (ideal), ensure those numbers are in the letters
- Proposals for animals generally need matching funds (1:1 is ideal) to show that the industry is supportive of the project
 - Amount of matching funds is often judged relative to size of project AND the financial means of the partners to fund

Evidence of involvement of relevant partners through leverage and partnerships.

- For those projects that have secured (or applied for) matching funding (e.g. NSERC Alliance, or other industry grants), it is very important to clearly show in proposal why this is a Tier I proposal (vs. a Tier II)
 - Needed to justify the request of research funds from OMAFA (not just access to animals)
 - If the applicant already has funding (or has applied) from a partner for the same (or a larger project), it must be clear in the proposal that:
 - The Ontario Agri-Food Innovation Alliance funding is addressing **NEW** objectives **or**
 - The original project application included the OMAFA request in its budget
- ***In either case, the easiest way to be transparent is to append a copy of that other research application (including project objectives and budget)***
 - ***Otherwise the review panel is left guessing!***

Questions???

Knowledge Translation and Transfer (KTT) Plans

Knowledge Translation and Transfer (KTT)

The Ontario Agri-Food Innovation Alliance is committed to “getting science off the shelf” by working with the wider agri-food, rural and Indigenous communities.

KTT is an information exchange process described as the transformation of knowledge into use through synthesis, exchange, engagement, dissemination, dialogue, collaboration and brokering among researchers and research users.

KTT Application Requirements

- Applications require a KTT plan
- A KTT plan helps extend the knowledge gained from your research to USERS that can use it
- A KTT plan enables an interaction between the researcher and those that can benefit from the research
 - This maximizes the value and impact of the research by extending its dissemination, use and application

KTT Audiences

- Identification of the USER AUDIENCES is the first step of your KTT plan
 - **KTT User Audiences:** *“Who will you engage using your knowledge translation and transfer (KTT) Plan? Click ‘ADD/Edit User Audience’ to list the audiences (people or groups) that will benefit from learning about, using and/or applying knowledge from your project. The audiences you list here must be reached/engaged using the activities listed in your KTT Plan”*
- Your KTT plan will be developed to include multiple activities that engage the USER AUDIENCES

KTT Plan

- Links audiences with activities
 - *“The KTT Plan lists all the activities that will be completed during the project to engage the User Audiences identified above.”*

User Audiences	KTT Activity	Activity Details	Suitability of KTT Methods ⁴	Anticipated number of activities ⁵	Projected Timeline - start	Projected Timeline - end	Estimated Cost
Total Estimated Cost							Auto-generated

- KTT Plan appears in annual and final reports
 - Applicants will report on actual timelines and provide comments on the progress of each planned KTT activity

Alliance Knowledge Mobilization Resources



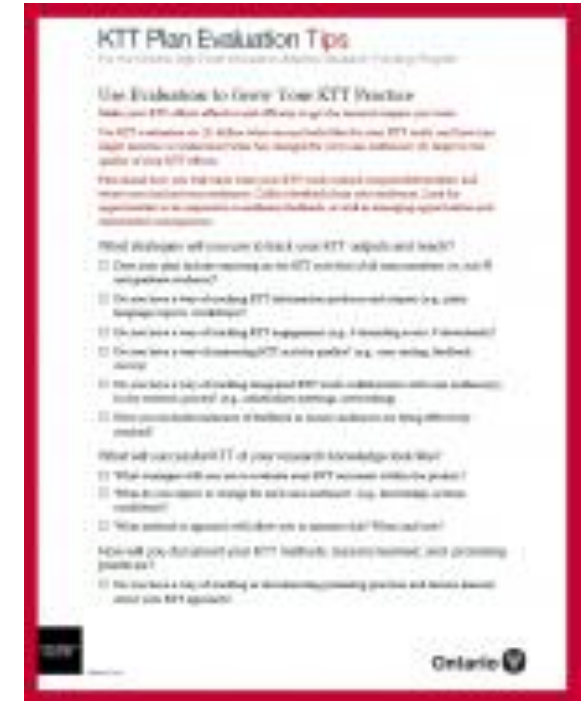
Growing KTT in Ontario



KTT Plan Checklist



KTT Example Plans



KTT Plan Evaluation Tips

<https://www.uoguelph.ca/alliance/KTT-services-and-resources>

Contact kttadmin@uoguelph.ca with questions

Growing Knowledge Translation and Transfer in Ontario

The Ontario Agri-Food Innovation Alliance supports knowledge translation and transfer (KTT) in agri-food and rural research and works to advance the science of KTT.

KTT is an information exchange and relationship building process described as the transformation of knowledge into use through synthesis, exchange, engagement, dissemination, dialogue, collaboration and brokering among researchers and end users.



For more information:
 Visit: uoguelph.ca/alliance
 Email: kttadmin@uoguelph.ca



IMPROVE LIFE.

Best Practices for KTT in Agri-Food and Rural Research

This resource summarizes leading practices to guide researchers through the development of a KTT plan to move research knowledge into use.



Cultivate KTT Team Capacity

Make sure to have the right expertise – skills, capacity, connections – on your team to create and implement your KTT plan. Build your networks to stay informed about changes in your sector (e.g., policy updates and new funding streams).

Recruit a project team with specific assets and expertise

Create capacity for KTT by recruiting a qualified team.



Build a network of people who can help spread information

Include knowledge brokers, influencers, champions and networks.



Look for potential private sector/industry partners

The private sector can help identify problems and facilitate knowledge-sharing.



Develop a Robust KTT Plan

Successful KTT projects begin and are sustained by a plan that is responsive to researchers, collaborators and end users of research. KTT planning finds ways to create capacity, opportunity and motivation for end users to adopt and apply research findings.

Plan and budget for the entire project process (and beyond)

Integrate KTT throughout your project, rather than saving it until the end.



KTT takes more time than you think

Avoid underestimating how much time you will need to complete KTT projects.



Effective KTT plans are flexible and responsive

Leave room in your plan for researchers, collaborators and end users to adapt to changes in timing, context, issues and more.



Identify and Work Together With Key Collaborators

Those who are interested in and affected by the issues can provide a better understanding of the needs and preferences of research end users. These groups can identify issues and alternative ways of solving problems, and start to build momentum for KTT within their own networks.

Engage collaborators and end users early in the project process

This leads to a better understanding of end user needs and informs decisions about KTT channels, processes and products.



Know and target end users and influencers

Engagement at various stages of the project helps frame research to be more relevant to end users.



People learn and access information in different ways, so offer multiple formats and approaches

Offer multiple channels for KTT (e.g., in person, online, on paper).

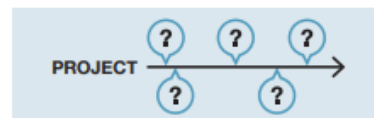


Manage and Evaluate KTT Process and Product

Successful KTT requires managing and evaluating both the process of collaboratively designing and conducting research projects as well as the knowledge-sharing outputs from the project. Remember, research that is co-created and responsive to end user needs increases the likelihood of uptake and adoption.

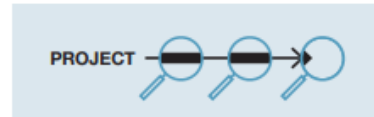
Be flexible, responsive and practical during KTT product development

Repeatedly ask key questions. Are the products appropriate for the end user? Is the planned budget still sufficient for the product?



Evaluate before, during and after KTT projects

Formative, process and outcome evaluation helps determine which approaches are working and what may need to change.

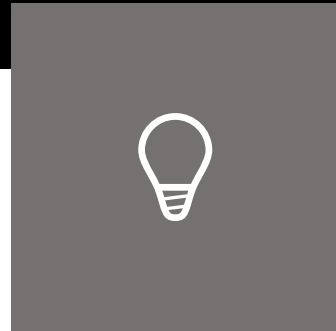


For more information, refer to **A Manual of Best Practices From Agriculture, Agri-Food and Rural KTT Researchers and Practitioners (2010-2018)**

Successful KTT Plans

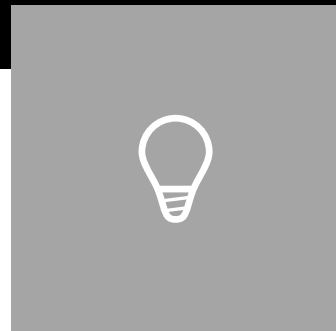
- Make use of the resources available
- Are developed over time (start early)
- Thoughtful and creative
- Comprehensive
- Realistic and feasible
- Fully costed
- Right people identified to implement the Plan
- Maximize the value of the research

skills for RESEARCH IMPACT



PLANNING FOR RESEARCH IMPACT

Sept 24, 2024
1:00 – 2:30 pm



CLEAR LANGUAGE WRITING

Oct. 1, 2024
1:00 – 2:30 pm



COMMUNITY ENGAGEMENT

Oct. 22, 2024
1:00 – 2:30 pm



INFOGRAPHICS

Oct. 29, 2024
1:00 – 2:30 pm



EVALUATING KTT ACTIVITIES

Nov. 5, 2024
1:00 – 2:30 pm

Two additional workshops to be announced for October 8 and November 12

For more information and to register: uoguel.ph/research-impact

Support for Applicants

- Ontario Agri-Food Innovation Alliance **Tier 1 Program Guide**
 - Contains the panel review scorecard
- **Instructions and tool tips** within the RMS application
- **Off-line templates** to support proposal development:
 - Microsoft Word application template
 - Excel budget template; CRA and sub-award budget templates
 - Value Assessment Plan template
- KTT Resources
- Research Program Directors
- OMAFA staff (identified in priorities document)

Resources for Researchers



Apply for Research Funding

[Apply for Funding](#)



Quick Tips: Preparing Your Tier 1 Proposal

[Preparing Your Tier 1 Proposal](#)



KTT Services & Resources

[KTT Services & Resources](#)



Data Management Plans

[Data Management Plans](#)



Research Security

[Research Security](#)



Quick Tips: Preparing Your Report

[Preparing Your Report](#)



Amendment Requests

[Amendment Requests](#)



Acknowledging OMAFRA Funding

[Acknowledging OMAFRA Funding](#)



Research Program Directors

[Research Program Directors](#)

<https://www.uoguelph.ca/alliance/research-programs/resources-researchers>

IEDI course for Researchers – Coming Soon

- Research Services Office is developing a short 2-part Courouselink course aimed at assisting Principal Investigators and Research Program Leaders in integrating Indigenization, Equity, Diversity and Inclusion (IEDI) principles in research
 - Part 1 - IEDI in Research Team Management
 - Part 2 - IEDI in Research Processes (i.e., design)
- It is intended to support IEDI Action Plan development with concrete guidance on steps and practices to adopt incrementally over time
- The course will be open to all faculty, staff, and students at U of G and is expected to launch later this fall

U of G Program Contacts

For support completing your application and help with RMS issues

- Research Program Coordinators (RPCs): rescoord@uoguelph.ca

For KTT support

- Rebecca Dunn, Knowledge Mobilization Manager: rebdunn@uoguelph.ca
- Rebecca Moore, Senior Manager, Manager, Communications & Knowledge Mobilization: rmoore10@uoguelph.ca

Other Office of Research, Agri-Food Partnership contacts

- Laurie Halfpenny-Mitchell, Director, OMAFA/U of G Agreement & Research Programs: laurieha@uoguelph.ca
- Stacy Favrin, Senior Manager, OMAFA/U of G Agreement Research Programs: favrinst@uoguelph.ca
- Erica Cushnie, Manager, Research Programs: cushniee@uoguelph.ca

U of G Program Contacts – Cont'd

For IEDI support

- Joanne Garcia-Moores, Indigenization, Equity, Diversity, and Inclusion Advisor in Research: jmoores@uoguelph.ca

For IP and commercialization support

- Kaleigh Rajna, Industry Liaison Officer, Research Innovation Office: krajna@uoguelph.ca

For research security support

- Amy Allison, Research Security Specialist: amyallis@uoguelph.ca

U of G Research Program Directors

Research Area	Research Program Director
Policy and Economy	Kate Parizeau kate.parizeau@uoguelph.ca
Animals	Trevor DeVries tdevries@uoguelph.ca
Plants	Will be confirmed in early October
Innovative Products	Will be confirmed in early October
Soil, Water and Environment	Will be confirmed in early October

OMAFRA Research Priority Contacts

Adam Meyer, Manager, Research & Knowledge Management, Research and Innovation Branch
Adam.Meyer@ontario.ca

Research Priority	OMAFRA Research Analyst
Plant Health & Protection	Anna Formusiak Anna.formusiak@ontario.ca
Food Safety	Hilary Graydon Hilary.Graydon@ontario.ca
Animal Health & Welfare	Robin Smart Robin.Smart@ontario.ca
Competitive Production Systems	Robin Smart Robin.Smart@ontario.ca
Innovative Products & Product Improvement	Kelly Jackson Kelly.Jackson@ontario.ca
Trade, Market Targeted Sector Growth Opportunities	Robin Smart Robin.Smart@ontario.ca
Strong Rural Communities/ Productive Land Capacity	Robin Smart Robin.Smart@ontario.ca
Soil Health/ Water Quality and Quantity/ Sustainable Production Systems	Dave McLeod Dave.Mcleod@ontario.ca

Other OMAFA Contacts

Focus	OMAFA Research Analyst
Indigenous Agri-Food Systems	Elin Gwyn Elin.Gwyn@ontario.ca
Equity, Diversity, and Inclusion	Robin Smart Robin.Smart@ontario.ca
Knowledge Translation and Transfer	Tieghan Hunt Tieghan.Hunt@ontario.ca

Research Management System (RMS) Demonstration

Erica Cushnie, Manager, Research Programs
Office of Research, Agri-Food Partnership