

TIPS: ONTARIO RESEARCH FUND – SMALL INFRASTRUCTURE FUND

OVERVIEW

The Ontario Research Fund – Small Infrastructure Fund (ORF-SIF) helps attract, retain and develop leading researcher talent at publicly funded Ontario universities and research hospitals through the acquisition and renewal of leading-edge technology and equipment.

The Ontario Research Fund will contribute a maximum of 40 per cent toward the total eligible costs. The research institution is responsible for obtaining at least 60 per cent from the Canada Foundation for Innovation, any private, not-for-profit or public sector funding partners, and its own resources.

ASSESSMENT AND REVIEW PROCESS

The expert review process to assess the scientific merits of the proposals will be managed by CFI. The Ministry will accept the CFI Expert Review and subsequent CFI Board decisions to fund projects.

In addition to the CFI Expert Review, the Ministry will assess the following:

- Application compliance with program guidelines
- Research security due diligence (assessed by the Ministry of the Solicitor General)
- The proposal's value and benefit to Ontario—research using the proposed infrastructure must have the potential to lead to social or economic benefits for Ontario (assessed by the Ontario Research Fund Advisory Board—ORFAB)

EQUITY, DIVERSITY AND INCLUSION

The guidelines remind applicants of the ORF's commitment to the principles of equity, diversity and inclusion. Projects are required to “meaningfully engage members of underrepresented groups within the research and development team.” While not assessed as its own criterion, it is strongly recommended to address how your proposed research program will support and foster greater equity, diversity and inclusion, particularly in the discussion of training highly qualified personnel (HQP).

SECTION-SPECIFIC TIPS: FILLABLE FORM

PROJECT INFORMATION

Proposal Title Project title from CFI John R. Evans Leaders Fund (JELF) application	
CFI File Number Project number from CFI JELF application	
Applicant Institution University of Toronto	Application Date (yyyy/mm/dd) CFI JELF sponsor deadline
CFI Program John R. Evans Leaders Fund	
Principal Investigator (PI) Project Leader from CFI JELF application	
Project Address or Location Address(es) where infrastructure will be located	
Co-investigators Add all collaborators and contributing partners. Collaborators and partners should be the same as those described in the CFI JELF application. Under Project Role , briefly describe the role of each collaborator/partner in the proposed research or technology development (300-character limit)	

PROJECT BRIEF: Describe, for a general audience, the goal of the proposed research program and summarize why this research is important (300-character limit).

PROJECT ABSTRACT: Using simple, non-technical language, describe your central research questions and the role of the requested infrastructure in the project, focusing on how this research will benefit Ontario (6500-character limit).

ASSESSMENT CRITERIA

Provide about a half-page to one full page of discussion for each of the criteria in this section.

This application will be reviewed by the Ontario Research Fund Advisory Board, which is composed of members from various fields, including non-academic expertise. The content should be tailored for this multidisciplinary board and other potential reviewers at the Ministry.

Assessment Criteria 1 through 4 correspond to the criteria in the CFI JELF application. See the CFI JELF Tips document for general tips on how to address these criteria. While it is not advised to copy and paste these sections from the CFI application, we encourage you to summarize the content in language that is accessible to a multidisciplinary review committee, with an emphasis on the impact the research will have in **Ontario**.

1. RESEARCH OR TECHNOLOGY DEVELOPMENT:

- Refer to the CFI JELF Tips document
- Discuss the potential for this research to make **Ontario** a leader in this field of study. Mention how the research will produce tangible economic/societal impacts for **Ontario**, which you will describe in more detail in the Benefits for Ontario section.

2. RESEARCHERS:

- Refer to the CFI JELF Tips document

3. INFRASTRUCTURE:

- Refer to the CFI JELF Tips document

4. SUSTAINABILITY:

- Refer to the CFI JELF Tips document

5. BENEFITS FOR ONTARIO:

It is very important to update this section from your CFI proposal to include information specific to **Ontario**. Do not copy and paste the “Benefits to Canadians” section into this application.

- **Societal benefits:** Outline how your research will ultimately lead to the betterment of **Ontario**. Describe health, environmental, educational, or other benefits to society that might arise from this research. Benefits related to training of HQP should also be included in this section. Keep the focus on tangible and realistic benefits, identifying end users in **Ontario** and providing quantitative information, if possible.

Some useful sources of information:

- [Statistics Canada](#) (some information is broken down by province)
- [Canadian Institute for Health Information — Quick Stats](#) (some information is broken down by province)
- [Ontario Health](#)

- Publications and reports from Ontario ministries with portfolios relevant to your research outcomes: ontario.ca/page/ministries
- **Economic benefits:** Outline how your research will ultimately contribute to economic growth or job creation in **Ontario**. Economic benefits can also include cost savings and reduced expenditures. Keep the focus on tangible and realistic benefits, identifying end users in **Ontario** and providing quantitative information, if possible.

Some useful sources of information:

- [Invest Ontario](#)
- [Government of Canada — Research and business intelligence](#) (some information is broken down by province)
- [Canadian Institute for Health Information — Health Spending](#) (by province and territory)
- **Highly qualified personnel:**
 - Highlight the unique features of the facility that will draw HQP to your program. For example, describe the uniqueness of the infrastructure, the novelty of the research questions, the innovative methodology. Either in this section or in the Researchers section, briefly describe your track record of training HQP.
 - Outline the skills that HQP will learn through their participation in this research project and through your mentorship. Be as specific as possible.
 - Relate the skills to potential job markets, both in academia and in the private and public sectors. Emphasize the importance of particular industries to **Ontario** and identify the need for highly trained people in these fields—for example, discuss personnel shortages (providing labour market statistics) or describe the anticipated growth of this industry over the next decade.
 - Describe the EDI practices that you have integrated into your training program. Describe concrete steps and actions you will take and connect these practices to the systemic barriers they will address. For examples of concrete practices, please see the “Training & Mentorship Opportunities” section of the [VPRI handbook on EDI in Teams and Training](#).

Last updated: January 2025 (GF)