

## **INSTRUCTIONS AND GUIDELINES FOR SUBMITTING AN EXPRESSION OF INTEREST RESEARCH CAPACITY**

The Beef Cattle Research Council (BCRC) invites applications outlining proposed concepts for the developing or maintaining Research Capacity in key areas of importance to the Canadian beef industry.

Expressions of Interest (EOI) will be evaluated for their likelihood to help the Canadian beef industry remain competitive and sustainable over the short and long term, based on the following criteria:

1. Relevance to the core research objectives and priority areas stated in in the [Canadian Beef Research and Technology Transfer Strategy](#),
2. Institutional and matching investments, and
3. Clear explanation of the proposed funding structure.

All EOIs submitted to the BCRC must follow the guidelines outlined in this document.

### **Who is eligible to apply?**

Any research institution within Canada with the ability and a track record of success in delivering research programs in areas relevant to the Canadian beef industry is eligible to submit an EOI.

### **When are applications considered?**

Specific timelines are outlined in the 'Call for Expressions of Interest – Research Capacity' document posted on the BCRC website ([www.beefresearch.ca](http://www.beefresearch.ca)).

### **Project Timeframe**

***The earliest start date for a position funded through this call will be July 2025***, unless clear justification for an alternate date is provided and accepted by the BCRC. The interval between BCRC funding decisions and the position start date is intended to allow time for necessary matching funds to be procured.

### **Capacity Investment**

This program is intended to strengthen research expertise. Funding for equipment, infrastructure, or ongoing program will not be considered.

Preference will be given to applications that:

- propose to leverage industry funding significantly with other government and Institutional funding, and
- clearly demonstrate the creation of new research capacity or support the transition of high priority capacity in the beef industry.

The maximum BCRC commitment varies with the position proposed.

- Research Chair: a new, long-term position that will build on existing strengths and add incremental research capacity to the Canadian beef industry.  
The maximum BCRC commitment will be ten years, with an interim review required for any commitment beyond five years.
- Transitional Funding: funding to establish a short-term position that will allow a retiring researcher to train a qualified candidate to take over their existing position.
- Start-up Funds: funds to attract new researchers to vacant positions by providing start-up funding to develop their research program.  
A one-time commitment for each position.
- Other: Innovative ideas to build research capacity are encouraged.

The BCRC intends to commit funding to support the development or maintenance of Research Capacity through this call with additional calls in subsequent years subject to annual BCRC funding allocations.

### **Expression of Interest Form**

Applicants must submit the file entitled 'BCRC EOI Form – Research Capacity' prior to the deadline as outlined in the 'Call for Expressions of Interest – Research Capacity' document.

#### Institution

Provide complete contact information

#### Type of Position

Use the checkboxes to indicate which type of position you are proposing.

Research Chair: a new, long-term position that will build on existing strengths and add incremental research capacity to the Canadian beef industry.

Transitional Funding: funding to establish a short-term position that will allow a retiring researcher to train a qualified candidate to take over their existing position.

Start-up Funds: funds to attract new researchers to vacant positions by providing start-up funding to develop their research program.

Other: Succinctly describe any other positions to build research capacity that are not otherwise listed.

#### Proposed Dates of Position

Indicate the proposed start date of the position. The earliest start date for a position funded through this call will be July 2025, unless clear justification for an alternate date is provided and accepted by the BCRC.

#### Long-term Goal and Focus of Position

Briefly outline the long-term focus of this newly created position, specifically highlighting how it will align with the [Canadian Beef Research and Technology Transfer Strategy](#). Include the anticipated balance of workload allocated to research, extension, teaching and administration.

#### Need for Position and Current Capacity Gaps that Exist

Provide an explanation of the specific need for the creation of the position including current capacity gaps that it will remedy.

### Incrementality of Position

It is required that BCRC funding result in the overall increase of research capacity and not replace or supplement an existing or recently vacated position. The newly created position may be filled by a current researcher within the institution however the vacancy created by this reassignment must be filled. Provide a brief explanation of how the proposed position will meet these requirements.

### Industry Collaboration

Outline how the proposed position will be co-developed by and work with other industry partners to include industry-focused research and extension efforts within their research program.

### Signatures

The EOI form must be signed by both the Applicant and the Institutional Lead.

### **EOI Budget**

EOI budgets must clearly identify all sources and amounts of additional cash funding for the proposed position, specifying whether each source will be applied for, has been applied for, or has been confirmed. Additional funding for the position is not required to be confirmed at this point though a clear plan for institutional support and obtaining other funding is required.

### Budget Commentary

Clearly outline the funding structure for the position, including institution commitments and other sources of funds, both secured and that which is outstanding or will be applied for. Define the strategy for how any outstanding funds will be secured.

### **Letters of Support**

The BCRC does NOT require or read letters of support.

### **Documentation submitted after the deadline**

Once an EOI has been submitted, the BCRC may request any missing or additional documentation. No unsolicited documentation is permitted after the EOI submission deadline.

### **Appeals of funding awards**

Decisions taken on awards by the BCRC are considered final.

### **Reporting**

All reporting requirements will be defined in the funding agreement.

### **Confidentiality of EOIs submitted to the BCRC**

All those who review EOIs submitted to the BCRC are required to sign a statement of confidentiality in their review of submissions.

### **Confirmation of Receipt**

Confirmation of receipt will be sent for every EOI submitted. If confirmation is not received within one business day of your submission, the BCRC has not received the documents.

## Submission Checklist

Checklist for submitting an Expression of Interest	
<b>Have you:</b>	
Read and followed the 'Instructions and Guidelines' document?	
Completed the 'BCRC EOI Form – Research Capacity'?	
Emailed the following document to <a href="mailto:proposals@beefresearch.ca">proposals@beefresearch.ca</a> prior to the deadline? <ul style="list-style-type: none"><li>• 'BCRC EOI Form – Research Capacity' in PDF format</li></ul>	
Received confirmation of receipt <ul style="list-style-type: none"><li>• Confirmation of receipt will be sent for every EOI submitted.</li><li>• If confirmation is not received within one business day of your submission, the BCRC <u>has not received</u> the documents.</li></ul>	