



**Stem Cell  
Network**



Powering  
Regenerative  
Medicine

**Réseau de  
Cellules Souches**

Propulsons  
la médecine  
régénératrice

# 2025-2029 Research Funding Programs – **Partnering Guide**

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# Partnering Guide Overview

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# **1. General Information**

# SCN Research Partnering: Overview

Stem Cell Network is **mandated** by the Government of Canada to include partner matching as a condition in the provision of research funding awards

- Applications to all SCN research funding programs **MUST** include Actual Matching partnering
- There is **no set minimum** for Actual Matching partnering for the majority of SCN's research funding programs (**except** for the Clinical Trials Awards program and the Joint-Funded Fueling Biotechnology Partnerships Award offered in collaboration with CQDM), however partnering is a criteria used during the ranking of applications

# Research Partnering Benefits

Key partnering benefits include:

- **Bridging the gap between research and practice** – helps translate academic research into products and real-world applications
- **Resource sharing** – gives access to funds (cash or in-kind), technologies, data or specific populations or markets
- **Expertise sharing** – broadens the expertise and knowledge available to academic teams
- **Impact enhancement** – engages receptors and key stakeholders to facilitate knowledge mobilization and the uptake of research outputs

## **2. Definitions and Types**

# Partnering Sources – Definitions:

## **Actual Matching Funding:** (Required)

- Funds (cash or in-kind) specifically associated with the project term and aims from eligible sources (companies, non-profits, foundations, charities, research institutions, universities, hospitals, and provincial government bodies), but **excluding federal funds**, such as CFI and CIHR.

## **Ongoing Leveraged Funding:** (Optional)

- Funds from other sources that are related to (but not directly intended to support) the project. Includes companies, non-profit organizations, foundations, charities, research institutions, universities, hospitals, and government bodies, **including federal funds**.

# Institutional PI Salary and In-Kind Partnering

Principal investigator (PI) salaries and indirect costs can be listed as in-kind institutional support.

Actual Matching partnering support (PI salaries at 10% and indirect costs at 40%) – **this must be included for all lead and co-investigators.**

**Example** for an ECR Jump-Start Award application (award = \$350,000 over 3 years):

- **Salary in-kind contribution** (based on a single PI salary of \$100K/year):
  - 10% of annual \$100,000 salary = \$10,000 x 3 years (duration of award) = **\$30K**
- **Indirect costs contribution:**
  - 40% of the \$350,000 ECR award = **\$140K.**

The **total** salary and in-direct costs matching from the institution is  $\$30K + \$140K = \mathbf{\$170K}$ .



# Joint-Funded Awards

**Joint-Funding:** (Opt-in) Equivalent cash contribution provided by one of the three joint-funding collaborators (for Round 1: Azrieli Foundation, Breakthrough T1D or CQDM) towards a Joint-Funded Award.

- Classified as eligible matching funds but the joint-funding collaborator contribution should **NOT** be entered in the Budget and Partnering Summary (Section 12).
- Joint-Funded Award applications **must also include additional Actual Matching Partnering sources** (e.g., at a minimum the institutional salary and indirect costs matching for each funded PI)

# 3. Requirements

# Program-Specific Partnering Requirements:

- **Clinical Trials Award:** SCN will fund a maximum of 40% of the trial costs (to a maximum of \$1.1M in Round 1); the remaining 60% must come from partner support.
- **Fueling Biotechnology Partnerships Award:** Each project must include a partnership with a Canadian SME partnering receptor company\*.
- **Joint-Funded Fueling Biotechnology Partnerships Award** offered in collaboration with CQDM: A Quebec-based commercial partner must contribute **cash** equivalent to 20% of the total award funds (up to a maximum of \$100,000; SCN and CQDM jointly contribute the remaining 80% of the award value)

\*A Canadian company is a commercial enterprise that is incorporated pursuant to the laws of Canada and has ongoing business activities in Canada. Eligible biotech companies must have at least two but no more than 250 employees, are non-subsidiary, independent firms, and have an active board of directors.

# Partner Letters of Support – Actual Matching

**Letters of Support for Actual Matching Partners:** A letter of support is **required** for each partnership.

The letter of support should outline:

- The nature and scope of the partner's contribution and commitment to the project
- Which project deliverables their contribution will support
- The total amount and type (cash or in-kind) of the partnership contribution
- The timeline for the provision of support by the partner

**Note:** A letter of support is **NOT** required for institutional salary and indirect actual matching funds.

# Letter of Support – Fueling Biotech Partnerships

**Letter of Support for the Fueling Biotechnology Partnerships Award:** A letter of support is **required\*** and must:

- Outline why the technology is important to the partner and detail which project deliverables are of interest
- Describe the partner's involvement in the project (i.e. cash, staff involved, time commitment and other in-kind support)
- Describe the anticipated commercial value of the technology/IP
- Describe further investment/time by the partner after the award end date to move the project to market release

\*Consult the [Fueling Biotechnology Partnerships Application](#) Instructions document for detailed information on the letter of support requirements

## **4. Information Entry**

# Entering Partner Information in the Full Application

## 1. Budget and Partner Summary (Section 12):

- Provide a written overview of the partners and their contributions to this project
- Enter the total Actual Matching Partner funds – this is the sum of all Actual Matching Partner funds
- Enter the total Ongoing Leveraged partner funds

## 2. Partner Details Form (Excel template available to download in Section 2)

- Complete a row of the Excel sheet for each Actual Matching or Ongoing Leveraged partner – ensure that each field is filled out
- Upload a single completed Partner Details Form (Excel format – do not convert to PDF) per application in “Research Proposals and Other Attachments” (Section 14)

## 3. Partner Letters of Support

- Combine all partner letters of support into a single PDF, and upload in “Research Proposals and Other Attachments” (Section 14)

# 5. Evaluation



# Evaluation of Partnering

## Pre-Award:

- Actual Matching and Ongoing Leveraged partnering **will be evaluated** during SCN's 2-stage peer review process.
- Partnering will be used by reviewers to evaluate project **feasibility** and potential **impact**.
- The partnerships of higher quality, alignment and amount **will enhance an application's ranking**.
- The **research security risk assessment process** must be applied to private sector partners and will be reviewed by SCN Management during the award decision making process.

## Post-Award:

- Actual Matching partner contributions **will be tracked and evaluated** as part of SCN's continual review process for funded awards.



**6. Questions or need help?**

# Questions or need help?

SCN is offering **Budget & Partnering Question Sessions over Zoom**, where lead-investigators can sign up for a 10-minute slot to ask their budget or partnering questions directly to SCN staff.

Four help sessions are offered between **1pm-2:30pm** (Eastern time) on the following dates:

- Friday, **October 25**, 2024
- Tuesday, **October 29**, 2024
- Monday, **November 11**, 2024
- Tuesday, **November 12**, 2024.

All 10-minute help session slots are offered on a first-come, first-served basis; attendees must be punctual for their slot. One slot is offered per lead-investigator. Click this [link](#) to sign up for a slot – a link to join the Zoom call will be emailed to sign-ups for each session 2-hours before the call start.

**SCN will also answer questions by email:** [researchSCN@stemcellnetwork.ca](mailto:researchSCN@stemcellnetwork.ca)