



<b>AllerGen NCE Inc. Policies and Procedures</b>	<b>Network Investigator Policy</b>
<b>RES-01</b>	<b>Effective January 2006 – review annually Reviewed April 9, 2007</b>

**Purpose:**

The purpose of this policy is to define eligibility and processes for becoming an AllerGen Network Investigator.

**Policy:**

AllerGen's mandate is to promote collaborative and networked research that will provide economic and / or social benefits to the Canadian population. All Network Investigators are encouraged to nominate new Network Investigators to the Research Management Committee for consideration in order that the Network continues to thrive, demonstrate meaningful "permeability" to new members and to maintain its innovative nature.

**Approvals:**

The research, collaboration and leadership credentials of all nominated Network Investigators are subject to review by the Research Management Committee. All candidates for membership are subject to final approval by the Board of Directors.

**Definitions:**

Network Investigator means a person:

- employed or otherwise given academic status by a Participating Institution who is responsible for a specific aspect of Network Research;
- who has been accepted as an Investigator in the Network by the Board of Directors; and,
- who has signed the Acknowledgment attached as Appendix A to the Network Agreement.

Network Investigators are eligible to receive peer-reviewed research funds from AllerGen NCE Inc., to access core facilities funded by AllerGen, to apply for trainee awards, to participate in the Annual Scientific Meeting, and to attend all relevant Network events. Network Investigators are expected to take an active role in: developing and implementing programmatic projects; training students and postdoctoral fellows; sharing unpublished data, special techniques and

platforms with other Network Investigators; and, developing partnerships and liaisons with other funding agencies, policy makers and the private sector.

Network Research means research projects substantially supported by Network funds and carried out under the supervision of Network Investigators.

**Eligibility:**

To be eligible for nomination, an Investigator must:

- Hold a full-time faculty position (minimum of Assistant Professor level or its equivalent) at a Canadian University or Research Hospital/Institute.
- Hold or have held peer-reviewed funding for ongoing research (though Tri-Council level funding is not a prerequisite, information about success in obtaining such or other funds will be requested and considered in the assessment); or,
- Have a history as a distinguished researcher and be able to add value to the Network as a result of this experience.

Employees of Canadian corporations who do not meet either of these criteria may still participate in the Network as collaborators on Network projects, if a project-specific agreement is executed between the institutions involved in that project, the Network, and the corporation.

**Duties and Obligations of Network Investigators:**

In signing the Acknowledgement attached as Appendix A of the AllerGen NCE Inc. Standard NCE Agreement, a Network Investigator agrees to the terms and conditions of the Network Agreement with respect to the following:

- Publications
- Disclosure and Commercialization of NSIP
- Confidential Information and Transfer of Material
- Conflict of Interest and Research Ethics
- Records and Reports

The Network Investigator shall use reasonable efforts to attract complementary research funding to enhance their AllerGen-supported project and will participate on Network committees and in other Network activities as required.

**Avenues of Entry into AllerGen NCE Inc. for New Research Investigators**

As a general principle, participation in AllerGen is open to the participation of the entire scientific community in Canada that is undertaking research within the context of AllerGen's mission and vision.

For those Canadian researchers interested in participating in the Network, there are three avenues leading to Network participation for researchers:

**1. As a Co-Investigator on a currently funded project**

- Co-investigators can be nominated for inclusion in the Network by existing Principal Investigators within the Network, where the proposed co-investigator brings expertise and resources to a currently supported project within the Network.
- The new investigator would be expected to share existing funds within an approved Network-supported project and to bring additional cash and in-kind resources to bear on this project in the future resulting in a value-added to the overall project outcomes and training opportunities.

**2. As a Scientific Leader of a Collaborating Site on a currently funded project or Network HQP Program**

- Co-investigators can be nominated for inclusion in the Network by existing Principal Investigators, Theme Leaders or the Scientific Director within the Network where the proposed co-investigator brings expertise and resources to bear upon activities that promote training opportunities for highly qualified entrepreneurial personnel (HQEP) within the Network or new HQEP opportunities related to non-AllerGen supported research projects in areas consistent with AllerGen's mission, vision and mandate.

**3. As a Principal Investigator within an open or targeted RFA**

- Periodically, AllerGen will hold targeted Requests for Applications (RFAs) in research areas specific to AllerGen's mission and mandate. Researchers obtaining AllerGen funds through this process are required to join the Network.

**Procedure for Nomination for AllerGen Investigator Status through Avenues 1 and 2:**

To become an approved Network Investigator eligible for AllerGen research and HQEP funding and travel support through avenues 1 or 2 as outlined above, the following must be submitted in hardcopy to the Scientific Director:

1. Brief letter of nomination from an AllerGen PI. The letters should not be shared with the applicant and should be forwarded directly to the Managing Director at the Network office
2. A statement (maximum 2 pages single spaced font 12) from the applicant describing:
  - a. Why he/she wishes to join the Network;
  - b. How the applicant's research is relevant to a Network programmatic research project or projects;
  - c. An overview of the applicant's current research programme, and how it relates to the Network's goals;
  - d. The potential for collaborations with other Network Investigators; and,
  - e. The contribution that the applicant expects to make to the Network

3. Full Curriculum Vitae (Tri-Council CV module or common CV)

Applications will be assessed by the Research Management Committee according to:

- The relevance of the applicant's research programme to the Network;
- The fit of the applicant's research programme to the Network's goals;
- The applicant's potential for promoting new collaborations within the Network;
- The potential contribution of the applicant to the Network, and Network projects; and,
- The expertise and credentials of the applicant.

Applications for membership will be considered on an as-needed basis throughout the year.

Applicants will be notified concerning their membership applications at the earliest possible date.

Please note that in order for Network membership to take effect, both the applicant and his or her institution or corporation must sign the AllerGen NCE Inc. Standard NCE Network Agreement.