

## 2019-20 Nova Scotia Mineral Resources Development Fund (MRDF) Post-Secondary Research Grant Terms and Conditions

Please study these Terms and Conditions carefully before you submit a proposal. Omission of critical information may lead to a proposal being unsuccessful.

### Post-Secondary Research Grants

- Research Grants for post-secondary students are available through the Mineral Resources Development Fund (MRDF) to help fund research that supports and encourages mineral exploration, deposit development, mineral processing and value-added end-use applications of minerals in Nova Scotia.
- A research grant provides up to \$90,000 towards research. Projects may be up to two years in length.

### Eligibility

- The research must be undertaken by qualified persons who need not be residents of Nova Scotia.
- The types of student research projects may include but are not limited to community college projects, and university graduate research.
- A single application may include funding for more than one student working on related research projects.
- Research projects which will be considered for funding mainly include, but are not limited to:
  - university, college-based research on Nova Scotia mineral occurrences and deposits including metallic minerals, industrial minerals, gypsum, coal and building stone.
  - local to regional scale deposit modelling and metallogeny studies.
  - relevant market (supply and demand) characterization and analysis for a mineral commodity that is or could potentially be produced in Nova Scotia.
  - the development or improvement of mining or mineral processing methods.
  - metallurgical studies.

- research that demonstrates the competitive advantage of a product that uses a mineral produced in Nova Scotia over another product that uses a substitute material.
- studies designed to reduce the costs of, or create new or improved processes associated with, mine and tailing reclamation or management.
- Applicants who have failed to produce the deliverables promised in previous grants issued under the MRDF or under the Nova Scotia Mineral Incentive Program (NSMIP) may be ineligible for future funding.

### **Eligible Expenses**

- Expenses approved in the grant contribution agreement,
  - retroactive to April 1, 2019 for research projects commencing in Spring 2019.
  - retroactive to September 1, 2019 for research projects commencing in Fall 2019/Winter 2020.
- All costs directly related to the collection of field data.
- Laboratory and analytical expenses (e.g., geochemical analysis, thin section preparation, SEM, etc.).
- Student salaries or stipends.
- Travel for students to attend regional conferences such as AGS or GAC if hosted in the Maritimes. Requests to attend conferences outside of Atlantic Canada can be submitted to the Department and will be considered on a case by case basis.
- Travel for students to visit external laboratories to perform analyses.

### **Ineligible Expenses**

- University overhead or administrative costs may not be drawn from grants.
- University research projects – Salary or personal expenses of non-student researchers, staff, or technicians.

## Application Procedure

- Written proposals will be accepted and continue to be evaluated throughout the year, provided funding remains available.
- Proposals must include:
  - an executive summary.
  - objective(s).
  - a detailed description of the project.
  - the applicability and relevance of the research in supporting mineral exploration, development, processing and value-added processing in Nova Scotia.
  - key performance indicators.
  - a detailed budget.
  - deliverables.
  - timelines and detailed work plan for project duration (must include a start and finish date).
  - the principal researcher (s), organizational affiliation, and contact information.
  - the level of collaboration with stakeholders expected to do the research.
  - how the proposal builds upon previous research (if applicable)
  - a detailed location map (if applicable)
- Expected deliverables will depend on the scope and nature of the research, but would include two or more (to be determined by the Department depending on the type of research project) of the following, but not limited to:
  - a contribution to the Nova Scotia Department of Energy and Mines (NSDEM) Geoscience and Mines Branch annual publication “Report of Activities” (each year of the grant).
  - A presentation of results at relevant geoscience conferences, workshops, etc.
  - Publication of a NSDEM Open File Report, Contribution Series paper or digital product.

- A completed thesis (mandatory for funding for a B.Sc. or M.Sc. study) with all analytical data, sample location data, etc. must be submitted in digital format to the MRDF Administrator.
- Final reports may be published and made public. If the grantee feels that a confidentiality period is required, they will need to apply to the Department in writing at the time the application is made, requesting a period of confidentiality. Requests for confidentiality will not be considered after the contribution agreement has been signed.

Proposals must be submitted to the Department at [mrdf@novascotia.ca](mailto:mrdf@novascotia.ca) by:

- **no later than 4:00 pm, Monday, May 6, 2019** for projects commencing in Spring 2019
- **no later than 4:00 pm, Monday, September 9, 2019** for projects commencing in Fall 2019/Winter 2020.

Please study the Terms and Conditions carefully before you apply. Omission of critical information may lead to an application being unsuccessful.

***Novascotia.ca e-mail accounts can only receive 30MB of data per e-mail; if the application and data exceed this, please send multiple e-mails. (It is recommended you check with your e-mail provider to inquire about size limits for sending e-mails with large data amounts).***

## Proposal Review and Evaluation

- Proposals will be evaluated by the MRDF Review and Evaluation Committee based on:
  - the clarity of the proposal (clearly communicated and well drafted).
  - the scientific significance of the proposal's objectives (quality and feasibility of the proposed plans, goals and objectives, research focus and themes).
  - the feasibility of the proposed approach and research methods.
  - the project being at par with international best practices.
  - the applicability and relevance of the project to the exploration and mining industry in Nova Scotia.
  - budget estimation (reasonable with an adequate level of budget detail).
  - the underlying rationale of the research.
  - how it builds upon previous research grants

- any external factors that could affect research success.

## Response Process

- All correspondence with respect to MRDF grants must be communicated through the MRDF Administrator at [mrdf@novascotia.ca](mailto:mrdf@novascotia.ca) or 902-424-8157.
- Successful applicants will receive a contribution agreement (to be signed by the applicant) confirming that their project has been approved and listing the expenses that will be covered under the MRDF. Only approved expenses incurred after the starting date outlined in the contribution agreement will be eligible for re-imbusement under the MRDF.
- Unsuccessful applicants will receive an email from the Department that will include the applicant's score, the passing score for the funding stream, and the areas where the application was deficient. Unsuccessful applications will be considered closed files, and decisions made by the Review and Evaluation Committee may not be appealed. Applicants are welcome to supply a revised application. Resubmissions will be considered new applications and be reviewed on a first-come, first-served basis, if funding remains or becomes available.

## Fund Disbursement

- Fifty percent (50%) of the grant will be paid on project approval, forty percent (40%) will be paid on the approval (by the Department) of the Interim Report, and the remaining ten percent (10%) of the MRDF funds will be paid upon confirmed completion of the approved work program.
- Completion of the work program means that the Final Report, expense statement, paid receipts and digital data obtained using MRDF funds have been received and approved by the Department. All invoices submitted for re-imbusement for work allowed under the terms of the contribution agreement must be fully paid for by the date outlined in the contribution agreement.
- Unspent funds at the completion of a project can be re-allocated at the discretion of the Department in consultation with the MRDF Review and Evaluation Committee.

## Withdrawal of Funding

- If it appears to the Department that the project is not going to proceed, then the funding may be withdrawn. The grantee may be required to attend a meeting with the Department to explain delays in the project.
- If the project is going to be delayed the researcher may be obligated to meet with the Department to discuss reasons for the delay and options.
- Researchers who fail to produce the deliverables or who have not made arrangements with the Department to modify the deliverables or the project's schedule, will be required to return all funds issued with the grant as stipulated in writing by the Department or Legal representative.

## Reporting Requirements

- Reporting schedule to be developed in collaboration with the applicant after they receive confirmation that their application was successful.

### Preliminary Report

- Successful applicants are required to e-mail a Preliminary Report to the Department at [mrdf@novascotia.ca](mailto:mrdf@novascotia.ca) no later than 4:00 pm on the date agreed upon in the contribution agreement. The purpose of this report is to confirm that funding is in hand or has been arranged and that contractors have been engaged to complete the work in a timely manner.

### Interim report

- Successful applicants are required to submit an Interim Report to the Department at [mrdf@novascotia.ca](mailto:mrdf@novascotia.ca) no later than 4:00 pm on the date agreed upon in the contribution agreement. The report must be an e-mail to the Department providing an update on the status and progress of the project.

### Final Report

- A Final Report must be submitted digitally no later than the date outlined in the contribution agreement. If a university-based honors or MSc thesis are required as the final report and they are not complete, an interim report must be submitted to the Department with an update on the status and progress of the project and it must contain a schedule, acceptable to the Department, outlining when the thesis will be submitted.
- The final report must describe the results, successes or failures of the project.

- All data must be conveyed electronically. The Final Report must be a PDF with all components (figures, assay information, etc.) in one file. Maps must clearly show location of completed work, claim boundaries, and include an index map showing approximate location of the project area in the province. Maps must be submitted at an appropriate scale, clearly showing detailed geology, legends, structural data, relevant geophysical/geochemical data, and previous drill collar locations (including longitudinal sections if applicable).
- The Final Report, Expense Statement, any digital data obtained using MRDF funds, and scanned paid receipts, are to be sent to the Department at [mrdf@novascotia.ca](mailto:mrdf@novascotia.ca). Receipt of the Final Report and any additional data will be confirmed by the Department by e-mail. Final payment will not be issued until the Department has given approval that the final report and additional data are satisfactory.
- Please make sure that the Final Report and any media releases note that the project was partially funded by the MRDF.
- The grant recipient shall keep and preserve all books, accounts, and records relating to the project and keep them available for examination and audit by the Minister for a period of not less than two years after receipt of funding. The recipients shall have complied with all applicable provincial and federal laws and regulations, including those respecting mineral resources, surface rights, health, environment, safety, and conditions of labour.
- The recipients shall be solely responsible for any declaration required under the *Income Tax Act* relative to the contribution made in respect of this program. HST is excluded as eligible grant expense for applicants eligible for federal government reimbursement of the tax. Please check the web page <http://novascotia.ca/sns/paal/tax/paal050.asp> to confirm whether you need to register for an HST number.

## Notes

- Projects funded by research grants under the MRDF may also be funded from additional sources.
- If the grant proposal is to fund a student research project, the applicant or supervisor of that student is required to ensure that the project is completed, even in the event of the student withdrawing from their program studies or university or failing to complete their thesis or project.
- The grant recipient shall keep and preserve all books, accounts and records relating to the project and keep them available for examination and audit by the Minister of Energy and Mines for a period of not less than two years after receipt of funding.

- The recipients shall have complied with all applicable provincial and federal laws and regulations, including those respecting mineral resources, surface rights, health, environment, safety and conditions of labour.
- Any changes to the proposed budget or work proposal must be submitted by e-mail to the Department, and the Administrator's approval returned by e-mail. Failure to do so will mean work related to those changes may not qualify for re-imburement.
- An on-site inspection of projects may be conducted to verify project work and compliance.