

2026 Internal Equipment Grant Competition Overview

Available Funding

\$15,000 (minimum) – \$30,000 (maximum) per grant. Up to four grants will be awarded.

Purpose

- The Internal Equipment Grant is intended to provide funding for the purchase of research-related tools and/or equipment to support existing and proposed scholarly, research and creative (SRC) activity at Toronto Metropolitan University (TMU). Emerging researchers/scholars and/or multidisciplinary teams will be prioritized in this funding competition.
- The Internal Equipment Grant is meant to seed larger competitive external funding applications.

Submission Deadline

Tuesday, May 5, 2026, at 12:00 p.m. (noon) ET.

Late or incomplete applications will not be accepted.

Eligible

Tenured or tenure-track members of the Toronto Metropolitan Faculty Association are eligible to apply. [Emerging researchers/scholars](#) and established researchers/scholars will be reviewed against the weighted criteria set out in the review procedures below.

Applications can be submitted by an individual researcher or a team of researchers (consisting of one principal applicant and one or more co-applicants and/or collaborators). Individuals can apply as the principal applicant for only one Internal Equipment Grant per year.

Not Eligible

You are not eligible to apply for this competition if you:

- Were previously awarded an Internal Equipment Grant within the last 5 years (2021–2025).
- Have any internal or external funding for any research-related tools and/or equipment proposed for funding in the Internal Equipment Grant proposal. This means that proposals must be independent of, but can be built upon or related to, existing or past funded work. There must, however, be no duplication of funding.

Review Process

The Internal Equipment Grant Review Committee will assess the submitted applications and recommend a ranked list to the Vice-President, Research & Innovation (VPRI) for approval and dissemination of funds.

How to Apply

Download and complete the [Application Form](#). Please see the Application Guidelines below for full details.

Submit for funding online via the university's [Research Information System \(RIS\)](#).

Applications will not be accepted via email.

Information Session

Wednesday, April 1, 2026, from 11:00 a.m. to 12:00 p.m. (noon) ET.

This session will review the application process and requirements. [Sign up for the information session](#) to receive the Zoom link.

OVPRI Contact

Internal SRC Funding & Awards email: srcfunding@torontomu.ca

2026 Internal Equipment Grant Competition

Submission Deadline

Tuesday, May 5, 2026, at 12:00 p.m. (noon) ET.

Applications submitted to RIS after this deadline will be considered late and will not be accepted by the system.

Funding Available

The maximum amount of funding that will be granted per award is \$30,000. Up to four grants will be awarded.

You will not be penalized if your budget request is less than the maximum amount.

Description

The Internal Equipment Grant is intended to provide funding for the purchase of research-related tools and/or equipment to support existing and proposed SRC activity at Toronto Metropolitan University (TMU).

Foundational to SRC activity at TMU are the principles of equity, diversity, inclusion (EDI) and access. Together, these principles underscore our commitment to and expression of social justice and are essential to our integrated approach to SRC activity as they crosscut the university's strategic SRC themes and objectives and contribute to inclusive excellence.

As outlined in the [Tri-Agency statement on equity, diversity and inclusion](#), we are “acting on the evidence that achieving a more equitable, diverse and inclusive Canadian research enterprise is essential to creating the excellent, innovative and impactful research necessary to advance knowledge and understanding and respond to local, national and global challenges.”

The incorporation of an EDI strategy in funding applications is encouraged. For more information, please refer to [EDI Considerations in the Research Process](#). Learn more about [equity, diversity, inclusion and access at TMU](#).

Eligibility

Eligible

Tenured or tenure-track members of the Toronto Metropolitan Faculty Association are eligible to apply. Emerging researchers/scholars and established researchers/scholars will be reviewed against the weighted criteria set out in the review procedures below.

Applications can be submitted by an individual researcher or a team of researchers (consisting of one principal applicant and one or more co-applicants and/or collaborators). Individuals can apply as the principal applicant for only one Internal Equipment Grant in any eligible year.

Not Eligible

You are not eligible to apply for this competition if you:

- Were previously awarded an Internal Equipment Grant within the last 5 years (2021–2025).
- Have any internal or external funding for any SRC project that funds the proposed research-related tools and/or equipment. This means that proposals must be independent of, but can be built upon or related to, existing or past funded work. There must, however, be no duplication of funding.

Ethics Approval

TMU research is governed by policies and practices that ensure the protection of research participants, researchers (faculty, students and staff members), the university and the public. These policies and practices cover research involving humans, the use of animals, controlled goods and hazardous materials, among others.

All funded or unfunded research involving humans, animals or controlled goods undertaken at the university's facilities and conducted by university faculty, students and staff is subject to university review and approval prior to the disbursement of any funds. For more information, please visit the [TMU research ethics website](#).

SRC Integrity

As set out in TMU Senate [Policy #118 – Scholarly, Research and Creative Activity \(SRC\) Integrity Policy](#), TMU expects that all members of the university (including faculty, staff and students), as well as those who are not members of the university but who are conducting research on university premises or using university resources, will observe the highest standards in the conduct of their SRC activities.

Review SRC integrity values and principles in the [SRC Research Integrity Training Modules](#) and/or the [SRC Reference Guide for Research Integrity](#).

Term of Award

Internal Equipment Grants will be awarded for a period of one year. Projects must commence within three months of funding.

Extensions will not be permitted except under extraordinary circumstances. Unused funds at the end of the grant period will be automatically returned to the OVPRI.

Acknowledgement

Recipients of an Internal Equipment Grant must acknowledge the university for their research or research-related activities in all outputs. The following wording is suggested:

“This research [or activity] has been supported by Toronto Metropolitan University’s Internal Equipment Grant.”

Reporting Requirements

Recipients of an Internal Equipment Grant must submit a report within three months of completion of the project or one year after the release of funds, whichever comes first. Recipients will receive information about how to complete the online report.

Application Requirements

1. Please download and complete the [Application Form](#). This package must be completed and uploaded in order to be deemed eligible for review.

This fillable PDF form consists of the following sections:

- a. **Cover Page** (maximum 1 page)
- b. **Proposal**
 - i. **Project Description** (1500 words maximum)

Applications should describe the proposal in enough detail to allow informed assessment by the Internal Equipment Grant Review Committee members. Since not all Committee members will have an intimate knowledge of the subject matter of all proposals, the proposal must avoid jargon and highly technical content.

The description must include:

1. SRC program and/or SRC activities to be supported by the requested equipment. Current funding is not a requirement, but the requested equipment must relate to an active/pending funding for an SRC program and/or SRC activities.
2. Need and urgency for the equipment.
 - How much equipment funding does the applicant have for their SRC program and/or SRC activities? Applicants are encouraged to leverage, not duplicate, external and/or other internal funding for their equipment needs.
 - It is permissible to have other grant or funding sources to cover any shortfalls between equipment cost and the maximum IEG award amount. Please demonstrate clearly how any shortfalls will be covered, and articulate what is confirmed versus unconfirmed funding.

- Is the equipment essential to do the work? Are there alternative options that may be available?
 - If there is similar equipment available to the applicant, please include this information and indicate what may be limiting the applicant from using or accessing the equipment. If not, applicants should indicate that there is no similar equipment available and accessible to them.
 - How accessible will the equipment be in terms of location and technical support?
 - What is the applicant/team's capability to fully utilize the equipment?
3. Description of the applicant's relevant experience and demonstrated ability to use the requested equipment.
 4. Impact potential.
 - What is the ability of the requested equipment to be transformative and impactful to the applicant's SRC program and/or SRC activities (i.e., how would this grant position a future application or applications for new external funding)?
 - Is it anticipated that the requested equipment will be available for researchers beyond the principal applicant's research team?
 5. Importance of the requested item(s) for the training of highly qualified personnel (HQP).
 - Will this training be a marketable/transferable skill for students?
 - Is there an opportunity for hands-on training?
 - Is the requested equipment necessary for the completion of student projects and theses?

ii. **Equipment Description**

Provide a brief description of the equipment and list of items requested, including model, supplier and cost. Equipment items costing more than \$5,000 before taxes require at least one quotation attached as an appendix item.

iii. **Budget Justification** (maximum 500 words plus quote(s), if applicable)

Note on eligible expenses: funds are intended to be used solely for the purchase of research-related tools and equipment. Specialized computer equipment and/or the rental or lease of tools and equipment must be appropriately justified. Please refer to the Financial Services website for guidance.

Note on ineligible expenses: non-capital purchases, such as access to data; basic computers and related equipment; supplies, materials and other consumables; items typically covered by departmental budgets (e.g., printers, office furniture); and indirect costs.

iv. **List of References** (maximum 1 page)

v. **Appendix**

Equipment quotations should be attached to your GAF as an appendix item. There is no page limit on quotations. You may also optionally add (up to a limit of three pages) visual assets, such as timelines, graphs or imagery. These may be uploaded to your GAF separately as a separate appendix.

2. **Updated Common CV (CCV) or OCGS CV**

Please submit your updated CCV or OCGS CV. If you cannot provide a CV in CCV format, please submit your updated OCGS CV. See "Curriculum Vitae (CV) in the OCGS Format" on the Faculty Affairs website.

Please highlight, in yellow, all relevant key contributions related to the proposal.

Application Submission

Log in to the University Research Information System (RIS):

1. Under "Grant Authorization Form (GAF)", select "New GAF."
2. Select "Internal OVPRI Programs."
3. From the Internal Program drop-down list, select "2026 Internal Equipment Grant."
Note: If you select the wrong program, your application will not be considered.
4. Check your appointment status. Only TFA members are eligible to apply.
5. Upload the following application documents as two separate PDF documents:
 - a. Completed [Application Form](#) (1 PDF document).
 - b. Updated Common CV or OCGS CV (1 document).
 - c. Appendix - Quotations and any (optional) additional Appendix material
6. When the application is ready to submit, click the "Submit for Approval" button before the deadline.

The completed application must be submitted by 12:00 p.m. (noon) ET on Tuesday, May 5, 2026.

Late or incomplete applications will not be accepted.

The application form is for external sponsors and SRC programs only.
To apply for Faculty Grants like Travel and Seed Grants, please go to Faculty Grants tab.

External Sponsor Internal OVPRI Programs

Internal Program: 2026 Internal Equipment Grant

Researcher's Information

Researcher's Last Name: _____
 Researcher's First Name: _____
 Phone: 55555 _____
 Fax: _____
 Email: xxxxxx@torontomu.ca _____
 Appointment Status: TFA (dropdown)
 Faculty of primary appointment: School of Medicine (dropdown)
 Department of primary appointment: RESEARCH (dropdown)
 Is this project associated with a University or Faculty-based Centres or Institutes?

Review Procedures and Selection Criteria

Committee Structure

The Internal Equipment Grant Review Committee will consist of two TFA faculty members recommended by the Associate Deans, Research from each of the faculties. The Executive Director, Research Services, OVPRI will chair the Committee. The recommended ranked list will be forwarded to the VPRI for final approval and dissemination of funds.

Preparation for Review

The SRC Grant Review Committee will be guided by:

- [SSHRC EDI in the research enterprise.](#)
- [SSHRC Guide to addressing EDI in applications.](#)
- [NSERC EDI Guidelines.](#)
- [CIHR EDI Guidelines.](#)
- For a project which falls under [SSHRC's definition of Indigenous research](#), the [Guidelines for the Merit Review of Indigenous Research](#) and [Chapter 9 of the TCPS 2 \(2022\): Research Involving the First Nations, Inuit and Métis Peoples of Canada.](#)

Selection Criteria

Applications will be reviewed using the following weighted criteria:

Merit of the proposal.

Emerging scholar scoring: 10%
Established scholar scoring: 15%

Excellence of the applicant.

Emerging scholar scoring: 10%
Established scholar scoring: 15%

Specific need and urgency of the requested equipment for the SRC program and/or SRC activities.

Emerging scholar scoring: 35%
Established scholar scoring: 25%

SRC Impact — Ability of the equipment to be transformative and impactful to SRC program and/or SRC activities in relation to the applicant's career stage.

Emerging scholar scoring: 30%
Established scholar scoring: 25%

HQP Training — Importance of the requested item(s) for the training of highly qualified personnel (HQP), as relevant to the field.

Emerging scholar scoring: 15%
Established scholar scoring: 20%

Emerging Researcher/Scholar

For the purpose of this funding opportunity, the following definition of an emerging researcher/scholar will be used.

An emerging researcher/scholar is someone who has not yet had the opportunity to establish an extensive record of SRC achievements but is in the process of building one. To identify themselves as an emerging scholar, the applicant must meet at least one of the following criteria:

- Have completed their highest terminal degree no more than seven years before the competition deadline (TMU considers only the date of completion of the first terminal degree).
- Have held a tenured or tenure-track academic appointment for less than seven years total at any institution.

The emerging researcher/scholar window can be adjusted for all eligible approved leaves. Professional leaves (e.g., training, sabbatical, administrative) are not credited.

Communication of Results

Applicants will be informed of the competition results via email no later than July 2026.

Reviewers' comments will be shared anonymously with applicants after the results have been announced.

Additional Guidance and Resources

The following questions are designed to guide applicants toward preparing a successful application. This list is for personal use only and is not included in the application package.

- Have you confirmed on the cover page whether or not you are an emerging scholar?
- Have you explained how your students/HQP will benefit from the requested equipment?

EDI Considerations in the Research Process

It's important to incorporate Equity, Diversity and Inclusion (EDI) considerations into your SRC planning and development. The [NSERC Guide on Integrating Equity, Diversity and Inclusion Considerations in Research](#) is an excellent resource to consider. More information and examples can be found on their website.