Addressing Equity, Diversity & Inclusion in your Grant Application

This document has been prepared as a guide to help researchers address EDI requirements in their grant applications. Please be sure to also check the rules/guidelines provided by the funding organization you are applying to.

General Considerations:
- Aim to demonstrate an awareness of the inequities and barriers that underrepresented groups face and a commitment to eliminating them.
- The general groups of underrepresented individuals in science are:
    - women
    - Indigenous peoples
    - visible minorities
    - people with disabilities
    - LGBTQ2+ community
- Know what the stats are in your specific field of research (use Google, check society webpages, etc.)
- Consider barriers and strategies at multiple levels: your research group, departmental, faculty, institutional, academic field, etc.
- Consider why you are committed to EDI (diverse points of view/backgrounds foster innovation, quality, relevance and impact; move science faster; better serve the needs of diverse stakeholders; it's the right thing to do, etc.)
- For the NSERC Discovery Grant HQP Training Plan, demographic data is not requested or required:
    - You do not need to give specifics (privacy should be protected), but you may choose to describe your lab as: gender balanced, diverse, (or not!), etc.

Recruitment:
- Consider a broader set of qualifications, such as motivation, curiosity, and potential, beyond GPA and publications when screening/ interviewing candidates
- Participate in EDI and outreach initiatives/committees on campus, in your field, and in your community and encourage your HQP to do so as well Engage with, listen to, and share job postings with student/community groups that serve underrepresented groups
- Set aside funds/spaces in your lab for those who come from disadvantaged backgrounds who show high potential but may not be ranked high for scholarships
- Share your job postings widely and leave them up for longer in order to reach more people, use hash-tags and inclusive language
- Keep up to date on funding opportunities for underrepresented groups

Retention

- Use an Individual Development Plan with students/postdocs (this considers their needs and aspirations on an **individual basis** and helps create a plan of action for them which is revised over time)
- Support your HQP with $ to attend conferences/workshops and actively encourage their participation in personal and professional development activities
- Participate in EDI and outreach initiative/committees on campus, in your field, and in your community and encourage your HQP to do so as well
- Take courses and recommend/require them for your HQP:
    - GBA+
    - Sex and gender considerations in health research (CIHR)
    - Bias in peer review (CRC)
- Use wage grids to ensure you are paying appropriately
- If there are no mentors (head/high level) in your department who are female/BIPOC: connect with some! Your diverse mentees need to see diverse mentors in positions they aspire to (500 Women Scientists)
- Ensure safety equipment/wearable items fit all body shapes, etc.
- Use a multi-faith calendar and respect leave requests
- Ensure your team meetings/ team building activities are held at times which are appropriate for your team (i.e. parents of small children, religious activities etc.)
- Create a formal EDI /anti-racism statement and share it in your lab/ website, etc. / discuss at meetings
    - add check-in/ perspective sharing in meetings
    - ask your team what barriers they see for themselves/ those in the field
    - have monthly/quarterly/or semi-annual EDI lab meetings where you discuss EDI topics in your field
- Encourage and model work life balance
- Cite your female/BIPOC colleagues, review their papers in journal clubs, invite them to give talks in your department
- Keep a list of resources for your HQP and encourage them to seek help - share this often and keep it up to date so trainees don't have to go looking for resources when they are in a crisis
    - Sex and gender resources
    - Indigenous Student Resource Centre
    - Internationalization Office
    - ESL MUN
    - Accessibility Services
    - Sexual Harassment Office
    - Professional Development Graduate Students (EDGE)
    - Emergency financial support
    - Childcare Centre
    - Student Wellness and Counselling Centre

- Don't forget to share resources (e.g. groups in the community and online) with your HQP- this is especially important in NL which has less diversity compared to other large Canadian cities and is more isolated (expensive to travel/visit family and friends)

Useful Guides/Reports/Training Modules:

- NSERC **Guide for Applicants: Considering equity, diversity and inclusion in your application**
- Government of Canada: Best Practices in EDI in Research Practice and Design
- CIHR: Integrating Sex & Gender in Health Research (courses)
- Government of Canada: Gender Based Analysis Plus (GBA+) info and GBA+ course
- Triagency: Statement on EDI; action plan; Dimensions Charter
- Unconscious Bias Training
- MUN: EDI-AR Strategic plan; EDI in Employment; SGS on EDI
- Scarborough Charter- Anti-Black Racism and Black Inclusion in Canada
- Universities Canada: EDI