Policy & Process for Evaluating Requests for Letters of Support for Funding Applications

Requestor: Requests for letters of support may be made by a member of RNA Canada ARN.

Intake: All requests are forwarded to chair and vice-chair of the Research Funding Information & Coordination (RFIC) committee (copied to the RNA Canada ARN Secretary) for triage and tracking.

Review Criteria: The RFIC committee assesses fit with RNA Canada ARN's mission, national scope/partnerships involving a critical mass of RNA Canada ARN members (spanning more than a single site), broad-reaching trainee/EDI impact, and flags any issues/COI[1].

Decision & Drafting: The committee recommends support /conditional support/decline with a brief rationale; Secretary of RNA Canada ARN keeps a registry.

Sign-off: The President (or EC delegate) signs. Anyone with a COI is excluded from discussion and sign-off.

Record-keeping: Secretary of RNA Canada ARN maintains a central log and archive of all requests and letters issued.

[1] RNA Canada ARN does not provide Letters of Support to individual researchers outside of broad/large-scale funding opportunities or initiatives.