



Shared Research Facilities – 2021 Call for Proposals

Stage 1 Deadline	Invitation to Stage 2	Stage 2 Development	Final Approval
Aug 31, 2021 (4PM)	Sept 30, 2021	Oct 1 – Nov 30, 2021	Dec 15, 2021

Details

To support the identification, development, planning, and implementation of new shared research facilities on the UBC Okanagan campus, the Office of the Vice-Principal, Research & Innovation is launching a Call for Proposals to solicit information from the research community on shared research infrastructure needs for the campus.

The term “shared research facility” is inclusive of all infrastructure that supports research or knowledge creation activities in any discipline. Responses to this call for proposals are encouraged from scholars and researchers in all research or knowledge creation fields.

The 2021 Call for Proposals is primarily intended to identify cores that could be housed in the new Interdisciplinary Collaboration and Innovation building (ICI).

Definitions & Intent

Shared research facilities are defined as shared resources that provide access to instruments, technologies and/or services provide access to instruments, technologies and/or services where there are obvious benefits to having a shared approach to maintenance, operations, training and access. They can involve any research or scholarly activity in which there are benefits for users to share the infrastructure.

These **benefits** can include:

- Broad access to specialized services, facilities and technology;
- Financial savings resulting from economies of scale and the development and consolidation of in-house maintenance capabilities;
- Availability of skilled operators to ensure skilled use of equipment, enhance data quality and assure safe operations;
- Increased reliability of equipment;
- Reduced duplication of effort.

Shared research facilities should have a significant internal user base, can have external users and must operate as cost recovery centres with a viable sustainability model. Shared research facilities are expected to generate revenues through user-fees or fee-for-service for training, use of instruments, consulting, and specialized services. Many shared research facilities do not recover their full operating costs and it is expected that the institution is a partner in the support and oversight of these facilities.

The **Shared Research Facility Development Program** will be a two-stage process intended to provide resources and support to evaluate proposals for new shared research facilities in the ICI Building on the UBC Okanagan campus. In Stage 1, Deans are invited to respond to this Call for Proposals and submit applications for new shared research facilities on campus. Applications selected for Stage 2 will undergo



a full assessment. The assessment will include a comprehensive business-case, assessing both financial and academic/scientific merit of the proposed shared research facility.

Questions on this call for proposals can be directed to Christine Humphries, Senior Manager Strategic Initiatives and Operations, VPRI at christine.humphries@ubc.ca.

Stage 1: Call for Proposals for new shared research facilities for the ICI building

Deans are invited to submit responses to this call for new shared research facilities on campus using the attached [proposal template](#) (3 pages maximum). The following information is requested:

- Information on proponents, including name of an academic lead. The academic lead will serve as a “champion” of the facility and will act as the representative of the future users of the facility to provide input into the design and technical requirements for the facility in Stage 2 (described below).
- A description of the nature of the shared research facility being proposed and the services to be provided (e.g., equipment, space, personnel). Provide examples of research activities/programs that would be supported.
- A rationale for the creation of the proposed shared research facility and the potential benefits to its users. Include evidence for alignment with existing and/or emerging areas of interdisciplinary¹ research strength as reflected by external competitive funding, faculty recruitment plans, research training needs and strategic priorities.
- Assessment of the potential internal and external user base, including possible new recruits.
- List of proposed equipment (indicate if new or existing), estimated costs and any special building infrastructure requirements (e.g., venting, cooling, heating, vibration).
- Information on anticipated operating needs (e.g., specialized staff, technicians) and anticipated revenue sources to support the long-term sustainability of the facility.

Proposals will be evaluated on their potential to realize the benefits of a shared research facility described above, with recommendations for Stage 2 evaluation submitted to the Okanagan Leadership Council (OLC) for approval.

Submissions to this call for proposals must be emailed by Deans to vprawards.ubco@ubc.ca by **August 31, 2021 at 4:00 PM**.

Stage 2: Development of business cases for proposed shared research facilities

We anticipate inviting 1 to 2 proposals forward to Stage 2. Successful proponents will be notified by September 30, 2021. Stage 2 evaluation and planning activities will be completed over 2 months, from October 1 to November 30, 2021. The VPRI Office will lead Stage 2 but continued involvement of the proposal proponents will be essential.

Stage 2 activities may include:

- Existing asset inventory & evaluation of space implications
- Planning workshops

¹ The term “interdisciplinary” should be understood to fully encompass all research that connects, crosses or falls in between the traditional disciplines of the social sciences, humanities, science, engineering and health, including transdisciplinary, multidisciplinary, convergence research and other approaches at the interface.



- Design consultants, architects
- Scientific/academic review
- External consultants or experts
- Partnership exploration/development
- Potential governance model of the facility

Evaluation and planning will be supported by a team made up of members from the Faculty, VPRI, Infrastructure Development and external consultants as appropriate.

The key outcome of Stage 2 is a **business case assessment** of the proposed shared core facility. Criteria for a strong business case will include:

- Clear evidence that facility provides significant benefits to research community, including:
 - Potential for facility to support critical research/innovation
 - Potential to provide critical services to a community of users
 - Potential to reduce maintenance/operations costs through a shared model
 - Potential to reduce duplication of infrastructure on campus and optimize space use
 - Potential for a sustainable funding model

Final assessments will be presented for OLC consideration and approval by December 15, 2021. Upon approval, shared research facility design will be integrated into ICI planning, with opening date anticipated in 2024.