MITACS is the key link between private sector and post-secondary institutions. Three primary stakeholders participate in each project:

- Academic supervisor,
- Student or postdoctoral fellow, and
- Business or not-for-profit organization.

Based on the student's academic level (MSc, PhD, Postdoc) and the project's timeline, a research proposal can be submitted to a specific Mitacs program at a time.

- MSc, PhD (graduate students) programs: Accelerate, Business Strategy Internship, GLOBALINK
- Postdoctoral fellow programs: Accelerate, Elevate, Business Strategy Internship

Mitacs programs:

1. **Mitacs ELEVATE**:

Elevate includes a research management training program and a postdoctoral fellowship. Funding starts at $60,000, and your partner organization's financial contribution starts at $30,000 per year. Post-doctoral fellows can complete nine internship units (IU) of Mitacs funding, including any combination of Elevate & Accelerate in any order.

Eligibilities for trainee:

- Fulfillment of all PhD degree requirements. Date of graduation from a PhD program should be < 5 years of the proposed start date of the Elevate project.
- Applicants must be able to commit to a two-year Mitacs Elevate fellowship,
- They should not have received > 6 IU of Mitacs Accelerate award during their Master's or PhDs.

Partner organizations must be either:

- a for-profit Canadian corporation
- the Canadian business location of a foreign-owned for-profit corporation with significant Canadian operations
- a not-for-profit corporation, such as an economic development organization, an industry association, a charitable organization, or a social welfare organization. Projects with a not-for-profit organization must have a demonstrable economic or productivity orientation.

Please contact elevate@mitacs.ca to discuss the eligibility of a specific not-for-profit organization.

2. **Mitacs ACCELERATE**:

Each internship unit period spans four months. However, graduate students seeking longer-term funding can also apply for Accelerate Fellowship funding, in which Master's students can complete an 18 or 24-month project and PhD students can complete a three or four-year project. Funding starts at $15,000, and the partner organization's financial contribution starts at $7,500.

Eligibilities: Applicant should be a graduate student. Of note, UBC does not support applications for recently graduated students.

Partner organizations must be either:

- for-profit corporations, including eligible intern-owned start-ups based at approved incubators,
- eligible not-for-profit (NFP) corporations,

- municipalities, and
- hospitals

Projects with an NFP, municipality or hospital partner must demonstrate an economic or productivity orientation, which must be described in the proposal and will be evaluated by the peer reviewers. If you're not sure if a partner is eligible, contact a Mitacs representative or accelerate@mitacs.ca.

3. **Mitacs GLOBALINK**

Globalink initiatives offer two-way mobility between Canada and Mitacs partner countries. Senior undergraduate and graduate students at Canadian universities may be eligible. Mitacs Globalink Research Internship is time sensitive. For eligibility criteria, application availability, and additional information, please see here.

4. **Mitacs Business Strategy Internship**

The award provides either $10,000 or $15,000 per intern to allow them to undertake a four-month internship project with a partner organization in Canada. Interns will work with their academic supervisor to co-design a project with their partner organization to work on the organization's innovation activities, helping them improve their products, processes, or services. Throughout the internship, Mitacs provides online professional development courses to interns through our e-Campus, EDGE.

Eligibilities for trainee: be a registered college, undergraduate, graduate student or postdoctoral researcher at a Canadian academic institution. For other details click here.

Partner organizations must be either:

- a for-profit corporation in Canada
- an incorporated not-for-profit (NFP) organization in Canada
  - Eligible NFPs include charities, economic development organizations, industry associations, social welfare organizations, health organizations, foundations, and research centres/institutes.
- a municipality
- a hospital

Contact your local Mitacs Advisor before drafting your application given it has limited availability. Projects should be designed as four-month internships. Also, notice the Submission Checklist before applying.

A step-by-step high-level summary of the application submission process is provided below.

1. Ensure that you have thoroughly reviewed the eligibility requirements and have been matched with all three partners.
2. Contact Mitacs business representative at the UBC to confirm the eligibilities: Lenny Freilich | 604.250.0997 | email: lfreilich@mitacs.ca
3. Download the proposal package from the MITACS website, for Accelerate program click here, for Elevate program click here. You may need to create an account in MITACS Registration and Application Portal (RAP) to access the proposal template targeted to the program you aim to apply for (e.g., in Business Strategy Internship or Elevate).
4. Review the guide when you begin writing your proposal, for Accelerate program click here, for Elevate program click here.
5. Contact MITACS business representative at the UBC, once the proposal is completed for their pre-submission review.
6. Collect necessary signatures from all parties once the proposal is confirmed by the MITACS representative.
7. Complete the Research Project Information Form (RPIF) of the UBC Office of Research Services. The RPIF is required to: identify funding partner(s), understand the resources required for the project, identify any budgetary issues that may need to be addressed, and collect the necessary department and faculty approvals.

Applications must be submitted to ORS at least two full working days prior to the sponsor competition deadline to ensure that they can be reviewed.

8. Collect signature from the
    -   Department head of medicine:
        Dr. Anita Palepu assistant at PHC is Amy Zhou (azhou@providencehealth.bc.ca); For studies at VCH: Dr. Teresa Tsang can sign on Dr. Palepu's behalf.
    -   Centre Director: CCI Centre Director is Dr. David Wood.
    -   Dean's signature:Dr. Darryl Knight is Associate Dean of Research for Providence Research site
        For signature contact Donna Lei at donna.lei@providencehealth.bc.ca
        Dr. Teresa Tsang is Associate Dean of Research for VCHRI site.
        They will sign on behalf the Dean on the RPIF
9. Submit RPIF at ors@ors.ubc.ca.
10. Create an account in MITACS online Registration and Application Portal (RAP). The academic supervisor may open an account.
11. Invite each of the student/postdocs or industry partner (an email will be sent to them via the website) to complete their profiles at the MITACS online application portal.
12. Attach all the necessary documents based on the checklist in the proposal package. (e.g., CVs, proposal, letter of recommendation) and complete all necessary sections.
13. Be sure to disclose any potential conflicts of interest that might arise from any of the involved parties.
14. After completing the MITACS application, generate a PDF of the entire application within the Mitacs platform, and send it to UBC ORS for their signature.
15. Once you've obtained the signature from the ORS office, remove the single page containing the signature from the application, and then attach it to the designated location on the Mitacs website.
16. Submit the application after the final review by all parties. Please note that the application review period may range from 6 to 8 weeks.
17. Submit an ethics application if the response this question "does the project involve the use of humans, animals or biohazardous materials?" in the RPIF form was yes. Please be aware that if the project requires ethics approval, the ORS will not release any funds until the approval is provided to them.
18. Make sure to list Mitacs as a funding agency in your ethics application and include the FAS number (grant number in the RPIF form) in the application.
19. Once the ethics application is submitted, you need to submit Institutional approval (e.g., VCH Operational Approval) if required depending on the use of resources/data from a specific hospital. The obtained approval form needs to be sent to the ORS office: sybil.zhang@ors.ubc.ca.
    For VCH Operational approval signatures:
    -   Request for Department Head's Signature to be addressed to Aimee Patino: aimee.patino@vch.ca, the administrative assistant for Dr. Kenneth Gin. Head of Department of Medicine – Vancouver Acute
    -   Request for Division Head's Signature to be addressed to Kimberley Ljubic-Palis: Kim.Ljubic@vch.ca, the administrative coordinator for David Wood, Head, Division of Cardiology and Medical Director, Cardiology Sciences Program (VCH)
20. If the project is accepted, Mitacs will send an acceptance letter and the industry partner will receive the invoice for their respective payment. Partner funds should be sent directly to Mitacs by the partner organization. Mitacs charges GST/PST/HST on partner funds and must receive partner funds before sending funds to the ORS office.
21. Once the funds are released to the ORS office and the ethics application, associated with the FAS number if provided, is received, the ORS office will contact with the supervisor/trainee and provide available grant information in Workday.
22. Contact the ORS office if you have any inquiries about the process: sybil.zhang@ors.ubc.ca
23. At the end of each project, the trainee needs to submit a final report and exit survey summarizing project results and experiences.