**IMPORTANCE OF COLLECTING PERFORMANCE DATA**

Thank you for taking the time to complete this report. Support provided by the program is an investment by Canadian taxpayers. The program’s accountability responsibilities regarding the use of grant funds include reporting to the Government of Canada and program stakeholders, including Canadian taxpayers, about who receives support, and how funds are used to meet the program’s objectives. To help ensure accountability to stakeholders, grant recipients must report on progress annually, and are expected to publicly acknowledge their grant funding to bring awareness to the value and impact of the program within the Canadian and international research enterprise. The information provided in this form will be aggregated to generate performance information on the program as a whole.

**Privacy Notice Statement**

The Tri-agency Institutional Programs Secretariat (TIPS) manages the following programs: Canada Research Chairs Program, Canada Excellence Research Chairs Program, Canada 150 Research Chairs Program, Canada First Research Excellence Program and the Research Support Fund. TIPS is strongly committed to the protection of all personal information collected and used in the operation and management of its activities.

All personal information provided herein will be used and disclosed in accordance with the [Privacy Act](http://laws-lois.justice.gc.ca/eng/acts/p-21/) and the [Access to Information Act](http://laws-lois.justice.gc.ca/eng/acts/a-1/). These acts*Privacy Act* protect personal information against unauthorized collection, use, retention and disclosure and give Canadian citizens, permanent residents and any individual or corporation present in Canada the right to access their personal information that is held by the Government of Canada.

**For more information:** The [Social Sciences and Humanities Research Council's (SSHRC) Info Source](http://www.sshrc-crsh.gc.ca/transparency-transparence/atip-aiprp/infosource-eng.aspx) (personal information bank SHR PPU 016), the [Natural Sciences and Engineering Research Council’s Info Source](http://www.nserc-crsng.gc.ca/ATIP-AIPRP/InfoSource-InfoSource/Index_eng.asp), and the [Canadian Institutes of Health Research’s Info Source](http://www.cihr-irsc.gc.ca/e/47695.html) describe in more detail the personal information collected, used, and disclosed. SSHRC’s [Collection, Use and Disclosure of Personal Information](http://www.sshrc-crsh.gc.ca/funding-financement/policies-politiques/g_personal_info-s_info_personnelles-eng.aspx) page provides further information on SSHRC’s privacy practices, including its Statement of Privacy Principles.

**Your rights under the *Privacy Act*:** In addition to protecting your personal information, the *Privacy Act* gives you the right to request access to and correction of your personal information. For more information about these rights or about our privacy practices, please contact SSHRC’s ATIP Coordinator at 613-992-1058 or ATIP-AIPRP@sshrc-crsh.gc.ca. You also have the right to file a complaint with the Office of the Privacy Commissioner if you think your has been mishandled.

**Legislative authority for the collection of personal information:** authority to collect personal information derives from the [Social Sciences and Humanities Research Council Act](http://laws.justice.gc.ca/eng/acts/S-12/).

**Purpose of data collection:**

TIPS only collects the information needed to administer and monitor the program. The information and data you provide will be used to generate aggregated data on the program, report to the government and the Steering Committee on the program’s investments,and provide input for decision-making and program evaluation. The information provided by applicants and awardees in the self-identification form will be used to determine if there are any systemic barriers within TIPS’ programs that may be impacting individuals from the four designated groups (women, members of visible minorities, Indigenous peoples and persons with disabilities, as defined within the [federal *Employment Equity Act*](http://laws-lois.justice.gc.ca/eng/acts/e-5.401/)).

**Consequences for refusing to provide personal information:** Refusal to provide information identified as mandatory in reporting forms as applicable may result in funding being put on hold until the full report is received by TIPS.

**Commitment to Equity, Diversity and Inclusion:** The Government of Canada is committed to excellence in research and research training for the benefit of Canadians. Achieving a more equitable, diverse and inclusive Canadian research enterprise is also essential to creating the excellent, innovative and impactful research necessary to seize opportunities and for responding to global challenges. As such, the program is committed to the federal government’s policies on non-discrimination and [employment equity](https://www.canada.ca/en/treasury-board-secretariat/topics/values-ethics/diversity-equity.html).

**Why should I self-identify?**

Although filling out the form and submitting it with your application is mandatory, self-identifying in one of the four designated groups is voluntary. Choosing not to self-identify will have no consequence for your or your host institution’s relationship with TIPS as either an applicant or an awardee. However, all individuals are encouraged to self-identify, where applicable, as the information at an aggregate level is necessary to monitor, evaluate and develop policies to improve (as necessary) the level of equity, diversity and inclusion within the program. Note that access to this information by TIPS employees will be strictly limited within TIPS and that this information will not, at any time, be shared with external reviewers or committee members and will not be used as part of the evaluation of your nomination, application or research progress.

**Confidentiality**: As outlined above, TIPS is strongly committed to the protection of all personal information collected and used in the operation and management of its activities.

**NOTE**: By submitting your information, you are confirming that you have read and understood the Privacy Notice Statement outlined above and provide your personal information in accordance with it.

**Questions:** For any questions or concerns related to this self-identification form please contact TIPS atinformation@cerc.gc.ca or 613-996-0348. If you require technical support, please contact our helpdesk at 613-995-4273 or websupport@chairs.gc.ca.

**1. Name and Language**

Surname or family name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Given name and initials: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Preferred language of correspondence:

* French
* English

 **2. Self-Identification**

**2.1 Age:**

* What is your year of birth? \_\_\_\_\_\_\_\_\_\_\_
* I prefer not to answer at this time.

**2.2 Gender:**

Please check the box(es) that best describes you:

* Woman
* Man
* Gender fluid and/or non-binary. Please specify (optional)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* I prefer not to answer at this time.

**2.3 Do you identify as an Indigenous person, that is, First Nations (North American Indian), Métis, or Inuit?**

Note: First Nations include Status and Non-Status Indians.

* Yes. Please specify (optional)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* No
* I prefer not to answer at this time.

**2.4 Do you identify as a member of a visible minority?**

**Note:** Visible minority includes persons who are non-Caucasian in race or non-white in colour and who do not report being Indigenous. This includes Black, Chinese, Filipino, Japanese, Korean, South Asian or East Indian, Southeast Asian, non-white West African, North African or Arab, non-white Latin American, persons of mixed origin (with one parent in one of the visible minority groups in this list), or other visible minority group.

* Yes. Please specify (optional)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* No
* I prefer not to answer at this time.

**2.5 Do you identify as a person with a disability?**

Note: A person with a disability is a person who has a long-term or recurring physical, mental, sensory, psychiatric or learning impairment and who:

* considers themselves to be disadvantaged in employment by reason of that impairment;
* believes that an employer or potential employer is likely to consider them to be disadvantaged in employment by reason of that impairment; and/or
* includes persons whose functional limitations owing to their impairment have been accommodated in their current job or workplace.
* Yes. Please specify (optional)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* No
* I prefer not to answer at this time.

**2.6 Please complete the following questions related to citizenship**

Please check the box that describes your citizenship status (check as many that apply):

[ ]  Canadian

[ ]  Permanent resident in Canada since:

[ ]  Other - Please specify country or countries (optional):

[ ]  I prefer not to answer at this time

Have you applied for permanent residency in Canada?

[ ]  Yes

[ ]  No

[ ]  Not applicable

[ ]  I prefer not to answer at this time

Note: Successful non-Canadian chairholders are strongly encouraged to live in the same Canadian province in which they work. This is to avoid undue hardship related to the process of becoming a permanent resident.

Are you a Canadian citizen (or former Canadian citizen) returning to Canada?

[ ]  Yes

[ ]  No

[ ]  Not applicable

[ ]  I prefer not to answer at this time