User Guide:

Downloading Annual Grant Data from CIHR, SSHRC, NSERC and CFI

Overview

This document guides the user through the steps required of each grant agency's search interface to obtain the most recently updated results for the most recent fiscal year.

Open Government Data offers anyone with an internet connection to download federal grant distribution records. Phase II of Expertise Dashboard includes historical grant data from four primary sources: The Canadian Institutes of Health Research (CIHR), The Social Sciences and Humanities Research Council (SSHRC), The National Science and Engineering Research Council (NSERC) and the Canadian Foundation for Innovation (CFI).

These databases are accessible through public-facing search interfaces, and data is updated annually. No API currently exists to automate data extractions, so once per fiscal year, new data sets need to be manually downloaded and added to the data repository hosted in AWS S3.

*Screenshots used in this document are current as of December 2022. It is possible that changes to these search systems may occur in the future.

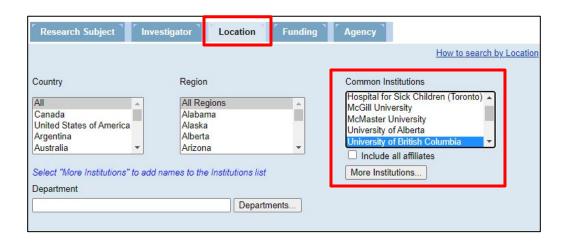
CIHR

Use URL: https://webapps.cihr-irsc.gc.ca/cris/search

The Canadian Research Information System is the search engine that contains CIHR funding data. The Search Criteria Menu allows the user to filter results based on specific criteria. Use the **Location, Funding** and **Agency** menus.



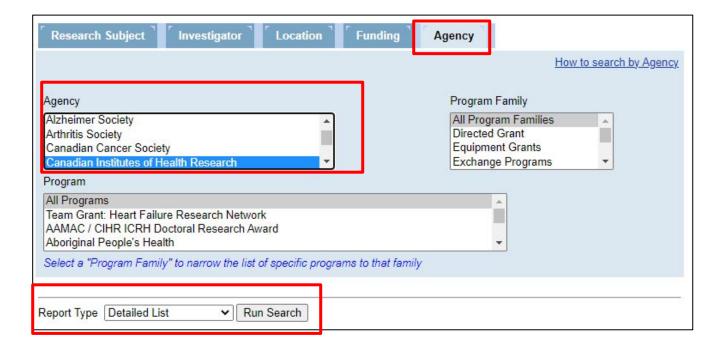
 Click on Location. Under Common Institutions, select "University of British Columbia".



2. From the **Funding** menu, under **From** and **To**, select the date range for the data you wish to retrieve.



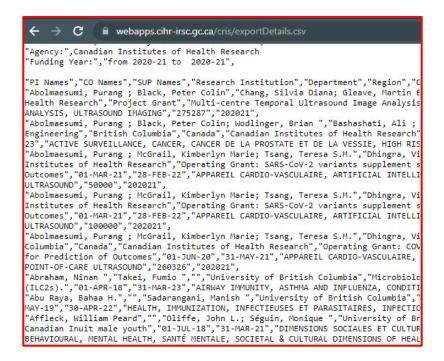
- 3. From the **Agency** menu, under **Agency**, select **Canadian Institutes of Health Research**.
- 4. For **Report Type**, make sure *Detailed List* is selected and then click **Run Search**.



5. The search results will be displayed in your web browser. Now, at the bottom of the page, check the box **Show amounts by fiscal year**, and then click **Export Full Details of Search Results**.



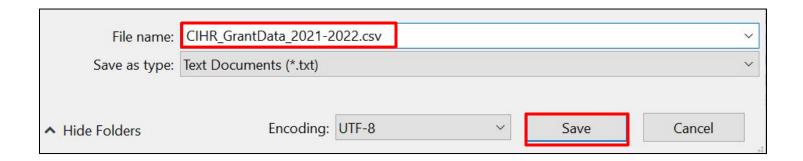
This will produce a .txt file that will display in your web browser.



7. Select and *Copy All* of the text from the browser window and paste it into a plain-text editor like Notebook(Windows) or TextEdit (Mac). The result should look like the image below:

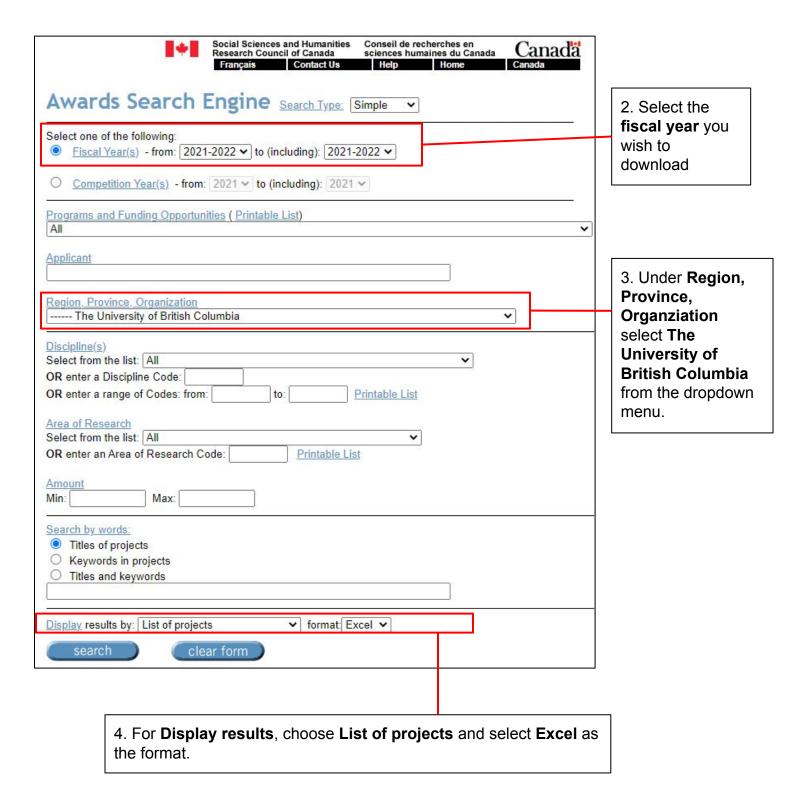
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8. Go to **File**→**Save As** and rename this file something more descriptive like CIHR_GrantData_2021-2022 and change the extension .txt to .csv then click Save.

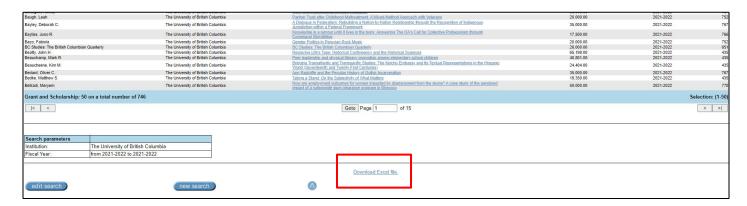


SSHRC

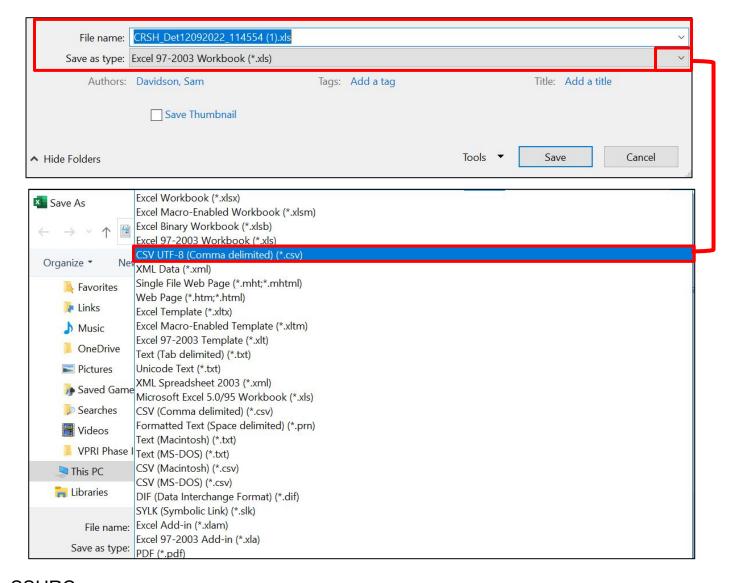
 Go to the SSHRC Awards Search. Use URL http://www.outil.ost.uqam.ca/CRSH/RechProj.aspx?vLangue=Anglais



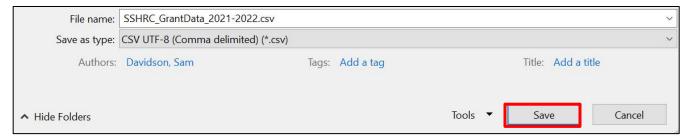
5. The results will display in the web browser. At the bottom of this results page click the option **Download Excel File** to download the full results.



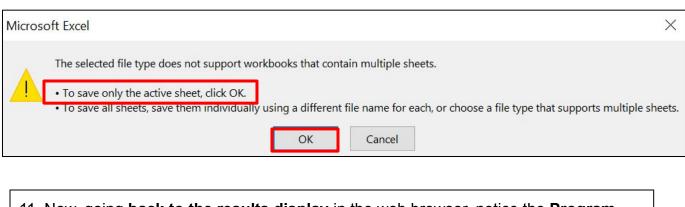
- 6. When the .xlsx file has been downloaded, open it and go to File→Save As
- 7. Choose your saving location
- 8. Next, rename this file something more descriptive, such as SSHRC_GrantData_2021-2022 and change the file type to .csv from the Save as type dropdown menu



9. The result should look like the following image. Click **Save.**



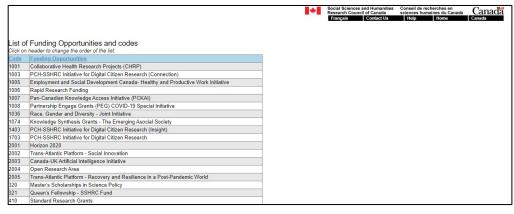
10. A dialogue box will appear. Click **OK** to save only the **active sheet**, which is sheet 1 from the .xlsx results.



11. Now, going **back to the results display** in the web browser, notice the **Program Code Column** on the left-hand side. We need to download a glossary of SSHRC Program Codes to match with these results.



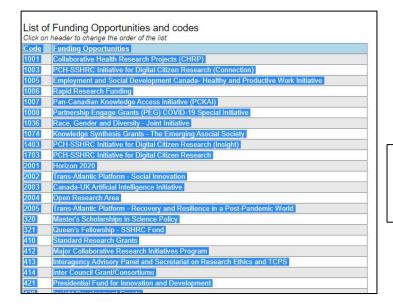
12. Go to SSHRC List of Funding Opportunities and Codes. Use URL http://www.outil.ost.uqam.ca/CRSH/Liste_Info.aspx?Info=5&Langue=2



SSHRC

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14. Next select only the rows of the table, including the column name (Code and Funding Opportunities) by clicking and dragging the mouse over the table contents. Make sure you have not selected text or images outside of the table data.



15. Copy and paste this into a blank Excel sheet.

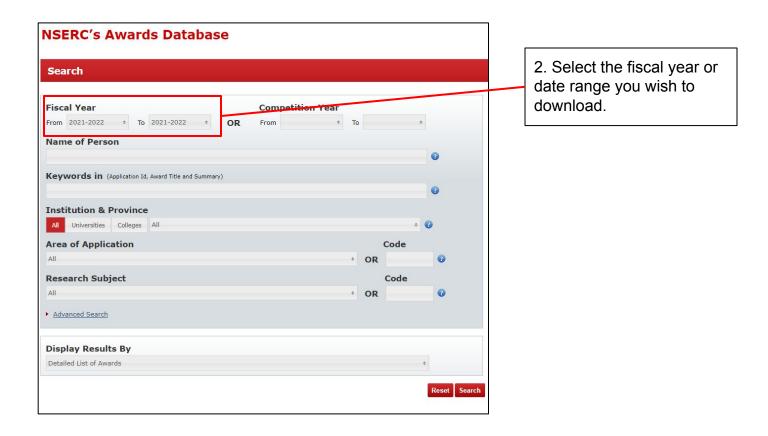
16. Next, as before, go to **File**→**Save As**, name this file **sshrc_program_codes** and save as a CSV file by selecting **Comma Separated Values (*.csv)** as the file type/extension.

Save this **sshrc_program_codes.csv** file in the same folder location as the SSHRC grant data file. Open it with a text editor to verify that the format is similar to this:

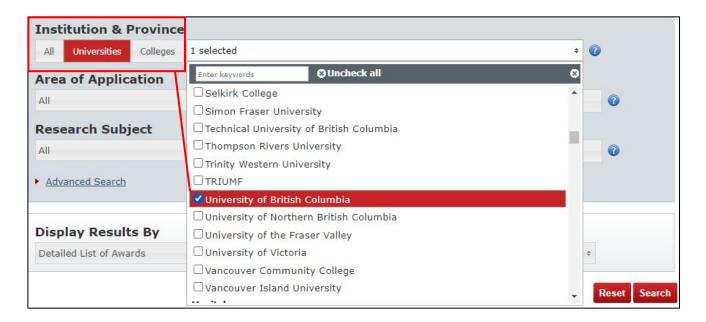
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Code, Funding Opportunities
1001, Collaborative Health Research Projects (CHRP)
1003, PCH-SSHRC Initiative for Digital Citizen Research (Connection)
1005, Employment and Social Development Canada- Healthy and Productive Work Initiative
1006, Rapid Research Funding
1007, Pan-Canadian Knowledge Access Initiative (PCKAI)
1008, Partnership Engage Grants (PEG) COVID-19 Special Initiative
1036, "Race, Gender and Diversity - Joint Initiative"
1074, Knowledge Synthesis Grants - The Emerging Asocial Society
1403, PCH-SSHRC Initiative for Digital Citizen Research (Insight)
1703, PCH-SSHRC Initiative for Digital Citizen Research
2001, Horizon 2020
2002, Trans-Atlantic Platform - Social Innovation
2003, Canada-UK Artificial Intelligence Initiative
2004, Open Research Area
2005, Trans-Atlantic Platform - Recovery and Resilience in a Post-Pandemic World
320, Master's Scholarships in Science Policy
321, Queen's Fellowship - SSHRC Fund
410,Standard Research Grants
412, Major Collaborative Research Initiatives Program
413, Interagency Advisory Panel and Secretariat on Research Ethics and TCPS
414, Inter Council Grant/Consortiums
421, Presidential Fund for Innovation and Development
430, Insight Development Grants
435, Insight Grants
489, Parental Leave - Research Grants and Partnerships
501, INE Research Grants
502, INE Outreach Grants
503, INE Development Grants
504, Crossing Boundaries Research Initiative
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NSERC

 Go to NSERC's Awards Database. Use URL https://www.nserc-crsng.gc.ca/ase-oro/index_eng.asp



3. Under Institution & Province, select Universities and then select University of British Columbia from the dropdown menu.

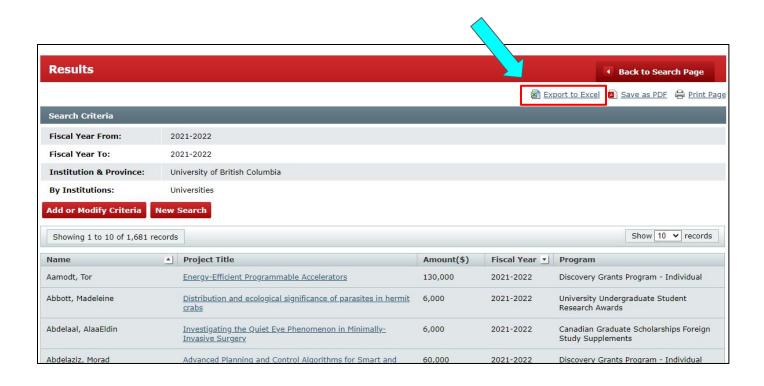


4. Then choose to **Display Results By** *Detailed List of Awards*, and click Search.



This search will display results in your web browser.

5. Click the **Export to Excel** option in the top left-hand corner to download an .xlsx file.



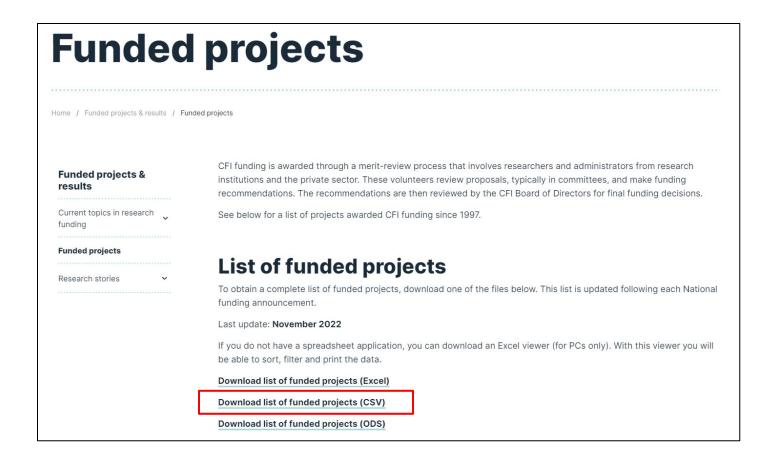
Now that you have downloaded the .xlsx file, convert this to a .csv following the same steps taken for the SSHRC data.

- Open the .xlsx in Excel
- Go to File→Save As
- Rename the file, for example, NSERC GrantData 2021-2022
- Change the file type to .csv from the dropdown menu
- Click Save

CFI

Go to CFI Funded Projects. Use URL

https://www.innovation.ca/projects-results/funded-projects-0



You can download bulk grant data by clicking on **Download list of funded projects (csv)**. Rename this file **CFI_BulkData_YYYY-MM-DD**. While this file contains bulk national data, relevant UBC data will be parsed in the backend of the application.