

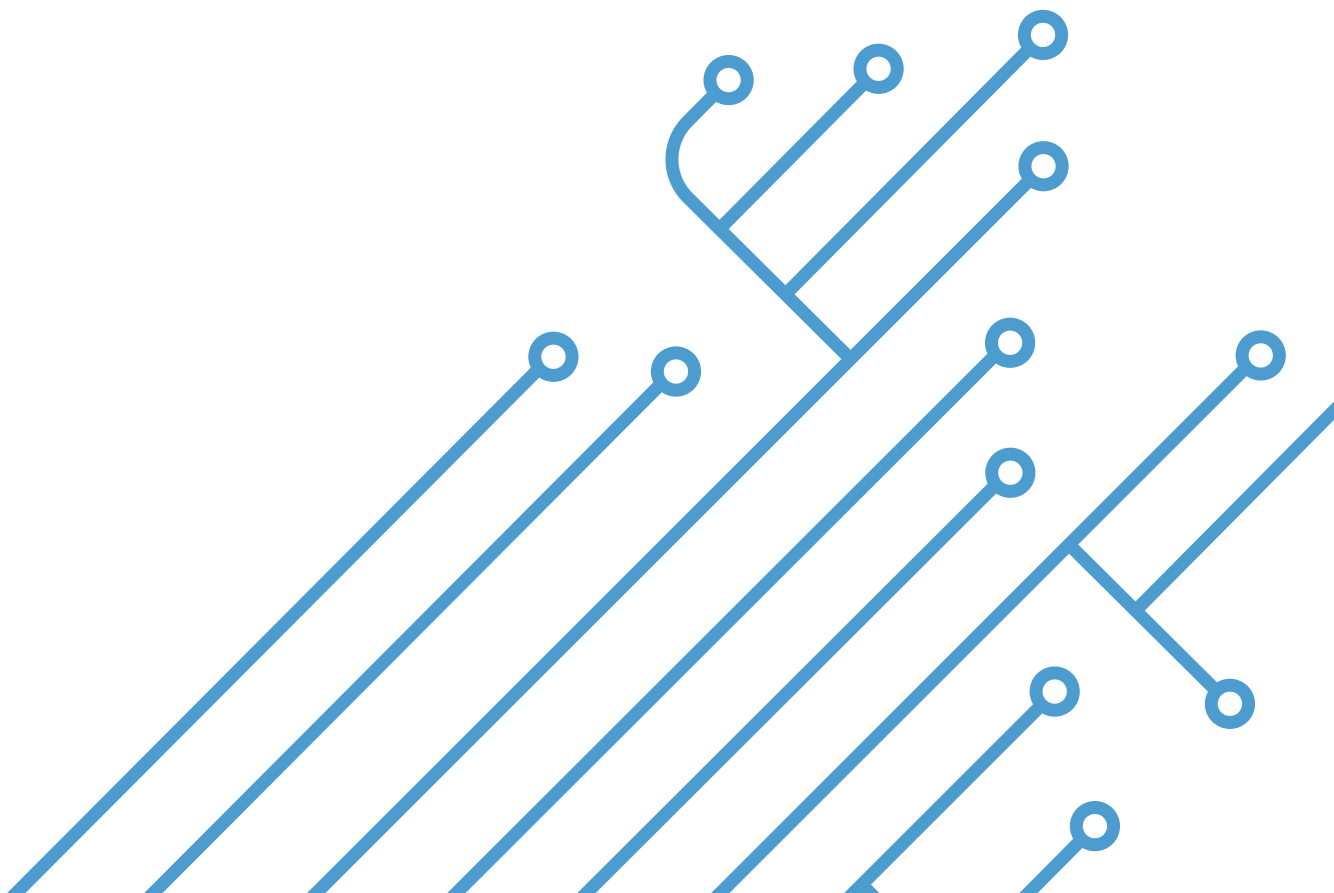
# NDRIO

New Digital  
Research Infrastructure  
Organization

# NOIRN

Nouvelle organisation  
d'infrastructure de  
recherche numérique

## Membership Introduction and Application Form



# Introduction

The New Digital Research Infrastructure Organization (NDRIO) is currently accepting applications from the research and Digital Research Infrastructure (DRI) communities to apply for membership. NDRIO is a collaborative, member-based organization that will coordinate funding and strategic directions for national DRI activities related to advanced research computing (ARC), data management (DM) and research software (RS) to provide Canadian scholars and scientists with equitable access to cutting-edge digital infrastructure and tools to reap major benefits in research excellence, offer improved service delivery and facilitate Canada's global research leadership across all disciplines.

You can be a part of an engaged membership culture at NDRIO, as the new organization assumes its very important role helping to ensure Canada's researchers have access to the integrated, sustainable and coordinated DRI ecosystem they need to participate in world-class research.

The process and timing for member recruitment aligns with the requirements of our Contribution Agreement with the Government of Canada, the organization's [By-Laws](#) as a federally incorporated not-for-profit organization and our [Governance and Membership Model](#).

Membership is not required to access the programs of NDRIO, which will be made available to eligible researchers and research institutions across Canada. However, NDRIO's governance will rest and draw upon the engagement and commitment of its membership.

**Note:** In order to ensure eligibility to attend the first Annual General Meeting (AGM) on September 24, 2020, the membership application form and fees must be received by August 24, 2020. Applications received after August 24, 2020, will be processed after the AGM in September 2020.

## Membership

There are two categories of membership: Primary Members (Voting) and Associate Members (Non-Voting). Members will name two representatives who will receive notices and attend meetings. In the case of Primary Members, one representative will vote on behalf of the Member institution.

### Primary Members (Voting)

Primary membership, which provides for voting, is available to public post-secondary institutions, research hospitals and/or affiliated institutes that are eligible for Tri-Council grants. Primary Members must have an explicit research mandate and demonstrable research activities.

*Annual fees for Primary Members range from \$5,000 to \$15,000 for the full year. Members who pay the full annual fee by August 24, 2020 will be eligible to attend the first AGM on September 24, 2020. Applications received after August 24, 2020 will be processed after the AGM in September 2020 and will have a pro-rated fee equivalent to half of a full year's fees for the 2020-21 year. NDRIO's membership year runs from April 1 to March 31.*

Membership fees will be assessed based on the level of self-declared and verifiable research income received by the institution from the Tri-Council in the last fiscal year (i.e. 2019-2020). Prospective Primary Members will be asked to declare their income. The fee schedule, based on five (5) levels of research income, is described in the table below.

The rights and responsibilities of Primary Members include:

- attendance at, participation in, and voting at all annual general meetings
  - To ensure eligibility to attend NDRI's first AGM on September 24, 2020, this year's membership application and full annual fee must be **received by August 24, 2020**;
- the opportunity to nominate researchers to the Researcher Council;
- the opportunity to advise the Board of Directors on the strategic direction, policies and programs of the new organization; and
- the opportunity to sit on advisory/ad-hoc committees or other bodies that may be established by the new organization to fulfil its responsibilities.

Additional member program development will take place this fiscal year.

## Primary Membership Fee Schedule

1. Annual fee structure for Primary Membership applications (Voting Members), to be **received by August 24, 2020** to ensure participation in NDRI's first AGM on September 24, 2020:

Research Income Range	Annual Fee
More than \$20M	\$15,000
\$10M to \$20M	\$13,000
\$5M to <\$10M	\$11,000
\$2M to <\$5M	\$8,000
Less than \$2M	\$5,000

2. Fee structure for Primary Membership applications and fees received **after August 24, 2020** and therefore **not eligible to attend the AGM** on September 24, 2020:

Research Income Range	Pro-Rated Fee*
More than \$20M	\$7,500
\$10M to \$20M	\$6,500
\$5M to <\$10M	\$5,500
\$2M to <\$5M	\$4,000
Less than \$2M	\$2,500

\* After August 24

Members will be required to renew each year. NDRI's next membership year will align with the organization's next fiscal year, April 1, 2021 to March 31, 2022.

## Associate Members (Non-Voting)

Associate Members may be organizations with DRI-related associations that have a significant amount of activity in one of the three DRI pillars – ARC, DM and/or RS. Associate Members are non-voting, but may attend annual meetings of the organization. Associate Members may also be asked to participate on advisory or ad-hoc committees and/or provide advice in their areas of expertise as appropriate. Associate Members will pay a flat-rate membership fee of \$500 for the membership year, and must be approved by the Board of Directors.



## Membership Application Form

Please send the completed Membership Application Form, signed by an authorized signatory, **by Monday, August 24, 2020**. Please select your membership category (i.e. Primary or Associate) and if Primary, please indicate your level of research income and the associated fee as per the fee schedule. Membership for this term is April 1, 2020 to March 31, 2021.

All confirmed and paid Members will be entitled to participate in the AGM on September 24, 2020. Further details about the first AGM will be communicated as soon as possible.

So far in 2020, more than 135 Canadian post-secondary institutions, research hospitals and other organizations in the DRI space have joined NDRIO as members. We look forward to continuing to have an engaged and committed membership in NDRIO, as the organization continues its essential role helping to ensure Canada's researchers have access to the integrated, sustainable and coordinated DRI ecosystem they need to participate in world-class research.

If you have questions or comments about membership, please write us at:  
[NDRIO-NOIRN@EngageDRI.ca](mailto:NDRIO-NOIRN@EngageDRI.ca).

## Membership Application Form

### 1. Institution Information

#### Institution Information

Name of Institution: \_\_\_\_\_

Mailing Address 1: \_\_\_\_\_

Mailing Address 2: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ General Email: \_\_\_\_\_

### 2. Eligibility Criteria

#### Criteria (Check (✓) all that apply)

- Post-secondary, publicly funded degree- or diploma-granting institution
- Research hospital and/or affiliated institute that meets the institutional requirements of the Canadian Institutes of Health Research (CIHR)
- Eligible for Tri-Council grants; signatory to Agreement on the Administration of Agency Grants and Awards by Research Institutions
- Organization with DRI-related associations that have a significant amount of activity in one of the three DRI pillars – ARC, DM and/or RS

### 3. Membership Category Selection

#### Please Select One

- Primary Member (Voting)
- Associate Member (Non-Voting)

### 4. Membership Representatives

Each Member organization will identify two representatives, Primary and Secondary, who will receive notices, communications, attend meetings and be empowered to speak on behalf of the Member.

In the case of Primary Members, one representative (Primary Representative assumed) will vote on behalf of the Member institution. If the Primary Representative is unable to vote, the Secondary Representative will do so.

Please complete Section 5 if applying for Primary Membership (Voting). Please complete Section 6 if applying for Associate Membership (Non-Voting).

## 5. Primary Membership (Voting)

### 5a. Primary Member Representatives

#### Primary Representative

Position/Title: \_\_\_\_\_ Honorific: \_\_\_\_\_

Name: \_\_\_\_\_ Preferred Name: \_\_\_\_\_

FR/EN: \_\_\_\_\_

Mailing Address (if different than Organization address)

Mailing Address 1: \_\_\_\_\_

Mailing Address 2: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Additional Information: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

#### Secondary Representative

Position/Title: \_\_\_\_\_ Honorific: \_\_\_\_\_

Name: \_\_\_\_\_ Preferred Name: \_\_\_\_\_

FR/EN: \_\_\_\_\_

Mailing Address (if different than Organization address)

Mailing Address 1: \_\_\_\_\_

Mailing Address 2: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Additional Information: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## 5. Primary Membership (continued)

### 5b. Primary Member – Fee Schedule

Please identify the Primary Member's verifiable research income received by the institution from the Tri-Council in the last fiscal year (i.e. 2019-2020). Prospective Primary Members (Voting) will be asked to declare their income.

Fees for Primary Member Applicants must be **received by August 24, 2020**, enabling eligibility to attend the first AGM on September 24, 2020.

Research Income Range	Fee	Select
More than \$20M	\$15,000	<input type="checkbox"/>
\$10M to \$20M	\$13,000	<input type="checkbox"/>
\$5M to <\$10M	\$11,000	<input type="checkbox"/>
\$2M to <\$5M	\$8,000	<input type="checkbox"/>
Less than \$2M	\$5,000	<input type="checkbox"/>

## 6. Associate Membership (Non-Voting)

### 6a. Associate Member Representatives

#### Primary Representative

Position/Title: \_\_\_\_\_ Honorific: \_\_\_\_\_

Name: \_\_\_\_\_ Preferred Name: \_\_\_\_\_

FR/EN: \_\_\_\_\_

Mailing Address (if different than Organization address)

Mailing Address 1: \_\_\_\_\_

Mailing Address 2: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Additional Information: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## 6. Associate Membership (continued)

### Secondary Representative

Position/Title: \_\_\_\_\_ Honorific: \_\_\_\_\_

Name: \_\_\_\_\_ Preferred Name: \_\_\_\_\_

FR/EN: \_\_\_\_\_

Mailing Address (if different than Organization address)

Mailing Address 1: \_\_\_\_\_

Mailing Address 2: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Additional Information: \_\_\_\_\_

### 6b. Associate Member – Fee Schedule

Please note that all eligible institutions that elect to be Associate Members pay an annual membership fee of \$500. Associate Membership must be approved by the NDRIO Board of Directors.

## 7. Membership Authorization

\_\_\_\_\_

Signature

\_\_\_\_\_

Title of authorized signatory

\_\_\_\_\_

Date

## 8. Membership Fee Payment Information

Membership fee payments are to be paid by cheque or EFT only and made payable to 11593765 Canada Association, with a preference for EFT payment. Credit card payments are not accepted.

For all payments, please clearly identify the Organization for which the payment is being made.

### Organization Accounts Payable Contact Information

Name: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

### Electronic Fund Payments (EFT)

Instructions for electronic fund payments are available on the following page.

### Payment by Cheque

Please make cheque payable to:

**11593765 Canada Association**

Please send payment to:

11593765 Canada Association

P.O. Box 48008, Davisville Post Office

Toronto, ON M4S 3C6

If you have questions, please send them to [NDRIO-NOIRN@EngageDRI.ca](mailto:NDRIO-NOIRN@EngageDRI.ca)



# NDRIO | NOIRN

New Digital  
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Nouvelle organisation  
d'infrastructure de  
recherche numérique

## 11593765 Canada Association Instructions for Paying by Electronic Funds Transfer (EFT)

11593765 CANADA ASSOCIATION 0018

DATE 2 0 - -  
Y Y Y Y M M D D

PAY to the order of \_\_\_\_\_ \$ \_\_\_\_\_

VOID

BMO Bank of Montreal  
269 LAURIER AVENUE WEST  
OTTAWA, ON K1P 5J9

11593765 CANADA ASSOCIATION

PER \_\_\_\_\_

PER \_\_\_\_\_

⑈0000 18⑈ ⑆00056⑆00 1⑆ 1988⑆688⑈

Institution Number: 001

Transit Number: 00056

Account Number: 1988688

### When paying by EFT, please:

- Reference your institution/association name in the EFT so that we can identify your payment.
- Email your remittance advice and, as applicable, proof of your Compute Canada payment to [Invoicing-Facturation@EngageDRI.ca](mailto:Invoicing-Facturation@EngageDRI.ca)

#### Business Address:

11593765 Canada Association  
C/O Universities Canada  
1710-350 Albert Street  
Ottawa, Ontario  
K1R1B1

#### Mailing Address:

11593765 Canada Association  
PO Box 48008  
Davisville Post Office  
Toronto, Ontario  
M4S3C6

#### Inquiry Email address:

[Invoicing-Facturation@EngageDRI.ca](mailto:Invoicing-Facturation@EngageDRI.ca)

#### HST/GST Number:

774320873RT001