



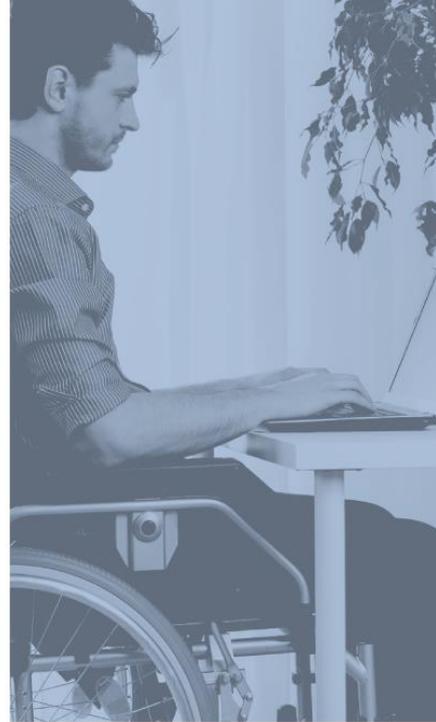
SSHRC  CRSH

Insight Development Grants Funding Opportunity

December 2017

Presentation overview

- Objectives and features
- Structure of committees
- Preparing and submitting the application
- Verifying eligibility
- Reviewing applications



OBJECTIVES AND FEATURES



Objectives



General features



Emerging scholars



Established scholars

OBJECTIVES

- Support research in its initial stages
- Delve deeper into new research questions, experiment with new methods, theoretical approaches and/or ideas
- Support research deemed meritorious through peer review and/or panel assessment
- Provide future scholars with training opportunities
- Contribute to the advancement of theory and/or methodology
- Support disciplinary and multidisciplinary research

GENERAL FEATURES

- **APPLICANT** Principal investigator, emerging or established, working alone or in a team
- **CO-APPLICANT** Scholars affiliated with a postsecondary institution (may be abroad)
- **LENGTH** 1 to 2 years
- **VALUE** \$7,000 - \$75,000
- **FUNDING** Separate budget provided for emerging scholars (minimum 50 percent of the envelope)
- **APPLICATION** One-step application process
- **DEADLINE** February 2, 2018
(Please contact your institution for the internal deadline)

EMERGING SCHOLAR APPLICANTS

→ Criteria

- Have not applied successfully, as principal investigator or research director, for a grant offered as part of a funding opportunity from three organizations (SSHRC, NSERC, CIHR) with the exception of knowledge mobilization grants like Connection and Knowledge Synthesis grants
 - Meet at least one of the following criteria:
 - Have completed their highest degree in the past six years
 - Have held a tenured or tenure-track postsecondary appointment in the past six years
 - Hold a postsecondary appointment, but not a tenure-track position
 - Have had their career significantly interrupted or delayed for health or family reasons within the past six years
- Project may be entirely new or build on research conducted during graduate studies

ESTABLISHED SCHOLAR APPLICANTS

- By definition, an established scholar is someone who has established—or who, since the completion of his or her highest degree, has had the opportunity to establish—a record of research achievement.
- Applicants must clearly demonstrate how the proposed research is distinct from previous research.
- The committee may award a failing score for the Challenge criterion if the distinction between the proposed and current research is not sufficiently clear.
- Established scholar IDGs make it possible to conduct research in new fields using new processes, carry out pilot studies, etc.
- IDGs do not support the current research of established scholars. Refer instead to the funding opportunity for [Insight Grants](#), Stream A.

STRUCTURE OF COMMITTEES



Review committees

Multidisciplinary applications

Research-creation

Aboriginal research

REVIEW COMMITTEES

- Multidisciplinary, disciplinary and thematic committees
- The number and type of committees depend on the number of applications received
- Three readers



REVIEW COMMITTEES

- 01 Philosophy, classics, medieval and religious studies
- 02 History
- 03 Fine arts and research-creation
- 04 Literature
- 07 Economics
- 08 Sociology, demography and related fields
- 09 Geography, urban planning and related fields
- 10 Psychology
- 11 Political science and public administration
- 12 Education and social work
- 13 Anthropology, archaeology; linguistics and translation
- 14 Business, management, industrial relations and related fields
- 16 Communications, media studies, gender studies, library and information science, related fields
- 17 Law and criminology
- 21 Aboriginal research
- 22 Multidisciplinary humanities
- 23 Multidisciplinary social sciences

RESEARCH-CREATION

- A research approach that combines creative and academic research practices.
- The creation process is an integral part of the research activity and produces critically informed work in a variety of art forms. Research-creation cannot be limited to the interpretation or analysis of a creator's work, conventional works of technological development, or work that focuses on the creation of curricula. The research-creation process and the resulting artistic work are judged according to SSHRC's established merit review criteria.
- Researchers, artist-researchers and teams of researchers and artists
- Committee 3: Fine arts and research-creation
- To prepare a [research-creation](#) application, consult our [Resource Centre for more information](#).

ABORIGINAL RESEARCH

SSHRC is actively committed to supporting and promoting social sciences and humanities research by and with Aboriginal peoples, including First Nations, Inuit and Métis (FNIM) peoples.



ABORIGINAL RESEARCH

- The concept of research “by and with” Aboriginal peoples enables SSHRC to support useful Aboriginal research projects that have a significant impact in areas such as education, literacy, language retrieval and retention, governance, laws and treaties, the environment, cultural resources, and Aboriginal knowledge systems.
- From 2006 to 2015, SSHRC invested \$323 million in research into Aboriginal issues and subjects through 2,900 grants and fellowships (which represents approximately 10 percent of SSHRC’s total research funding).
- For more information, please consult the [Aboriginal Research Statement of Principles](#) and the [Guidelines for the Merit Review of Aboriginal Research](#).

ABORIGINAL RESEARCH COMMITTEE

- [Aboriginal research](#) encompasses all fields of study along with areas of knowledge specific to the cultural traditions of FNIM and the world's Indigenous nations.
- Those who conduct Aboriginal research, with its diverse cultural tradition, undertake to do so while respecting Aboriginal and non-Aboriginal viewpoints.
- The IDG Aboriginal research committee is a multidisciplinary committee made up of Aboriginal and non-Aboriginal members who all specialize in Aboriginal research.
- Researchers may indicate that their project is related to Aboriginal research and select a committee other than the Aboriginal research committee, such as a disciplinary committee related to their project and career profile. This lets their adjudication committee know that the application is related to Aboriginal research but is not entirely an Aboriginal research project.

PREPARING AND SUBMITTING THE APPLICATION

Joint initiatives

Research tools

Previous critiques, summary and detailed description

Knowledge mobilization plan

Roles and responsibilities of team members and student training

Budget and contributions

Exclusion of reviewers

Steps for applying online

JOINT INITIATIVES – DEPARTMENT OF NATIONAL DEFENCE

- \$10,000 awarded to Insight Development Grant recipients.
- Supports social sciences research and related activities pertaining to military personnel readiness, organizational and operational effectiveness, and human effectiveness in modern operations.
- Applicants select “Department of National Defence” in the “joint or special initiative” field on the identification screen. They must also attach a one-page document in this module clearly explaining how the proposed research applies to the Research Initiative’s objectives.
- Applications are first reviewed by the appropriate Insight Grants adjudication committees (March 2017). If recommended for funding, they will then be forwarded to the DND relevance committee.
- DND will assess the relevance of applications recommended for funding.
- To find out more, please visit [the SSHRC website](#).

JOINT INITIATIVES – DEPARTMENT OF NATIONAL DEFENCE (CONTINUED)

→ Examples of projects funded under the Department of National Defence Research Initiative:

- *La perception des Autochtones des Forces canadiennes comme élément explicatif de leur faible représentation*
- *Trust in Human and Automated Teammates*
- *Daesh Discourse of Terror, Recruitment of Supporters, and Adaptive Use of Emojis on Twitter*
- *The Politics of Foreign Military Training: Military Effectiveness, Human Rights and Governance*

JOINT INITIATIVES – SOCIETAL IMPLICATIONS OF GENOMICS RESEARCH

- A joint agreement between SSHRC and Genome Canada.
- Seeks to support social sciences and humanities research and related activities that will enrich the understanding of the societal implications of genomics research.
- Is open to all social sciences and humanities disciplines using quantitative and qualitative methodologies to investigate genomics in society, with the aim of potentially informing applications, practices and policies related to genomics.
- Applications received will be assessed against all other proposals received, and Genome Canada will determine which applications are relevant.

JOINT INITIATIVES – SOCIETAL IMPLICATIONS OF GENOMICS RESEARCH (CONTINUED)

- A joint agreement between SSHRC and Genome Canada.
- We particularly encourage researchers in the following specialities to apply, as success under this joint initiative may facilitate future interactions and, potentially, collaborative research projects with the genomics research community:
 - economists with sectoral expertise (e.g. health, agriculture, fisheries, forestry, energy, mining, environment); regulatory experts; sociologists; policy/political scientists; environmental scientists; legal scholars with expertise in intellectual property.
- More information may be found on the [Genome Canada](#) website.

TOOLS FOR RESEARCH AND RELATED ACTIVITIES

- SSHRC provides support for certain tools that are, typically, relatively small.
- A maximum of \$7,000 for research tools may be included in any grant application without having to follow the Guidelines for Support of Tools for Research and Related Activities.
- For sums higher than \$7,000, follow the guidelines.
- NOTE: Projects whose primary objective is to digitize a collection or create a database are not eligible for funding.
- Consult the [SSHRC website](#) for more information about these guidelines and the [Canada Foundation for Innovation website](#) for other sources of funding.

PREVIOUS CRITIQUES, SUMMARY AND DETAILED DESCRIPTION

- Response to previous critiques (optional)
 - Opportunity to justify changes made to the project following critiques from the committee.
- Summary of research proposal
 - Must be clear, complete and use plain language (may be used by media if funded).
 - If a multidisciplinary committee is selected: Explain how the project will integrate intellectual resources drawn from more than one discipline and indicate the disciplines from which some expertise will be required.
- Detailed description
 - Clear and specific objectives: Why are you conducting this research? Why is it important?
 - Project written for experts as well as generalists (e.g. properly define acronyms).
 - Full and up-to-date literature review that provides context for what you will be doing.
 - Describe the theoretical framework or conceptual approach.
 - Ensure that the methodology is consistent with the research objectives and is aligned with the personnel involved.

KNOWLEDGE MOBILIZATION PLAN

- Identify to whom the research results should be communicated and the best way to do so.
- Describe interactions with knowledge users at both the planning stage and upon completion of the project.
- Where appropriate, connect with interested populations or the general public.
- Indicate whether scientific articles reporting the results of SSHRC-funded research that are published in peer-reviewed journals will be accessible via:
 - online institutional/disciplinary repositories, or
 - academic journals that offer open access
- Many journals allow authors to deposit articles in an institutional or disciplinary repository at no cost to the researcher.
- Consult the [Guidelines for Effective Knowledge Mobilization](#) for more information (including knowledge mobilization best practices).

ROLES AND RESPONSIBILITIES OF TEAM MEMBERS AND STUDENT TRAINING

- Justify the team members chosen based on the nature of the project.
- Describe the roles and tasks of the applicant and team members (if applicable).
- Justify the inclusion of team members based on the project proposal.
- If the applicant and co-applicant(s) are participating in other grant applications for the same competition, demonstrate that team members will have enough time to participate in all of the projects if they are funded.
- Establish clear roles and appropriate tasks for students.
- Consult the [Guidelines for Effective Research Training](#).

BUDGET AND CONTRIBUTIONS

- Principle of minimum necessary funding.
- The budget is an adjudication sub-criterion under the feasibility criterion.
- Submit a reasonable budget and justify all proposed expenses.
- The budget must be related to the research objectives and methodology.
- Expenses must conform to the rates and regulations in effect in the applicant's institution.
- Expenses related to open access publication are eligible.
- Describe the contributions (cash and in-kind) from other sources.
- Refer to the [Tri-Agency Financial Administration Guide](#) and the [Guidelines for Cash and In-Kind Contributions](#).

EXCLUSION OF REVIEWERS

Profil ▾ **Évaluation** ▾ **Commentaires**

Accueil > Aperçu de la demande > Demande

Demande - Subventions de développement Savoir

[Fermer la session](#)

Exclusion d'évaluateurs

Exclure des évaluateurs

Indiquez les individus, les collaborations ou les organismes que vous désirez exclure de l'évaluation de votre demande. Entrez les informations et cliquez *Ajouter*.

Type d'exclusion (obligatoire)

Nom de famille (obligatoire)

Prénom (obligatoire)

Initiales

Courriel

Organisme (obligatoire) [Modifier](#)

Département

[+ Ajouter](#) [✕ Annuler](#)

Évaluateurs exclus

Type d'exclusion	Nom de famille / Collaboration	Prénom	Initiales	Organisme	Département	Courriel	Action
Aucune donnée à afficher							

[Sauvegarder et précédent](#) [✓ Sauvegarder et valider](#)

[Visualiser](#) [Retourner à l'aperçu de la demande](#)

Afficher la table des matières

STEPS FOR APPLYING ONLINE

1

Create an account and an application in the [research portal](#)

2

Send an invitation to co-applicants and collaborators (if applicable)

3

Create and attach your SSHRC common CV to the application ([see instructions](#))

4

Fill out, validate and preview the application

5

Submit the application to the research office* (taking the internal deadline into account)

6

The research office then transfers the application to SSHRC

**Doctoral students and postdoctoral fellows may submit their application directly to SSHRC*

START EARLY, ESPECIALLY IF YOU HAVE A TEAM!

Co-applicants must:

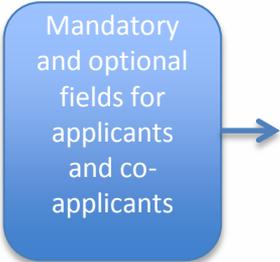
1. Complete a profile in the research portal
2. Accept the invitation
3. Create, submit and upload their CCV to the research portal

Collaborators must:

1. Complete a profile in the research portal
2. Accept the invitation

SSHRC CCV INSTRUCTIONS

Mandatory
and optional
fields for
applicants
and co-
applicants



- [Step 1 – Registering and Logging In](#)
- [Step 2 – Selecting the SSHRC CCV](#)
- [Step 3 – Completing the SSHRC CCV](#)
- [Step 4 – Editing and Adding Entries](#)
- [Step 5 – Submitting the SSHRC CCV](#)
- [Step 6 – Uploading the SSHRC CCV](#)

VERIFYING ELIGIBILITY



Eligibility and internal verification



Multiple applications



Subject matter eligibility



Tools for research

OBJECTIVES AND AFFILIATION

- Application objectives must be consistent with the objectives of the [funding opportunity](#).
- Applicants' affiliation
 - They must come from an eligible Canadian postsecondary institution. Any such institution that is not yet eligible but wants to administer SSHRC grants may send a request to secretariat@sshrc-crsh.gc.ca.
- Co-applicants' affiliation
 - They must come from an eligible postsecondary institution in Canada or abroad.

STATUS

- Status of assistant or adjunct professors
 - They must not hold full-time employment in a non-Canadian institution or in an agency whose mandate includes funding the research proposal.
- Status of postdoctoral fellows
 - They must be enrolled in an academic program at the time the application is submitted (they cannot be researchers who have completed their PhD but who are not postdoctoral fellows).
 - However, for SSHRC to release the funding, successful applicants must formally establish an affiliation with an eligible Canadian postsecondary institution within three months of the grant start date and maintain this affiliation for the duration of the grant period.
- Status of doctoral students
 - They must have defended their thesis before June 1 of the competition year (therefore, they must be in their final year of study).
 - If they are offered a grant, they, like postdoctoral fellows, must formally establish an affiliation with an eligible Canadian postsecondary institution within three months of the grant start date and maintain a recognized affiliation for the duration of the grant.

BUDGET AND RESEARCH TOOLS

→ Budget

- If more than 30% of proposed budget items are ineligible, the application is declared ineligible.

→ Research tools

- Projects whose primary objective is to digitize a collection or create a database are not eligible for funding.

MULTIPLE APPLICATIONS

Applications submitted as an applicant

IDG Feb. 2017 + IG Oct. 2017 = ❌

IG Oct. 2017 + IDG Feb. 2018 = ✅ Objectives must be different

- No limit on the number of applications that a researcher can submit as a co-applicant or collaborator.
- A grant holder may submit a new application for the same type of grant, but only in his or her grant's final year (year in which the grant holder receives the final grant installment).
- A one-year extension is given automatically for all grants.
- Consult the [rules for multiple applications](#).

SUBJECT MATTER ELIGIBILITY

- SSHRC does not support research that is mainly health-related, such as clinical research, therapy-related research, diagnostic tools, rehabilitation and epidemiology. Psychomotor research, kinesiology research and clinical education are also ineligible.
- For advice about eligibility, applicants are invited to forward a summary of the application, including the proposed objectives.
- Please consult the [Subject Matter Eligibility](#) section for more information.

REVIEWING APPLICATIONS



Selecting committee members



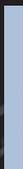
Calibration exercise



Scoring the application



Reviewing the budget



Feedback

SELECTING COMMITTEE MEMBERS

- Expertise drawn from academia and the private, public and/or non-profit sectors, as required.
- The number of committee members is determined based on the number of applications received.
- We also aim for balance in terms of the following:
 - University size
 - Geographic region
 - Language
 - Gender
 - Committee members are assigned files to review based on their expertise, while avoiding conflicts of interest and distributing the workload as equally as possible among the members of a given committee.

CALIBRATION EXERCISE

- First step in the adjudication process.
- Committee chairs select 2 to 3 applications to be reviewed by all members of the committee.
- The goal is to calibrate the committee's scores.
- Essentially a formative exercise.

SCORING THE APPLICATION

Challenge – The aim and importance of the endeavour (50 percent)

- For established scholars: relevance of the proposal to the objectives of the funding opportunity;
- Originality, significance and expected contribution to knowledge;
- Appropriateness of the literature review;
- Appropriateness of the theoretical approach or framework;
- Appropriateness of the methods or approach;
- Quality of training and mentoring to be provided to students, emerging scholars and other highly qualified personnel, and opportunities for them to contribute;
- Potential for the project results to have an influence and impact within and/or beyond the social sciences and humanities research community.

SCORING THE APPLICATION (CONTINUED)

Feasibility – The plan to achieve excellence (20 percent)

- Appropriateness of the proposed timeline and probability that the objectives will be met;
- Expertise of the applicant or team in relation to the proposed research;
- Appropriateness of the requested budget, justification of proposed costs and, where applicable, other financial and/or in-kind contributions;
- Quality and appropriateness of knowledge mobilization plans, including for effective dissemination, exchange and engagement with stakeholders within and/or beyond the research community, where applicable.

SCORING THE APPLICATION (CONTINUED)

Capability – The expertise to succeed (30 percent)

- Quality, quantity and significance of past experience and published and/or created outputs of the applicant and any co-applicants, relative to their roles in the project and their respective stages of career;
- Evidence of other past knowledge mobilization activities (films, performances, commissioned reports, knowledge syntheses, experience in collaboration or other interactions with stakeholders, contributions to public debate and media) and of impacts on professional practices, social services and policies, etc.;
- Quality and quantity of past contributions to the training and mentoring of students, postdoctoral fellows and other highly qualified personnel.

Note: No weighting for sub-criteria.

SCORING THE APPLICATION

Rating scale

Excellent

Very good

Good

Satisfactory

Moderate

Unsatisfactory = Fail

Note: A minimum score of Moderate for each review criterion is required to be eligible for funding.

REVIEWING THE BUDGET

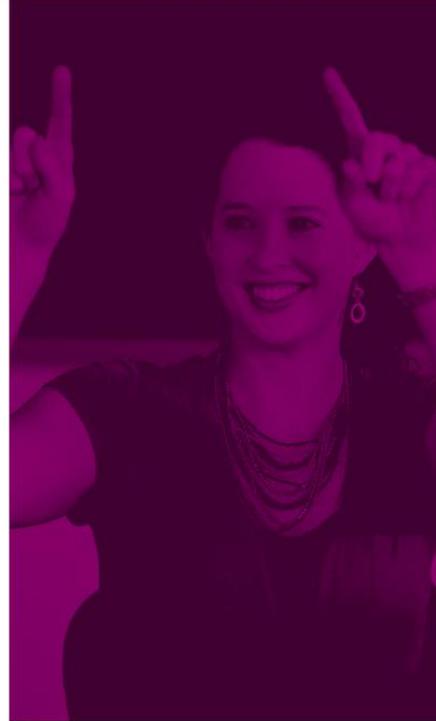
- Principle of minimum necessary funding: budgets are reviewed in detail during the meetings.
- Committees may recommend budget reductions where they determine that the budget is inadequately justified or inappropriate, or where they deem that savings can be achieved without jeopardizing the project objectives.
- Committees may also reduce the score for the feasibility criterion.
- Potential budget reductions have a direct impact on the committee's budget envelope.
- Committees take the cut funding and reallocate it to other projects under their responsibility.
- Risk of the application failing if 30% or more of expenses are inadequately justified or inappropriate.
- **Automatic failure if 50% or more of expenses are inadequately justified or deemed inappropriate by the committee.**

REVIEWING THE BUDGET (CONTINUED)

- For open access journals, applicants must:
 - Estimate the requested costs as accurately as possible.
 - Demonstrate and justify the choice of open access site.
- Consult the journal's website for the current costs associated with open access publishing.
- Consult the [Tri-Agency Open Access Policy on Publications](#).

SUBMITTING PRELIMINARY SCORES AND RANKING APPLICATIONS

- Members review the applications assigned to them and submit their preliminary scores.
- The applications are then ranked in order based on the preliminary scores awarded.



COMMITTEE MEETING

- Emerging and established scholars are ranked and discussed separately.
- Applications ranked in the bottom 30 percent are not generally discussed unless they are flagged for discussion.
- The committee determines the final ranking of the applications.
- A budget envelope allows the committee to see which applications will receive funding and where the cut-off line for funding sits.

FEEDBACK

- Applicants will receive an email informing them that the following documents have been deposited in their research portal account:
 - Notice of decision
 - Award letter (if application is successful)
 - Committee's comment sheet (if application is discussed)
 - Statistics on the committee and competition
- The following information is posted online following the competition:
- [Adjudication committees](#)
- [Competition statistics](#)

HELP

Insight Development Grants

613-996-6976

insightdevelopment@sshrc-crsh.gc.ca

Contact information for program officers

Online Application Form Support

613-995-4273

webgrant@sshrc-crsh.gc.ca