



Laurentian University

Research Conference Fund

Laurentian's core research values as outlined in the Strategic Research Plan (SRP) include **intellectual impact, engagement, dissemination and knowledge translation**. Research and innovation conferences, showcases of new research and innovation outputs, offer great platforms for knowledge exchange, networking, the development of research collaborations and student engagement. The SRP advocates for the participation of Laurentian researchers in international and national conferences, which has been, and will continue to be supported by the Laurentian University Research Fund (LURF). Hosting national and international research and innovation conferences at Laurentian will create new opportunities for enhancing the national and international recognition of Laurentian's excellence in research and innovation. Bring the world to Laurentian! In recognition of the importance of hosting research and innovation conferences in mobilizing research and innovation and in bolstering institutional recognition, Laurentian University has created a Research Conference Fund. The *Research Conference Fund* supports the organization of national or international research and innovation conferences that will be held in Sudbury and have a significant impact on Laurentian's national and/or international reputation. The conference must be organized and led by Laurentian researchers. Collaboration with other institutions and organizations in planning and organizing the proposed conferences is strongly encouraged.

National and International research and innovation conferences are differentiated by the scope of the subject matter, the outcomes and impacts of the knowledge translation and dissemination activities, the composition of the organizing committee, the scholarly standing of the proposed speakers and the provenance of the participants.

Conference calls for participation must be made at the national or international level, as appropriate. The conference should have an anticipated minimum registration of 50 participants. In order to be considered a National Conference, at least 1/3 of participants and speakers must be from outside of Sudbury. In order to be considered an International Conference, at least 1/3 of participants and speakers must be from outside of Canada. Conference organization must include at least 5 Laurentian faculty members, and have a program covering at least one full day.

Eligible expenses

The fund may only be used to support conference costs including: honoraria to speakers; travel, per diems, and accommodation for speakers; space and equipment rental; catering; salaries and benefits of support staff and reproduction of materials and proceedings.

Funding received through the *Research Conference Fund* is not intended to cover the full costs of the conference. In their application, conference organizers are asked to outline other revenue sources, including a realistic projection of registration and other fees that will be charged to conference participants. Paid registration is strongly encouraged. Applicants must also indicate how surplus conference-generated funds will be used. Conferences must occur within two years of application.

Adjudication

Funding decisions will be made by the Vice-President, Research, based on the recommendation from a designated Evaluation Committee. Incomplete applications will not be considered.

Applications will be adjudicated based on the following criteria:

- potential impact on Laurentian's national recognition
- potential for knowledge transfer and aspiration for enhancing research excellence at Laurentian
- potential for increased research collaboration and networking
- ability of the conference to attract national or international speakers and participants of significance in the relevant field or area
- alignment with the university's Strategic Research Plan
- the proposed program including financial arrangements, venue, schedules, etc...
- involvement of HQP

Funding:

- up to \$10,000 for a National/Regional Conference
- up to \$20,000 for an International Conference

Intake deadline is **Friday, July 20th, 2018 at 4:00 p.m.**

Submission Instructions

Please submit **one signed application form**, and any relevant documentation, in **one single PDF file** to Pauline Zanetti (pzanetti@laurentian.ca, ext.2436)

If you require assistance or additional information, please contact: Dr. Daniel Archambault (darchambault@laurentian.ca, ext. 3446) or Dr. Robin Craig (rj_craig@laurentian.ca, ext. 3213)

Reporting Requirements

Within 30 days after the conference, provide a brief summary outlining the success of the event and how the funds were used to the Office of the Vice-President, Research.