

# Laurentian University SSHRC Emerging Researcher Fund

## PROGRAM OBJECTIVE

The goal of the *Laurentian University SSHRC Emerging Researcher Fund* is to encourage emerging researchers in developing research projects and publishing. This program, which is financed from Laurentian's SSHRC Institutional Grant, is designed to help emerging researchers bolster their scholarly outputs by awarding funding to those who are planning on submitting a proposal to SSHRC, to be used to further their proposed research project.

This is a limited funding program; not all applications are guaranteed to receive funding.

## ELIGIBILITY

### **To be admissible, applicants must:**

- be full-time faculty members at Laurentian University conducting research in any SSHRC eligible area of research. For questions related to subject area eligibility, please consult the [General Guidelines for the Eligibility of Subject Matter](#) at SSHRC;
- be an emerging scholar, according to [SSHRC's definition](#), who has not applied successfully to a SSHRC grant as a principal investigator;
- be applying to SSHRC for the first time for the project in question;
- provide, at the end of the project, a short review of the impact of the grant awarded and an expense report;
- apply for a SSHRC grant within 12 months of the end of the funding, or at the next opportunity.

## TERMS OF FUNDING

Faculty members may submit one application per year to this funding opportunity and the same research project can only be funded once.

### **Use of funds:**

- Funds must be spent within one year of receipt and cannot be carried forward.

- Funds must be only used for eligible expenses as outlined below in this document.
- Release of funds on any approved proposal will require either REB or ACC Approval where applicable.

**Funding levels:**

- Individual faculty members may apply for funding to a maximum of \$3,000.

**Reporting Requirements:**

- Successful applicants
- are required to provide the Director of the Office of Research Services (ORS) with a final report within 3 months of the end of the funding period.

**Eligible Expenses:**

- Undergraduate/graduate student/research assistant salaries and benefits.
- Gifts and honoraria for research participants.
- Travel and subsistence costs related to the project (in accordance with current expense rates for meals and kilometre allowance at Laurentian University).
- Relationship-building activities and workshops.
- Database, telecommunication, information technology and research tools needed for the project.
- Materials and services.
- Other well-justified expenses may be accepted.

**APPLICATION MATERIALS, FORMAT AND DEADLINE**

**The application must include:**

1. A project proposal (4 pages maximum) with:
  - a. Name, Department or School and Project Title
  - b. Summary (250-word maximum)
  - c. What are the objectives of the project and the anticipated outcomes?
  - d. How will this grant help you develop a future SSRHC grant proposal?

- e. Provide a detailed timeline of planned activities, including the start and end date of the project, the SSHRC program to which you intend to apply and when you intend to apply.
2. Provide a budget listing of the proposed expenditures and a detailed justification of each expenditure listed in the budget, including calculations or estimates (maximum of 2 pages).

<b>Summary of Proposed Expenditures</b>	<b>Amount (\$)</b>
1. Salaries (including 15% fringe benefits)	
2. Travel and subsistence costs	
3. Materials and services	
4. Relationship-building activities and workshops.	
5. Gifts and honoraria for research participants.	
6. Database, telecommunication, information technology and research tools needed for the project.	
7. Other (specify):	
<b>TOTAL AMOUNT REQUESTED</b>	

3. Indicate if your project requires REB or ACC approval.
4. A list of references (maximum 2 pages).
5. Your CV.

**The application format:**

- a) Text should be typed single line spaced in a font no less than 12 pt. with 1-inch margins all around.
- b) Pages must be numbered in Arabic numerals (1, 2, 3, etc.).
- c) A full proposal should be submitted to the ORS ([research@laurentian.ca](mailto:research@laurentian.ca)), as a single PDF document. Please note that this application does **not** need to be approved in ROMEO.

**Deadline to submit an application**

August 24, 2020, at 4:00 p.m.

**SELECTION CRITERIA AND PROCESS**

The ORS is responsible for managing the program. The funding decisions will be made by the Vice-President Research based on the recommendation from a designated committee, which will include three (3) faculty members that work in SSHRC-eligible fields, Laurentian University's SSHRC Leader, the Director of the ORS and a staff member.

**Applicants will be assessed based on the following criteria:**

- a) admissibility according to eligibility criteria mentioned above;
- b) feasibility of the proposed project and timeline;
- c) appropriateness of the proposed budget;
- d) coherence and clarity of the application;
- e) project excellence and its potential to continue beyond the support of the grant through external funding.

Applicants will be notified in writing by the Director of the ORS stating the conditions attached to the funds in question. The committee's decision is final and not subject to appeal.

**For questions, please contact Andrée Noiseux at [aj\\_noiseux@laurentian.ca](mailto:aj_noiseux@laurentian.ca).**