

Carleton University Research Development Grants Tri-Agency Interdisciplinary Peer Review Committee - Stream Guidelines

Source: Office of the Vice-President (Research and International) (OVPRI)

Purpose: To support **faculty members holding the rank of Assistant, Associate or Full Professor** conducting interdisciplinary research that transcends the traditional boundaries of 2 or more of the Tri-Agencies (SSHRC, NSERC, CIHR) and who intend to submit an application within 12 to 18 months after the end of this grant to:

- NSERC Discovery Horizons, or
- The [Tri-agency Interdisciplinary Peer Review Committee](#) (TAIPR) for SSHRC Insight Development/Insight or CIHR Project Grant

Interdisciplinarity must be integral to the research design, where the stated objectives could not be achieved without an interdisciplinary approach (see [Terms and Conditions](#)).

Deadline: June 30 and 15 November. Should either of those dates fall on a weekend or statutory holiday, the deadline will be the next business day.

Value: The maximum award is \$10,000

Duration: Grants will be tenable for a period of one (1) year. No extensions will be granted.

Adjudication: Applications will be reviewed by the *OVPRI Interdisciplinary Adjudication Committee*, comprised of Carleton faculty members spanning our 5 faculties.

Eligibility

Subject Matter Eligibility: Must transcend the traditional boundaries of two or more of the Tri-agencies (SSHRC, NSERC and CIHR)

Principal Investigator Eligibility:

General:

- Hold a professorial appointment at the rank of Assistant, Associate or Full at Carleton University at the time of application (i.e. appointment date on or before the applicant submission deadline)
- Are not holding and have not been awarded a CU Research Development Grant (SSHRC Explore, NSERC or CIHR)¹ within the past three (3) years.
 - Additionally, previous recipients must have submitted a final report for their previous grant prior to the application deadline.
- Are not holding a [CU SSHRC Exchange - Knowledge Mobilization Grant](#)
- Intend to submit a competitive proposal to the [Tri-agency Interdisciplinary Peer Review Committee](#) for the SSHRC Insight Development Grant/Insight Grant, CIHR Project Grant or NSERC Discovery Horizons competition as a PI within the next 12-18 months.

¹ Previously referred to as NSE and Health CU Development Grants.

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- **ECR Applicants:**
 - must be within the first 6 years (SSHRC) or 5 years (NSERC and CIHR) of academic appointment at the time of application, minus the length of delays that have affected research productivity or outcomes, adjusted at a 2:1 ratio. The time added to the ECR window will be adjusted by month, semester, etc. as appropriate.
 - Must not be holding a Tri-Council grant.
- **Established Applicants:**
 - Applied to NSERC Discovery Horizons, the TAIPR for SSHRC IDG/IG or CIHR Project Grant within the last 3 years and been unsuccessful.
 - Must not be holding a Tri-Council grant.

Co-Principal Investigator Eligibility

Must meet the following eligibility criteria:

- Hold a professorial appointment at the rank of Assistant, Associate or Full at Carleton University at the time of application (i.e. appointment date on or before the applicant submission deadline)
- Have not been awarded a CU Research Development Grant (SSHRC Explore, NSERC or CIHR) within the past three (3) years.
 - Previous recipients of a CU Research Development Grant (SSHRC Explore, NSERC or CIHR) proposing a similar research project must clearly explain how they are planning to respond to committee comments. Additionally, previous recipients must have submitted a final report for their previous grant prior to the application deadline.
- Are not holding a [CU SSHRC Exchange - Knowledge Mobilization Grant](#)

Please note that a faculty member may only submit one application in a given gate as PI or Co-Principal applicant (Co-PI) to any stream of the CU Research Development Grant

Team Member Eligibility

- Anyone is eligible. No CV is required to be submitted.

Please note that transfers of funds to other institutions are not permitted.

Budget

Expenses: Expenses must be eligible under the [Tri-Agency Guidelines for Use of Grant Funds](#).

- Eligible expenses include:
 - Stipends to students and postdoctoral fellows
 - Salaries of technical and professional staff
 - Materials, supplies and services
 - Small equipment (i.e. computers) cannot account for more than 1/3rd of the total budget
 - Research travel (e.g. field work) and travel to present papers at technical conferences
- Non-eligible expenses include:
 - Professional development activities
 - Partnership-building activities

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- Large equipment and renovations
- Teaching Release

Evaluation Criteria

Applications will be scored based on the *Tri-Agency Interdisciplinary Peer Review Committee – Evaluation Criteria*:

- **Merit of the Proposed Research (33%)**
 - *Quality of the Proposal*: The clarity, scope and originality of research questions and objectives
 - *Methods and Approaches*: Appropriateness of the proposed methods and approaches, including the integration of the interdisciplinary approaches to achieve the project goals
 - Appropriate incorporation of sex, gender and diversity in the research design, if applicable
 - Evidence of commitment to the development of active and meaningful partnerships with appropriate individuals and organizations, if applicable
 - *Feasibility*: Extent to which the budget is appropriate and justified in relation to the proposed activities
 - Appropriateness of the environment (academic institution and/or other organization) to enable the conduct and success of the proposed activities
- **Anticipated Outcomes (33%)**
 - *Impact*: Potential for the outcomes of the proposed activities to have influence and impact
 - *Knowledge mobilization and dissemination*: Quality and appropriateness of knowledge mobilization plans, including effective dissemination, exchange and engagement with stakeholders within and/or beyond the research community, where applicable
 - *Training Plan*: Extent to which the proposed activities incorporate plans for the training and development of highly qualified personnel
 - Appropriate inclusion of considerations of equity, diversity and inclusion in the training plan
- **Applicant(s) Record (33%)**
 - *Expertise and Experience*: Appropriate expertise to undertake the proposed research, including complementary and interdisciplinary knowledge, expertise and experience
 - Experience and track record of the investigator(s) – importance, originality, quality and impact of past research
 - *Past Contribution to Training of highly qualified personnel (HQP)*: Quality and extent of past contributions to the training of HQP

Application Package

- [Application webform](#)
- **Attachments:**
 - **CV(s)** PI and Co-PI (if applicable), which must include currently active and applied for research grants, publications, student supervisions and record of knowledge mobilization activities.

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- **References** (one (1) page max)

Submission Steps:

□ Login to the [cuResearch portal](#).

- Choose **Apply New** from the top right menu, then under **Section A: Research Funding**, select **Approval Form** and fill out the following tabs:
- **Project Info Tab:** Enter your project title, start/end dates and click **SAVE**
- **Project Team Info Tab:** Add any team members (if applicable), then click **SAVE**. (If a member cannot be found, leave their name in the “Investigator Comments” box)
- **Project Sponsor Info Tab:** click on **Add New**, then click on **Agency** and select: **Carleton University – Carleton Office for Research Initiatives and Services**, select appropriate Program (CuResearch Development Grant – Interdisciplinary), and **SAVE**
- **Attachments Tab:** Upload the PDF copy of your completed application package, which you will receive by email after clicking on **SUBMIT** below
- **Approval Form Tab:** Complete all required fields and **SAVE**

Submit your cuResearch approval form on or before the deadline day. (Your application will be routed for electronic approval by your Department Chair/School Director and Associate Dean, Research (ADR). To view the signing authority routing for your file, consult the **Approvals** tab.)

Late or incomplete applications will not be accepted.