Carleton University – Health/NSE Research Development Grants
2020 Application Form

Name	
Faculty and Department	
Position	
Title of Project	
Total Amount Requested	$

Please answer the following questions:

Eligibility

1) Do you hold a full-time tenure or a tenure-track position at Carleton?	Y ☐ | N ☐
2) Have you previously held a CU Development Grant? *Note that to be eligible, 2017 awardees must have submitted the necessary reporting for their award. Recipients from 2018 and 2019 competitions are ineligible to apply to this competition.* If "yes", please briefly explain in the text box below how the objectives in the current proposal differ from your past Development grant(s) and indicate whether there is any duplication of funding for any of the proposed activities. (250 word max)	Y ☐ | N ☐ Year(s):

words

Funding priorities and principles

3) Do you currently hold funds from an external, peer-reviewed source?	Y☐ | N☐
4) Are you within the first 5 years of an academic appointment?	Y☐ | N☐
5) Have you previously held at least one grant as a Principal Investigator from one of the three federal funding councils?	Y☐ | N☐
6) Were you recently unsuccessful in a Tri-Council funding competition?	Y☐ | N☐

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Instructions

Please complete the following sections in the space provided, ensuring that you have followed the guidelines.
NOTE: Each text box will allow a maximum number of words.

- ✓ Avoid using acronyms and abbreviations or explain them fully
- ✓ Failure to provide the required information could render your application ineligible

Note: The degree of conciseness and clarity in the description of the proposed research project or program may have a significant influence on the outcome of the application. **A multi-disciplinary committee will review your application, thus, please avoid discipline specific jargon.**

Summary (500 words): Provide a summary of your research proposal that can be understood by a 4th grader. Please ensure it contains:

- Overview of the proposed project
- Explanation of how this project supports your long-term research plans
- Explanation of why support is not available from other sources for this project
- Plan for pursuing external research funding to develop this project further

words

Description of Research (750 words): Please address the following:

- Research Project: Describe your research project, including the following
  - Research challenge: identify the issue or problem you will address
  - Goals and Objectives: Describe the goals and objectives of your research project
  - Originality: explain what is original/innovative about the project
  - Context: include a literature review
  - Theoretical Framework and Methodological Approach: explain your theoretical framework and describe your methodological approach(s)

words

Milestones and workplan (250 words): describe the key activities and timelines and explain what key performance indicators (KPI) you will use to determine you are on track

words

Expected Contributions (250 words): Describe the expected contributions of this research within academia and beyond (nationally and internationally).

words

Knowledge Mobilization (250 words): discuss your plans for disseminating your research results, clearly identifying your target audience and the strategies you will use to engage them

words

HQP Training Plan (250 words):
Describe the specific roles and responsibilities of students and research assistants, including their duties

words

Budget: Please complete the table below (Maximum funding amount: $10,000)	
Stipends to postdoctoral fellows and students	$
Salaries of technical and professional staff	$
Materials, supplies and incidentals	$
Research travel	$
Other - please describe	$
Total Amount Requested	$

Budget Justification (500 words):

The justification must:

- Explain how the costs were established for each item in the budget
- Describe and justify how budget items are needed to accomplish the objectives
- Demonstrate how the funds contribute toward the direct costs of the research
- Demonstrate the economical use of funds

words

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Attachments

- ✓ CV (Tri-Agency CV or CCV is the preferred format) which includes your publications, student supervisions and currently active and applied for research grants.
- ✓ References (maximum 1 page)

Submission Steps:

☐ Complete the application form, and save with required attachments (CV and References) as a SINGLE pdf file, using the naming convention: lastname.firstname.Health/NSE Development Grant.pdf

☐ **Create a new entry on** cuResearch portal

- Login using your MyCarleton1 credentials
- Choose "APPLY NEW" from the top right menu, then under section A: CORIS Awards, select "Approval Form"
- Enter your project title and SAVE
- Under "Project Sponsor Info" tab, click on "Add New", then click on "Agency" and select: *Internal – Internal (Carleton) Grants/Awards, select appropriate Program, and SAVE
- Under "Approval Form" tab, complete all required fields and SAVE

☐ **Upload** your completed application with attachments (saved as a single pdf), SAVE; then "SUBMIT" in advance of the deadline— allowing sufficient time for your Department Chair/School Director and Associate Dean of Research (ADR) to provide their approval by the deadline date.

Late or incomplete applications will not be accepted.

Once you "Submit" your entry on the cuResearch Portal, your application will be routed for electronic approval by your Department Chair/School Director, and Associate Dean of Research (ADR). You may view the signing authority routing for your file under the "Approvals tab".