Applicant Name	
Primary Department	
Faculty	

1. Please select the option that applies to you regarding the length of your academic career:

    Less than 13 years of service as of October 31, 2024

    13 or more years of service as of October 31, 2024

As per the CUASA Collective Agreement, faculty employees with less than 13 years of service in their academic career will be given preference for up to 5 awards each year.

2. Please select the option that applies to you regarding RAA eligibility:

    I am not a previous recipient of the RAA

    I am a previous recipient of the RAA

        Please provide the year of the RAA: _____

If you are a previous recipient, please indicate the year you received the award:

*If you received an RAA in 2017 or earlier (ie applied in fall 2016 or earlier) you are eligible to apply in this year's competition. If you received an RAA in 2018 or later (ie applied in fall 2017 or later) you are not yet eligible to reapply.

3. Award Format

    Award to be taken in the form of a $15,000 research grant

    Award to be taken in the form of a $5,000 bonus and a $10,000 research grant

    Portion of the award equal to 0.5 credit teaching release. (Any remaining funds will be paid as a bonus and taxed as salary income. *)

    Award to be taken in the form of a 1.0 credit teaching release*

*If release time is selected, approvals by the Chair/Director and Faculty Dean are required. Approval requests will be made on your behalf.

4. Attachments

Please attach the compiled appendices outlined in the guidelines (and below) to this form, into a single PDF, using the naming convention **lastname.firstname_RAA25.pdf**.

Appendices Checklist

- o **Summary of Proposed Research (250 words)**
- o **Detailed Research Project Description (3 pages max, 12 pt font)**
- o **Detailed Budget (1 page max)**
- o **Research Achievement Summary (1 page max)**
- o **Bibliographic References (optional: 1 page max)**
- o **Current CV -restricted to last 5 (five) years (no page limit)**
  (*Please note that delays that have affected research productivity are adjusted at a 2:1 ratio. For example, if an individual was ill from January 1, 2020 to December 31, 2020, the years to be included would be 2017–2024, rather than 2019-2024.)

Submission Steps:

Important: Please note that submission is via [cuResearch](#)

Log in to the [cuResearch portal](#)

- Choose "Apply New" from the top right menu, then under **Section A: Research Funding**, select "Approval Form"
- Project Info Tab: Enter the title of your proposed research and save
- Project Sponsor Info Tab: Click on "Add New", then click on "Agency" and select: *Carleton University - Carleton Office for Research Initiatives and Services*, then select the Program: *CU Research Achievement Award* from the dropdown menu, and save
- Attachments Tab: Upload your completed application package
- Approval Form Tab: Complete all required fields and save

Submit on or before October 31, 2024. *(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.