

Application Form – Sabbatical Research Grant

CORIS – Carleton Office for Research Initiatives and Services

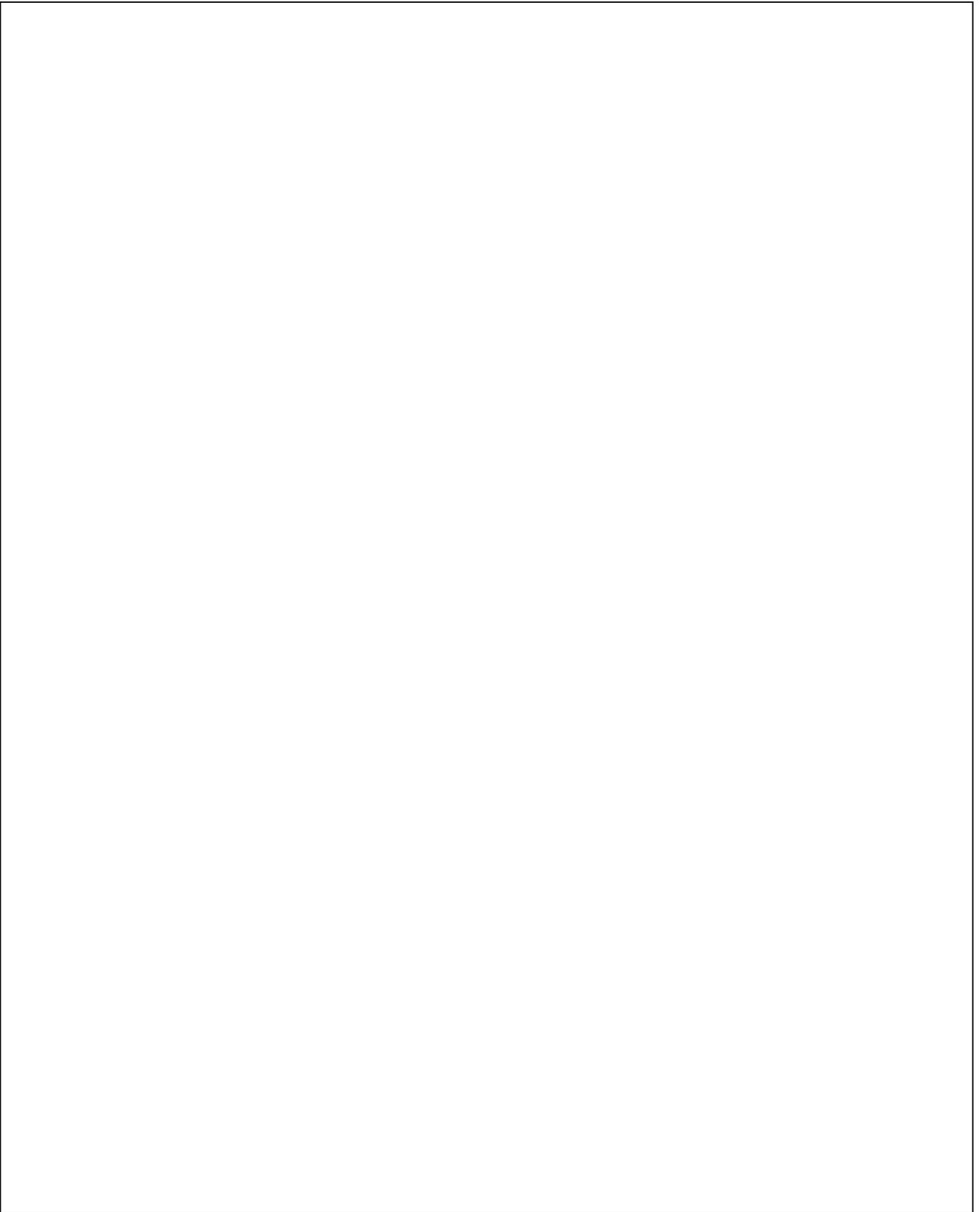
coris@carleton.ca

Full Name	
Faculty/Department	
Position	
Total Amount Requested	\$
Title of Project	
Period during which the research will be carried out (must be within the dates of the sabbatical leave)	
Project Start Date	
Project End Date	
Summary (250 words max) Provide a brief lay summary of your proposed research.	

Description of Research (1000 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:** identify the goals and objectives of your proposed 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(es) to achieve your goals and objectives
- **Milestones and Work Plan:** describe the key activities and timelines and explain what key performance indicators (KPIs) you will use to determine you are on track
- **Knowledge Mobilization/Translation:** discuss your plans for disseminating research results, clearly identifying your target audience and the strategies you will use to engage them
- **Impact:** potential for the project results to have influence and impact within and/or beyond academia



Budget: Please complete the table below

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 to the direct costs of the research
- Demonstrate the economical use of funds

Attachments

- ✓ CV - must include currently active and applied for research grants, publications, student supervisions and record of knowledge mobilization activities. An NSERC, SSHRC or CIHR CV is preferable
 - ✓ References (maximum 1 page)
-

Recommendation of the Chair/Director

Recommended

Not Recommended

Chair/Director of Department/School

Date

Acknowledged by the Faculty Dean's Signature

Date**SUBMISSION INFORMATION**

Once your Sabbatical Research Grant has been signed by your ***Chair/School Director & Dean***, please submit the application to coris@carleton.ca.