Carleton University Research Development Grants
SSHRC Explore Early Career Researcher

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

Please answer the following questions:

a) Are you within the first 6 years of academic appointment, minus twice the length of delays that have affected research productivity or outcomes? (*see item 9*)	Yes	∣No
b) Do you currently hold Tri-Council funds (NSERC, CIHR, NFRF or SSHRC) as a Principal Investigator (PI)?	Yes	∣No
c) Please confirm that you intend to submit a competitive proposal as a PI to SSHRC within the next 12-18 months.	Yes	∣No
d) Are you currently holding a CU SSHRC Exchange – Knowledge Mobilization Grant?	Yes	∣No
e) Have you been awarded a CU Research Development Grant (SSHRC Explore, NSERC, or CIHR)[1] in the past 3 years?	Yes	∣No
1. If you did hold a CU Research Development Grant (SSHRC Explore or NSERC or CIHR) 3 years ago or earlier, and you are proposing the same or a similar project, please briefly explain in the text box below how you are planning to respond to committee comments. (250 words)	Indicate year of award:	
If you held a previous CU Research Development Grant, did you submit your final report?	Yes	∣No

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

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Team Information

Co-Investigator (if applicable)- Must be eligible to hold this internal grant

Full Name	
Faculty/ Department	
Position	

Team Members (if applicable, include up to 4 team members, partners, Carleton faculty members, external researchers, Indigenous Elders, etc.)

#1	
Full Name	
Organization Name	
Position	

#2	
Full Name	
Organization Name	
Position	

#3	
Full Name	
Organization Name	
Position	

#4	
Full Name	
Organization Name	
Position	

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.

- ✓ Incomplete applications will not be accepted
- ✓ Avoid using acronyms and abbreviations or explain them fully
- ✓ Failure to provide the required information could render your application ineligible
- ✓ Applicants must submit a cuResearch Approval Form

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. **Please ensure to write in lay terms, for a multi-disciplinary review committee.**

2. For RESUBMISSIONS ONLY (300 words)
Explain how you will address the committee comments and generally strengthen your SSHRC proposal.

3. Summary (250 words) Provide a brief lay summary of your proposed research.

4. Description of Research (300 words) using the following headings:
- <u>Research Challenge</u>: identify the issue or problem you will address
- <u>Goals and Objectives</u>: identify the goals and objectives of your proposed research project
- <u>Originality</u>: explain what is original/innovative about the project
- <u>Context</u>: include a literature review

5. Research Strategy and Dissemination (500 words) using the following headings**:**
- <u>Theoretical Framework and Methodological Approach</u>: explain your theoretical framework and describe your methodological approach(es) to achieve your goals and objectives
- <u>Milestones and Work Plan</u>: describe the key activities and timelines and explain what key performance indicators (KPIs) you will use to determine you are on track
- <u>Knowledge Mobilization</u>: discuss your plans for disseminating research results, clearly identifying your target audience and the strategies you will use to engage them
- <u>Impact:</u> potential for the project results to have influence and impact within and/or beyond the social sciences and humanities research community

6. HQP Training Plan (300 words)

- Describe the specific roles and responsibilities of students and research assistants, including their duties; and
- Explain how equity, diversity and inclusion considerations are integrated into past and planned HQP training.

7. Sex, Gender, and Other Identity Factors

Gender-based analysis plus (GBA+) is an analytical process used to assess the potential impact that identity factors, such as sex, gender, race, ethnicity, religion, age and mental or physical disability, may have on the experience of the individual. The purpose of GBA+ is to promote rigorous research that is sensitive to sex and gender, as well as many other identity factors, such as race, ethnicity, religion, age, and mental or physical disability. These considerations **must be integrated into the research design, when appropriate.** Please refer to <u>Women and Gender Equality Canada's information on GBA+</u> and the <u>Sex- and Gender-Based Analysis (SGBA) section of CIHR's website</u> for definitions of sex, gender, SGBA and GBA+, in addition to information on applying GBA+ and SGBA to the development and assessment of research proposals.

Please answer the following questions.

a) Is sex as a biological variable considered in the research design, methods, analysis and interpretation, and/or dissemination of findings? Yes ☐ │ No ☐

b) Is gender as a socio-cultural factor considered in the research design, methods, analysis and interpretation, and/or dissemination of findings? Yes ☐ │ No ☐

c) Are other identity factors (e.g., race, socioeconomic, age, other) considered in the research design, methods, analysis and interpretation, and/or dissemination of findings? Yes ☐ │ No ☐

6

In the box below please

Describe how sex and/or gender considerations and/or other identity factors will be integrated into your research proposal.

OR

Explain why sex and/or gender and/or other identity factors are not applicable to your research proposal. (300 words)

8. 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

9. Career Interruptions (250 words)
If you have experienced delays that have affected research productivity or outcomes, provide the timeframe and indicate the cause in general terms. Delays adjust the eligibility window for ECR status at a 2:1 ratio.

Attachments

✓ **PI and co-PI (if applicable) -** CV must include currently active and applied for research grants, publications, student supervisions and record of knowledge mobilization activities**.**
✓ **References** (maximum 1 page)

Save as SINGLE pdf file, using the naming convention: **PIlastname.PIfirstname.ExploreECR.pdf**.

Submission Steps:

☒ Log in to the cuResearch portal
- Choose "Apply New" from the top right menu, then under Section A: CORIS Awards, select "Approval Form"
- Project Info Tab: Enter your project title and SAVE
- Project Sponsor Info Tab: Click on "Add New", then click on "Agency" and select: *Internal – Internal (Carleton) Grants/Awards, select appropriate Program, and SAVE
- Attachments Tab: Upload your completed application package
- Approval Form Tab: Complete all required fields and SAVE

"SUBMIT" 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.