**FPA Research Productivity Bursary (February 2021)**

**Purpose**

The purpose of this bursary is to provide support to faculty members in the Faculty of Public Affairs who have a research project that requires a small investment to get past a significant hurdle.

While the bursary is open to all projects that meet the overall purpose, some illustrative examples include:

* The publication of a completed edited collection under contract with an academic press that requires funding to move from completed to published;
* Professional proofreading and editing of a penultimate draft of a journal article or grant application;
* Logistical support for a workshop with confirmed presenters and students who could provide this support if funding were in place;
* Professional page proofing or indexing of a book manuscript prior to publication;
* Data analysis to complete an existing research project.

**Eligibility Criteria**

This funding is open to any and all projects led by permanent, non-retired, tenure track faculty members (instructors are not eligible) in the Faculty of Public Affairs that meet the bursary’s purpose. This includes applicants who are cross appointed to units in other Faculties, (as long as they hold at least a 50% appointment in a FPA unit). Team projects will be considered as long as the FPA faculty member is the team lead (please only submit the CV of the team lead). Priority will go to applicants who have not previously received an FPA Research Productivity Bursary and to applicants that can demonstrate a solid record of research productivity in their field. The researcher must also declare that they do not currently hold research funds that normally cover this expense.

This bursary is not intended to replicate existing internal funding available including support for conference travel (FPA Travel Grants), pilot projects or research projects still at the developing stages (OVPRI Internal Development Grant), the development of new teams or collaborations (FPA Bagels & Banter, FPA Partnership Development Support Program, or OVPRI Research Excellence Fund), or course release (OVPRI Research Time Release). Projects or expenses that meet the objectives of these programs will not be considered for this bursary.

**Application and Adjudication Process**

A complete application will include the attached form, an updated CV, and any supporting documents you feel will build your case (i.e., publication agreements, letters of support, copies of draft materials, etc.). Completed applications should be submitted to Associate Dean Chris Worswick by email. The applications will be adjudicated twice a year (winter semester and fall semester) by the FPA Research Committee.

**Funding Available**

The maximum funding available per bursary is $3,000. The Office of the Dean, Faculty of Public Affairs will fund up to 8 bursaries per year (4 in each “gate”). Funding will be allotted to those projects that most closely align with the purpose of the bursary program. Funds must be spent within 1 year of award. Unspent funds will be returned to FPA to fund future bursaries.

**Tracking Outcomes**

Within one year of receiving a bursary, the recipient will provide a short report addressed to the Associate Dean (Research and International) documenting the outcomes of the bursary.

**FPA Research Productivity Bursary Application Form**

|  |
| --- |
| Submit completed applications to Mary Francoli, Acting Associate Dean (Research and International) via email  [Mary.francoli@carleton.ca](mailto:Mary.francoli@carleton.ca) |
| **Name: Unit:**  **Adjudication Gate :**   * Winter term * Fall term   **I have attached:**   * An updated CV (any format) * Relevant supporting documentation (publication agreements, draft materials, event agenda, etc.) |

|  |  |
| --- | --- |
| **Project Title:** | |
| **Brief Project Description:**  *In up to 250 words, describe your project to a non-specialist. Ensure to focus on the major hurdle that you face in completing this project as well as the major outputs (publications, events, applications) that would be made possible by this bursary.* | |
| **Amount Requested:** |  |
| **Budget Justification:**  *In up to 150 words, describe the costs that the bursary will be used to cover.* | |

|  |  |
| --- | --- |
| I declare that I do not currently hold research funds that would cover the expenses for which this application seeks support. I declare that I will submit a report ,within a year of receiving the bursary, documenting the outcomes of the bursary: | |
| **Signature** | **Date** |