



HSS Research Dissemination Special Competition (2013-2014)

Terms of Reference and Instructions

The Faculty of Education HSS Seed Grant distributes funds from UBC's annual SSHRC Institutional Grant to promote research in the Humanities and Social Sciences. A residual balance in this fund makes it possible to offer a Faculty of Education HSS Research Dissemination Grant, which has the core goals of supporting the dissemination of high-impact Faculty of Education research in the social sciences and humanities while contributing to the development of graduate students as researchers. This is an opportunity to increase the visibility of the excellent research conducted by faculty, and to facilitate graduate student participation in research dissemination.

Terms of Reference

- Eligible dissemination activities include (but are not restricted to) preparation of journal articles for publication; preparation and delivery of conference presentations, specific seminars, or lectures for targeted audiences; curriculum or instructional resources for classroom or education audiences; knowledge mobilization activities such as videos, plays, blogs, etc.
- *Research findings targeted for dissemination through this project must be the result of the research work of Faculty of Education-based investigators.* Proposals for generation of new data or results will not be considered; involvement of human subjects must be covered by a pre-existing BREB certificate of approval.
- Members of the professoriate are eligible for this competition (Assistant Professors, Associate Professors, Professors).
- Applicants must make a case for how the proposed research dissemination activities will advance their program of research.
- Graduate student involvement is required, and evidenced by a description of how the project will contribute to graduate student training as well as a budget line item for GRA salary. If dissemination involves conference travel, applicants should also plan for their GRA(s)' participation in the conference).
- The maximum value of each award will be \$7,000. A total of approximately \$35,000 is available for this competition. Only one application per principal investigator is eligible.
- Projects **MUST** be completed and funds spent by March 31st, 2014. Due to the special nature of this competition, the Faculty of Education and the University will be unable to grant extensions under any circumstance.
- There is no restriction on the percentage of award funds that can be dedicated to travel. However, all travel must be completed by March 31st, 2014. Airline tickets and conference registration fees cannot be purchased in advance for conferences or events happening after March 31st, 2014.
- Successful applicants must submit a report to OGPR by April 30th, 2014 detailing how they used the funds and how the project activities helped advance their research program and graduate student development.

Timeline

Submit one original hard copy of the application by 4:00 p.m., Wednesday, September 18th, 2013 to the Office of Graduate Programs and Research (Scarfe 309).

Application Instructions

Applications must include the following:

1. The Faculty of Education HSS Seed Grant Application Form. The form includes a budget and budget justification and applicants must provide a clear explanation of how each expense relates to, and helps fulfill the goals of the project. It is particularly important to justify all travel.
2. A Project/Activities Description (attachment* – maximum 2 pages). An attachment describing the proposed activities that effectively communicates:
 - a. A discussion of the research to be disseminated, including how it is situated in the current literature;
 - b. The nature of the research dissemination activities, including a description of the target audience(s) and of the dissemination venue(s) (journal, conference, event, media, etc.);
 - c. The anticipated significance and impact of the dissemination activities;
 - d. How the outcome of those activities will advance the applicant's research program; and
 - e. How graduate students will be involved and benefit from their participation.
3. Scholarly References (attachment*)
4. A UBC Personal Data Form (for PI only).

NOTE: 6-year publication and grants history must be attached if you are using the Word version of the Personal Data Form available on the ORS web site:

<http://www.ors.ubc.ca/contents/forms> A Personal Data Form is also exportable through UBC's myCV.

Note that attachments must conform to formatting specifications: 3/4" margins, Times New Roman, font size 12

Adjudication Criteria

Applications will be judged according to the following criteria:

1. Alignment with Faculty of Education Research Dissemination Special Competition goals: Dissemination of high-quality Faculty of Education research in the social sciences and humanities while contributing to the development of graduate students as researchers.
2. Strength of the description of dissemination activities:
 - a. Clarity and quality: The clarity and quality of the proposed research dissemination activities;
 - b. Significance and impact: The potential significance and impact of the dissemination activities for the community of peers and/or research users;
 - c. Feasibility: The likelihood that the seed grant activities can be carried out within the timeline and with the funds provided by this award.

3. Appropriateness of the budget justification: The extent to which strong and appropriate justification of the proposed budget includes a) an itemized list of eligible expenses; and b) a brief description of how each item is required for the enactment of the dissemination activities.

Budget

Budget items must be fully explained and justified in terms of the proposed research dissemination. SSHRC research expense eligibility guidelines apply. Please see the Tri-Agency Financial Administration Guide available at http://www.nserc-crsng.gc.ca/Professors-Professeurs/FinancialAdminGuide-GuideAdminFinancier/index_eng.asp

Also note that release time (“buy-out”) is not an eligible expense for this grant.

Signatures

All applications must have the signatures of the Applicant, Co-Applicant (if applicable) and the appropriate Department Head(s), or in the case of The School of Kinesiology, the School’s Director. After adjudication, the Associate Dean, Graduate Programs & Research, will authorize the successful applicant’s proposal and forward it to the Office of Research Services.

The UBC research grant signature policy is available on the Office of Research Services website <http://www.ors.ubc.ca/contents/ubc-signature>

Adjudication

A Faculty of Education committee, representing all academic units and chaired by the Associate Dean of Graduate Programs & Research, will review the applications and make decisions on funding.

For more information, please contact:

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