

**2014-2015 Faculty of Education HSS Research Dissemination Special Competition**

**Application Form**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Applicant’s family name** | **Applicant’s given name** | | **Academic rank** | |
| **Department** | **Email** | | **Phone** | |
| **Co-Applicant’s family name** | **Co-Applicant’s given name** | | **Academic rank** | |
| **Department** | **Email** | | **Phone** | |
| **Project title** | | | | |
| **Total funding requested $** | | | | |
| **Please complete the following. Note that the project title above must match exactly the title of any ethics**  **approval certificate that covers this project.**  **Mark one: Were human subjects used in the research preceding this dissemination project? Yes No**  **Ethics certificate number if ethics already approved for this project:** | | | | |
| **Signatures** | | | | |
| **Applicant’s name** | | **Signature** | | **Date** |
| **Co-Applicant’s name** | | **Signature** | | **Date** |
| **PI’s Department Head’s name** | | **Signature** | | **Date** |
| **Co-Applicant’s Department Head’s name** | | **Signature** | | **Date** |
| **Associate Dean, Graduate Programs & Research** | | **Signature** | | **Date** |
| **Office of Research Services** | | **Signature** | | **Date** |

**Budget**

Provide a budget below, including a sound justification of each expense as it relates to your proposal goals.

Please see the Tri-Agency Financial Administration Guide for eligible expenses [http://www.nserc- crsng.gc.ca/Professors-Professeurs/FinancialAdminGuide-GuideAdminFinancier/index\_eng.asp](http://www.nserc-crsng.gc.ca/Professors-Professeurs/FinancialAdminGuide-GuideAdminFinancier/index_eng.asp)

**Note: Travel expenses are ineligible. All activities must be completed and funds spent by March 31,st 2015. Due to the special nature of this competition, absolutely no extensions will be granted.**

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| --- | --- | --- |
| **Budget Category** | **Amount** | **Description** |
| Salaries and benefits | $ |  |
| Analytic or consulting services | $ |  |
| Supplies and expenses (including books, reference materials, photocopying, etc.) | $ |  |
| Equipment | $ |  |
| Other |  |  |
| **Total Funding Requested**  **(up to $4000 maximum)** | **$** |  |

**Instructions for Preparing the Attachments**

**General Presentation**

Applicants are asked to attach Word documents for the *Project Description* and a separate list of *Scholarly References*. When completing this attachment, please observe the following formatting conventions: Font: Times New Roman 12pt; Margins: ¾”; Single-spaced

**Project/Activities Description (attachment - 2 pages maximum)**

In clear, plain language accessible to scholars from a variety of areas of expertise, communicate:

1. A discussion of the research to be disseminated, including how it is situated in the current literature;

2. 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.);

3. The anticipated significance and impact of the dissemination activities;

4. How the outcome of those activities will advance the applicant’s research program; and

5. How graduate students will be involved and benefit from their participation.

**Scholarly References (attachment)**

Please provide scholarly references on a separate page.

**Application Checklist**

|  |  |
| --- | --- |
| 1. **One original application form** including a research budget and a budget justification, with signatures from the applicant, co-applicant (if applicable) and Department Head(s) on the first page. |  |
| 2. **Project Description** (attachment - 2 pages maximum) |  |
| 3. **Scholarly References** (attachment) |  |
| 4. **A UBC Personal Data Form**.  Note that a 6-year publication and grants history must be attached if you are using the MSWord version of the Personal Data Form available on the ORS web site: <http://www.ors.ubc.ca/contents/forms> |  |

**Deadline and Delivery Location**

Submit complete applications by email or in person to Heather Frost by **4:00 p.m., Friday, June 27th, 2014.**

**For more information, please contact:**

Heather Frost

Research Facilitator

604-822-0215

[Heather.frost@ubc.ca](mailto:Heather.frost@ubc.ca)