



2021-2022 John H. M. and Doris D. Andrews Research and Development Award

Terms of Reference and Instructions

Dr. John H. M. Andrews, former Dean of Education, UBC from 1973-79, and his wife Doris Andrews generously endowed one award offered to tenured and tenure-track faculty in the Faculty of Education. The **John H. M. and Doris D. Andrews Research and Development Award** is designed to support educational research and development projects that have an impact on the community and that contribute to society. The research component must have a direct impact on the community and increase our knowledge and understanding of Canadian education. The development component must be conducted in collaboration with a community educational partner. The award is based on Dr. Andrews' belief that teachers, in practicing their profession, are called upon to relate, not just to their students, but also to parents, fellow citizens and teachers, school administration, their professional association, staff groups, governmental agencies, as well as the broad range of social and political groups in the community.

Terms of Reference

- Members of the Faculty of Education professoriate are eligible for this competition (Assistant Professors, Associate Professors and Professors, and their counterparts in the Educational Leadership stream).
- Applicants must clearly demonstrate how their project will have an impact on the community and increase our understanding of Canadian education.
- The proposal must clearly identify community educational partner(s) and their roles.
- There are two budget categories for this award. Budgets up to \$6,500 or \$13,000.
- The term of the award is 12 months from the date of the award notification.
- Successful applicants are expected to provide a final report to the Office of Research in Education within one month of the end of the official award term. This report will be provided to the Faculty of Education Development Office to be shared with the donor.

Application Deadline

Please email your complete application package to the Office of Research at educ.ore@ubc.ca by **12:00 Noon, Monday April 19, 2021.**

Application Instructions

Applications must submit the following as part of their application package:

1. The John and Doris Andrews **Application Form**. The form includes an abstract, budget and budget justification and a list of community partners. Applicants must provide a clear explanation of how each expense relates to and fulfills the goals of the project.
2. A **Project/Activities Description** (attachment* – maximum 2 pages). An attachment describing the proposed activities that effectively communicates:
 - a. The main issues addressed and the specific research objectives;
 - b. The theoretical or conceptual framework underlying the research;
 - c. The research methodology;
 - d. The anticipated impact and significance of the research, including an explanation of how the project will have a direct impact on the community and increase our knowledge and understanding of Canadian education; and
 - e. A clear explanation of the roles and engagement of community educational partners.
3. **References** (attachment* - no page limit)
4. **Project feasibility statement** (attachment* - ½ page). A description of the project’s feasibility, including an explanation of how the research activities can be carried out within the timeline and with the resources provided by the award. If the research is preliminary to, or part of, a larger project, identify how the proposed work is nonetheless distinct and self-contained, and how it can be completed within the term of the award and with the funds requested.
5. **Letter(s) of support** from the community partner(s) that illustrate(s) support for the project as well as the role of the community partners in the project; and
6. Applicants (PI) must attach a **6-year publication history** and **6-year research grants history**. We do not require the submission of full UBC CVs and please do not submit Co-Applicant CVs.
7. A signed [UBC Research Project Information Form](#). Note that for signatures, only those of the applicant and unit head are required at the application stage.

*Attachments must conform to formatting specifications: 12 pt. Times New Roman font; ¾” margins; and single-spaced.

Signatures

A completed [UBC Research Project Information Form \(RPIF\)](#), signed by the Applicant and their Department Head or School Director.

For sections A, B, D, and E of the RPIF please use the following information:

- For Original Funding Source: List “Faculty of Education”
- For Primary Funding Source: Check “Same as Original Funding Source” button.
- For Funding Program: List “Faculty of Education John H. M. and Doris D. Andrews Research and Development Award”
- For Budget: Check “UBC (internally funded)”
- For Total Cash: Indicate budget request
- Be sure to complete the ethics section (D)
- For Section E click the “Yes” button

Budget

Budget items must be fully explained and justified in terms of the proposed activities. Tri-Agency research expense eligibility guidelines apply. For guidelines on the Financial Administration of this award, please see the UBC current policy on [Tri-Agency Grants](#). The following document provides a condensed version of the [UBC Expenditure Guidelines](#) during the revamping of the Tri-Agency Financial Administration Guide. Note that release time from teaching (“teaching buy-out”) is not an eligible expense for this grant.

Award Decisions

A Faculty of Education committee, representing all academic units drawn from the Dean’s Advisory Committee for Research (DACR) or departmental/school designates, and chaired by the Associate Dean for Research, will review the applications and make decisions on funding.

For more information, please contact:

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