



Jacqueline Farquhar Endowment for Children's Mental Health Spring 2024 Competition

Instructions and Application Form

PROGRAM OBJECTIVES

Funding for the Faculty of Education **Jacqueline Farquhar Endowment for Children's Mental Health** is made available through a fund established by the Vancouver School Board and Jacqueline's family and friends, and is specifically designed to carry on her passion for enhancing schools' capacity to identify and respond to students struggling with depression and anxiety.

The goals of the Jacqueline Farquhar Endowment for Children's Mental Health are to:

- Translate **completed research** on children's mental health (conceptualized broadly) into accessible forms that community stakeholders and educators can utilize, disseminate and take into the classroom and/or community with a goal of impacting practice;
- Find practical uses for completed research, for example, the production of a brochure, books, workshops, instructional materials, web sites, etc., with a clear potential for impact on practice (technology component as a tool for sharing); and
- Increase the awareness of issues relating to children's mental health.

GRANT VALUE

Projects with a budget of **\$10,000** maximum are eligible to be submitted. Please note that this is an estimate of the maximum award amount available from the endowment and the precise program budget will be determined in April.

APPLICATION DEADLINE

Please email your complete application package to Robert Olaj in the Office of Research in Education at robert.olaj@ubc.ca by **March 25, 2024**.

APPLICANT ELIGIBILITY

- Funds are open to **faculty/graduate student teams**, consisting of at least one member of the UBC-V Faculty of Education professoriate (Assistant Professors, Associate Professors and Professors, and their counterparts in the Educational Leadership stream) and one or more graduate students registered in the UBC-V Faculty of Education. The faculty member is expected to play a leadership role in the knowledge mobilization project.
- **One grant per collaborative team project** is available.
- **Graduate students who are on leave or on extension are ineligible** to apply as part of an applicant team.
- Previously successful Farquhar grant recipients must submit a final report to ORE within one month of the end of the term of their award describing how the funds contributed to their program of research and scholarship. This report will be provided to the Faculty of Education Development Office to be shared with the donors, the Farquhar family.
- Applicants with active Farquhar grants and those who have been previously funded but who have not submitted final reports by the application deadline are **not eligible** to apply.

PROJECT ELIGIBILITY

- Funds are intended to support the mobilization of completed research by the faculty applicant.
- Funds are not intended to support data collection or analysis of research, but rather, to support activities designed to disseminate and mobilize research findings or outcomes to the community through an activity or product.
- Preference will be given to proposals that involve educators and/or counselors in school settings.
- It is assumed that the research to be translated has been completed and thus a BREB ethics review will not be required.
- The term of the grant is 12 months beginning from the date of the award notice. **It is important to plan your project in a way that allows for completion within this timeframe, as no funding extensions to grant accounts will be permitted.**

THE PROPOSAL BUDGET (delineated in the application form budget section)

Budget items must be thoroughly explained and justified in terms of the proposed research activities.

[The UBC policy on Tri-Agency Grants](#) applies and should be consulted when assessing eligibility of research expenses.

- Neither conference travel nor teaching buy-out expenses are eligible.
- Applicants are strongly encouraged to be mindful of the ecological impact of their projects as they develop their budgets (for example, eliminating printing costs where possible by going digital).
- Applicants should provide a detailed breakdown of research assistant expenses in the budget section of the application (research activities, hours worked, hourly rate, number of weeks, rationale for rates, etc.).

ADJUDICATION CRITERIA

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, Research, will review the applications and make decisions on funding.

Applications will be evaluated using the following criteria:

- Alignment with the goals of the Jacqueline Farquhar Endowment for Children's Mental Health Fund.
- Strength of the description of activities:
 - Clarity and quality: The clarity and quality of the description of proposed activities (e.g. goals, methods, anticipated outcomes).
 - Significance and impact: The potential significance and impact of the project for the applicant's field of study, scholarly community, and/or profession/policy/practice.
- Preference will be given to proposals that involve educators and/or counselors in school settings.
- Feasibility: The likelihood that the activities can be carried out within the timeline and with the funds provided by this award.
- Appropriateness of the budget justification: The extent to which applicants provide an appropriate justification of the proposed budget that includes a) an itemized list of eligible expenses; and b) a

brief description of how each item is required for the enactment of the proposed activities. The Committee retains the right to reduce funding if particular budget line items seem excessive or unnecessary.

APPLICATION INSTRUCTIONS

Please email **two separate PDF documents: A)** a PDF of the application (which includes the form below), and **B)** a completed RPIF, to Robert Olaj in ORE by March 25, 2024.

A) A PDF of the application, consisting of the following documents, in the order noted below. Please use this file naming convention: **lastname_2024_Farquhar.pdf**

1. The **Jacqueline Farquhar Endowment for Children’s Mental Health Fund Application Form**
The 2-page application form includes a numeric budget and narrative budget justification. Applicants must provide a clear explanation of how each expense relates to, and helps fulfill, the goals of the project.
2. A **Project/Activities Description** (maximum 2 pages). A description of the proposed activities that effectively communicates:
 - a. How your activities will translate completed research into an accessible form or product that community stakeholders and educators can utilize, disseminate and take into the classroom and/or community, with a goal of impacting practice;
 - b. The scholarly rationale for the project or product (e.g. what evidence exists for its need?);
 - c. The project goals; and,
 - d. The significance of the work and anticipated outcomes (i.e. how the project/product will increase awareness of and/or enhance children’s mental health in schools or community).
3. **References** (no page limit).
4. The Applicant (PI) must attach a **6-year publication history and 6-year research funding history**. We do not require the submission of full UBC CVs and please do not submit Co-Applicant CVs.

B) A completed [UBC Research Project Information Form \(RPIF\)](#). Note that for the signatures, only those of the applicant and unit head are required at the application stage.

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 “Jacqueline Farquhar Endowment for Children’s Mental Health”
- For Budget: Check “UBC (internally funded)”
- For Total Cash: Indicate your budget request
- Be sure to complete the ethics section (D) by clicking k the “No” button
- For Section E click the “Yes” button

For more information, please contact:

Robert Olaj | Director, Research Development | Office of Research in Education
robert.olaj@ubc.ca | 604-822-0580



Jacqueline Farquhar Endowment for Children’s Mental Health Spring 2024 Competition

Application Form

(please see instructions for additional application requirements)

Applicant’s name	Academic rank/title	Department/School	Email
Co-Applicant’s name	Academic rank/title	Department/School	Email
Project title			
Project abstract (please provide a 150-word maximum summary of the proposed research project)			

BUDGET

Provide a budget including a sound justification of each expense as it relates to your proposal goals. Please see [UBC Policy on Tri-Agency Financial Administration](#) for guidelines on for eligible expenses.

Please refer to the budget section of the instructions for guidance on eligible expenses.

Budget Category	Amount	Budget Justification
Salaries and benefits	\$	
Supplies and expenses	\$	
Equipment	\$	
Travel for research	\$	
Accommodation	\$	
Per diem	\$	
Mileage	\$	
Other	\$	
Total Funding Requested (max. \$10,000)	\$	

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