



Spring 2024 Competition

John H. M. and Doris D. Andrews Research and Development Award

Instructions and Application Form

PROGRAM OBJECTIVES

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.

GRANT VALUE

Projects budgets of **\$6,800** 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 (2 documents, see below) to Robert Olaj in the Office of Research in Education at robert.olaj@ubc.ca, by **Monday March 25, 2024**.

APPLICANT ELIGIBILITY

- Members of the UBC-V Faculty of Education professoriate are eligible for this competition (Assistant Professors, Associate Professors and Professors, and their counterparts in the Educational Leadership stream).
- Previously successful Andrews 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 donor.
- Applicants with active Andrews 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

- 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.

- 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.).
- Applicants advised to employ the Faculty's *minimum* pay rates for GRAs.

In addition, applicants should construct budgets using the Faculty's *minimum* recommended pay rates for student research assistants:

- Undergraduate GRA minimum hourly rate: \$24
- Masters GRA minimum hourly rate: \$26
- Doctoral GRA minimum hourly rate: \$28

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.

APPLICATION INSTRUCTIONS

Please email **two separate PDF documents**: 1) a PDF of the application (which includes the form below), and 2) a completed RPIF, to Robert Olaj in ORE by **March 25, 2024**.

A) A single PDF of the application, consisting of the following documents, in the order noted below.

Please use this file naming convention: **lastname_2024_Andrews.pdf**

1. **The John and Doris Andrews Application Form**. The 2-page application form includes an abstract, numeric budget and narrative budget justification, and a list of community partners. 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. 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** (no page limit).
4. **Project feasibility statement** (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. 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 "John H. M. and Doris D. Andrews Research and Development Award"
- For Budget: Check "UBC (internally funded)"
- For Total Cash: Indicate your budget request
- Be sure to complete the ethics section (D)
- 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

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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)			
Community educational partner(s)			
Name		Location	

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. \$6,800)	\$	

APPLICATION DEADLINE

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