



Social Sciences and Humanities  
Research Council of Canada

Conseil de recherches en  
sciences humaines du Canada

SSHRC  CRSH

# Overview of the IDG funding opportunity and NEW Application Process and CCV

Autumn 2012



## Insight Grants Program: Objectives

- build knowledge and understanding from disciplinary, interdisciplinary and/or cross-sector perspectives through support for the best researchers;
- support new approaches to research on complex and important topics, including those that transcend the capacity of any one scholar, institution or discipline;
- provide a high-quality research training experience for students;
- fund research expertise that relates to societal challenges and opportunities; and
- mobilize research knowledge, to and from academic and non-academic audiences, with the potential to lead to intellectual, cultural, social and economic influence, benefit and impact.



# Insight Development Grants

## Objectives:

- To support research in its initial stages conducted by new and/or regular scholars
- To enable the development of new research questions, as well as experimentation with new methods, theoretical approaches, and/or ideas (may include case studies, pilot initiatives, and critical analyses of existing research)

## Insight Development Grants: Features

- **Applicant:** Principal investigator alone or with a team
- **Duration:** 1 to 2 years
- **Value:** Up to \$75,000
- **Funding:** Separate budgetary envelope for Emerging Scholars
- **Application process:** One-stage application

## Insight Development Grants: Applicants

- Emerging Scholars must demonstrate that they have not applied successfully, as principal investigator or project director, for a grant through any of SSHRC's funding opportunities.  
  
And they must meet at least one of the following criteria:
  - have completed their highest degree no more than five years before the competition deadline (SSHRC considers only the date of completion of the first doctorate); or
  - have held a tenured or tenure-track university appointment for less than five years; or
  - have held a university appointment, but never a tenure-track position (in the case of institutions that offer tenure-track positions); or
  - have had their careers significantly interrupted or delayed for family reasons.
  
- Emerging Scholar Research
  - grants are developmental in the sense of their offering a chance for new scholars to develop their career
  - research can be but need not be wholly new - extension of thesis research is possible

## Insight Development Grants: Applicants (cont'd)

- Established Scholars
  - Have either established or had the time and opportunity to establish a record of research achievement
  
- Established Scholar Research
  - Novelty of research more significant for established scholars. Indeed, they must clearly demonstrate how proposed research differs from previous research
  - Enables them to conduct work in new areas, in new ways, to do pilot studies, etc., without being penalized for lack of experience in the new area.
  - **Does not support ongoing research by established scholars.**



## IDG Evaluation Criteria

### Challenge:

The aim and importance of the endeavour (50%)

### Feasibility:

The plan to achieve excellence (20%)

### Capability:

The expertise to succeed (30%)\*

\*Lower weighting of CV compared to Insight Grants

## Adjudication Committees

- Multidisciplinary/Multisectoral/Priority area committees
- Number of committee members is a function of applications received
- Three Readers, assigned based on expertise and suitability
- Optional cross-committee evaluation (Multidisciplinary applications)



## IDG – Detailed Description

### Guidelines:

- Provide clear and precise objectives: why are you doing the research? why is it important?
- Include complete literature review that serves to situate what you will be doing
- Outline theoretical or conceptual framework
- Ensure methodology makes sense in terms of objectives and personnel involved
- Explain all key terms and concepts



## Feedback provided

- Applicants receive
  - Notice of Decision
  - Summary of the Adjudication Committee's Comments (standardized form)
  - Committee statistics



## IDG Deadline

- Insight Development Grants - February 1, 2013

Internal university deadline - contact your research office!



## Competition Statistics

### Insight Development Grants - 2012

- 936 eligible applications
- Approx. 30% success rate (both scholar types)
- Applicants applied to 5 broad research areas, 12 committees subsequently created
- Competition budget approx. \$10 million over two years (more than half for Emerging Scholars)



## Multiple Applications

Applicants may not apply for an Insight Development Grant and an Insight Grant within the same calendar year (as principal investigator).

This means:

- A researcher who applies for an Insight Development Grant in February 2013 may not apply for an Insight Grant in October 2013.
- A researcher who applied for an Insight Grant in October 2012 may apply for an Insight Development Grant in February 2013, provided that the objectives of the research are different.



## Multiple Applications

### Grant Retention:

- A researcher may not hold an SRG and an IG at the same time. A researcher may hold an SRG and an IDG at the same time, provided that the objectives are different.
- There is no limit to the number of applications on which a researcher may be listed as a Co-applicant or Collaborator

### Re-application:

- Grant holders may re-apply to the same funding opportunity in the final year
- Automatic, one-year extension for all grants.

**Please refer to SSHRC's regulations regarding multiple applications for more information**

## Contacts and Useful information

- On applying for and holding multiple applications:  
[http://www.sshrc-crsh.gc.ca/funding-financement/policies-politiques/multiple\\_apps-demandes\\_multiples-eng.aspx](http://www.sshrc-crsh.gc.ca/funding-financement/policies-politiques/multiple_apps-demandes_multiples-eng.aspx)
- Institutional eligibility: For postsecondary institutions or not-for-profit organizations that are not yet eligible yet wish to administer SSHRC grants. Contact: [secretariat@sshrc-crsh.gc.ca](mailto:secretariat@sshrc-crsh.gc.ca)
- Tri-council financial admin guide: [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)
- Sports Participation Research Initiative: [http://www.sshrc-crsh.gc.ca/funding-financement/programs-programmes/sport\\_can-eng.aspx](http://www.sshrc-crsh.gc.ca/funding-financement/programs-programmes/sport_can-eng.aspx)
- CFI infrastructure funding:  
<http://www.innovation.ca/en/programs/funds/leaders-opportunity-fund>



SSHRC  CRSH

# HOW TO APPLY TO THE INSIGHT DEVELOPMENT GRANTS

## SSHRC's New Online Application System





## Steps to completion

1. Create an IDG application
2. Invite co-applicants, collaborators early (if applicable). They need to complete a CCV and upload it to the application.
3. Create and validate a SSHRC Common CV.
4. Attach the CCV to the application.
5. Complete and validate the application.
6. Submit the application to your research office.

## Insight Development Grants

### February 2013 Competition

Overview	
<b>Value</b>	\$7,000 up to \$75,000
<b>Duration</b>	1 to 2 years
<b>Application deadline</b>	February 1, 2013
<b>Results announced</b>	June 2013
<b>Apply</b>	<a href="#">CCV</a> , <a href="#">CCV instructions</a> , and <a href="#">application form</a>

[http://www.sshrc-crsh.gc.ca/funding-financement/programmes-programmes/insight\\_development\\_grants-subventions\\_de\\_developpement\\_savoir-eng.aspx?](http://www.sshrc-crsh.gc.ca/funding-financement/programmes-programmes/insight_development_grants-subventions_de_developpement_savoir-eng.aspx)

## Step 1: Create an IDG Application

- 1. Create an Account
- 2. Complete Profile
- 3. Create an application

Research Community  
Portal



Canada

### Welcome to the Research Community Portal

#### Account

Please register in order to access the forms, information and/or tools you need in order to apply for SSHRC funding or to act as an application participant, partner, reviewer or administrator.

Sign in on the right or [create an account](#).

#### Sign In

Email:

Password:

[Sign In](#)

I forgot my [password](#).

## Step 2: Invite Co-applicants and Collaborators (if applicable)

- If you wish to work with other researchers on your project you will have to invite them. Do this as soon as possible.
- You must invite them to participate via the online IDG application form. They will receive an email with detailed instructions.
- They must:
  1. create an account in the SSHRC portal
  2. create a CCV account, fill out and submit a SSHRC CCV; and
  3. upload their SSHRC CCV in the SSHRC portal.

## Step 3: Create, complete and validate the CCV

See Instructions for completing the CCV (<http://www.sshrc-crsh.gc.ca/funding-financement/forms-formulaires/instructions/ccv-eng.aspx>) for step-by-step walkthrough and a list of mandatory fields

*Note: Mandatory fields differ for academic and non-academic participants*

1. Register for CCV account
2. Select the SSHRC template
3. Complete all required fields for SSHRC template
4. Submit the SSHRC CCV
5. Save the SSHRC CCV file to your desktop (.xml file)

*\*Research Contributions only for past 6 years (unless career interruption or special circumstances)*

## Step 4: Upload CCV to the Application

- ❖ Join the completed and validated CCV (.xml file) to the IDG application
- ❖ Important: Co-applicants and Collaborators must also attach their SSHRC CCV in the SSHRC portal

### Canadian Common CV Upload

---

[Sign out](#)

#### Canadian Common CV Upload Instructions

---

See the [instructions](#) on how to use the Canadian Common CV (CCV) for information on completing and attaching your CCV.

#### Add New Canadian Common CV

Title:

File:

Select

## Step 5: Fill out and validate the application

- Complete all required fields
- Complete all non-mandatory fields if appropriate  
*e.g. Multidisciplinary Evaluation, Priority Areas*
- Save and validate each section
- Attach required documents (Detailed Description, reference list)
- NOTE: Applicant must ensure that all CCVs are attached to the application

Invitations				
Status	Email	Invitation Status	Role	Updated
	isabelle.senecal@sshrc-crsh.gc.ca	Invitation accepted and CCV uploaded.	Co-applicant	05/12/2012 9:33:05 AM

[Add Invitations](#)[Delete Application](#)



## Research Community Portal



Canada


Profile Feedback

Home > Application Overview




### Application Overview

[Sign out](#)



#### Application

Status	Funding Opportunity	Updated	Action
	Insight Development Grants	05/12/2012 10:01:26 AM	<a href="#">Edit</a>
▶ Application Status			


#### Attachments

Status	Title	Document Type	Updated	Action
	<a href="#">DetailDesc_V2</a>	Detailed Description	14/11/2012 3:34:22 PM	<a href="#">Edit</a>
	<a href="#">ReferencesOttawaU</a>	List of References	13/11/2012 1:54:29 PM	<a href="#">Edit</a>
	<a href="#">Plan_Final</a>	Timelines	02/11/2012 11:10:20 AM	<a href="#">Edit</a>

#### Canadian Common CVs Uploaded

Status	Title	Updated	Action
	<a href="#">JasonSmith-Final_Dec12</a>	05/12/2012 8:45:08 AM	<a href="#">Edit</a>
	<a href="#">GordonShumway-Draft</a>	04/12/2012 11:21:28 AM	

#### Invitations

Status	Email	Invitation Status	Role	Updated
	jason.moodie@nserc-crsng.gc.ca	Invitation accepted and CCV uploaded.	Co-applicant	04/12/2012 11:21:28 AM



## Step 6: Submit Application to research granting office

- Applicants submit their complete application to their Research Grants Office (RGO)
- RGO vets and forwards application to SSHRC
- Check with your RGO for internal deadlines!
- SSHRC deadline is February 1<sup>st</sup>, 2013 8PM EST

*Note: RGOs will have access to the portal on Dec. 10 and will be able to view the CCVs in the coming days.*



## Help

### Insight Development Grants

Tel: 613-996-6976

Email: [insightdevelopment@sshrc-crsh.gc.ca](mailto:insightdevelopment@sshrc-crsh.gc.ca)

### For Technical Help, Help with Online Forms:

Tel: 613-995-4273

[webgrant@sshrc-crsh.gc.ca](mailto:webgrant@sshrc-crsh.gc.ca)