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UBC Okanagan Campus Internal Grants Program Terms

REICHWALD GERMANIC STUDIES AWARD FOR RESEARCH AND CREATIVE ACTIVITY

Office of Research Services
Phone: (250) 807 9412

Value: Maximum - \$5,000

<u>Application Deadline</u>		<u>Competition Results</u>
January 15	4:00 PM	March 1
Applications are considered once a year and must be submitted by the deadline above. If the date falls on a weekend, the deadline will be moved to the first working day that follows. Funding, if awarded, will take effect on April 1 for a one-year term.		

Details

Purpose: The intent of the Reichwald Germanic Studies Award for Research and Creative Activity is to promote and to facilitate faculty research and creative activity related to any area of German society. The award will support a tenured or tenure-track faculty member at UBC's Okanagan campus to undertake research or creative activity that engages with issues of relevance to the German-Canadian community or to German intellectual, scientific, historical, political, socio-economic, and/or cultural development within Canada or internationally. The research or creative activity must be related to German society, but need not take place in Germany. Preference will be given to research or creative activity that is interdisciplinary in nature and that fosters scholarly partnerships within and outside Canada. The active involvement of undergraduate and/or graduate students in the proposed activity is strongly encouraged.

Adjudication: Award applications will be assessed by a subcommittee of the Reichwald Germanic Studies Endowment Fund Advisory Committee. It is expected that the competition results will be announced by March 1 each year.

Eligibility:

- The award is open to faculty members from any Faculty at UBC's Okanagan campus.
- Applicants must be tenured or tenure-track faculty members.
- The award is available to faculty members in both the Educational Leadership and Professoriate streams; this includes the ranks of Assistant Professor, Associate Professor, Professor, Instructor I, Senior Instructor and Professor of Teaching. Faculty members on study leave who will be returning to UBC's Okanagan campus at the conclusion of their leave may also apply.
- The applicant shall have, at the time of application for the research funding, a term of appointment spanning the period of funding, or a signed commitment for a term of employment spanning the period of funding.
- The applicant may submit an application which includes co-applicants or collaborators such as students from UBC's Okanagan campus, faculty members from other institutions, or individuals from other university partners/community organizations; however, the primary applicant for the award must be an eligible faculty member from UBC's Okanagan campus.
- Any researcher who receives an award but subsequently finds that she/he will be leaving the University must notify the Committee chairperson and discuss possible termination of the award.

- No researcher may apply for a new Reichwald Germanic Studies Award for Research and Creative Activity until the completion of any previously funded Reichwald Germanic Studies Award for Research and Creative Activity and the submission of a final report for that award. The report must be received by the Office of Research Services within six weeks of the end of the award term or by the deadline date of the current competition (whichever comes first).

Non Eligible as Principal Investigators:

- Professors Emeriti
- Research Associates
- Postdoctoral Fellows
- Visiting Scholars
- Sessional Lecturers
- Part-time appointees

How to Apply

Please submit the following to the Office of Research Services (FIP 336), by 4 pm on the deadline day. Late proposals will not be accepted.

1. Reichwald Germanic Studies Award Application Form (includes summary of proposal, budget, and justification)
2. The grant proposal (attachment: maximum five pages; please see below for required elements)
3. A UBC CV or CCV

The application should be single-sided and unstapled. All signatures must be original.

Evaluation Criteria: Applications are adjudicated by a subcommittee of the Reichwald Germanic Studies Endowment Fund Advisory Committee. While the committee members are established researchers in their own right with varied areas of expertise, no applicant can rely on the committee members being knowledgeable in the applicant's specialized area of research. Thus, applicants are **strongly encouraged** to write about the proposed research in non-technical language understandable to researchers in other fields.

Applications will be evaluated on their originality, their potential contribution to scholarship, and on the scholarly record of the applicant. Applications should include the following (where applicable):

- A statement outlining goals, project overview, and significance/impact of activity
- An explanation of methodology, execution, and procedures (Include timelines.)
- A realistic, well-justified budget
- An explanation of project outcomes and dissemination
- A statement describing student training (Clearly outline exactly what students will be doing and learning; include future student projects arising from this application.)

Signatures: The **original** (no photocopies or facsimiles) signatures of the applicant, Department/Unit Head (if applicable) and Dean or Dean Designate must accompany all applications.

Application Submission

When the application is complete, submit the original copy of the application (including the required attachments) to the Office of Research Services at UBC Okanagan. The application must be received by 4:00 pm on the deadline day

**Office of Research Services, UBC Okanagan Campus
FIPKE 336**

PLEASE NOTE: Supplementary documentation will not be accepted after the application has been submitted, **unless requested by the Office of Research Services. Late applications will NOT be accepted.**

Additional Information:

Grant Administration: Individual PGs (research accounts) will be established for each grant-holder. Expenditures against this PG will be processed through the grant-holder's Faculty/Unit office. No additional funds will be made available during the grant term.

Term of the Grant: The term of each award is April 1-March 31. Awards are given for a period of one year, plus a one-year extension if required. A written request for the extension, stating the reason for the request, must be received at least one month prior to the end of the original award term. Award holders are not eligible to reapply to the fund during the extension period unless the current project is complete and a final report has been submitted to the Office of Research Services. All eligible expenditures must be incurred prior to the end of the new award term of the extension year after which time any unspent funds will be inaccessible to the grant holder.

Research Ethics: If the research study in the application requires review and approval by one of the UBC's Research Ethics Boards (i.e. Behavioral, Clinical, Animal or Biohazard), **ethics approval must be obtained within six months of the award date** or the grantee will forfeit the award.

Reporting: A final report must be submitted to the Office of Research Services no later than six weeks after the end of the award term. Failure to submit reports will prevent consideration of subsequent Reichwald grant applications.

Acknowledgements and copies of research/creative output: Recipients of the Reichwald Germanic Studies Award for Research and Creative Activity should acknowledge having received the award in any publication or creative work made possible as a result of being funded. If applicable, a copy of any publications or creative works funded by the award should be forwarded to the chair of the Reichwald Germanic Studies Endowment Fund Advisory Committee in the Faculty of Creative and Critical Studies.

Eligible Expenses: Allowable expenses are detailed in the document "Reichwald Germanic Studies Award Eligible Expenses". The document is for guidance and is not intended to be all-inclusive. Only expenses outlined in the original application are eligible for reimbursement. Purchase of non-disposable research equipment and/or travel to discuss or disseminate research is not considered eligible expenses under this program.