THE UNIVERSITY OF BRITISH COLUMBIA

Okanagan Campus

Office of the Vice-Principal, Research & Innovation

SSHRC Explore and Exchange Grant – 2022 Program Terms

Application Deadline	Competition Results	Funding Start Date
August 31 (4PM)	September	October 1

DETAILS

Funding for the SSHRC Explore and Exchange Grant is made available through the annual SSHRC Institutional Grant Fund (SIG). This award is designed to strengthen research excellence in the Humanities and Social Sciences (HSS) by offsetting costs of research activities up to $7,000. The award term is one year.

The main goals of the SSHRC Explore and Exchange Grant program are to:

Explore

- support faculty who need seed funding to undertake pilot studies or initial research to help with future SSHRC grant applications;
- support collaborative research with the potential to lead to additional related projects funded externally;

Exchange

- support the organization of small-scale knowledge mobilization activities, such as workshops and seminars, to encourage collaboration and the dissemination of research results both within and beyond the academic community; and
- allow researchers to attend or present their research at scholarly conferences and other dissemination venues that align with SSHRC's mandate in order to advance their careers and encourage the exchange of ideas and research results at the national and international levels.

ELIGIBILITY

- The Principal Investigator (PI) must be a UBC Person who has one of the following faculty appointments: Professor, Associate Professor, Assistant Professor, and Emerita (including teaching stream). Faculty members on study leave who are returning to UBCO at the conclusion of their leave may also apply.
- Lecturers, Adjuncts, and Postdoctoral Fellows are not eligible to apply.
- PI may be awarded this grant every three years.
- PI's program of research must be primarily in the HSS disciplines.
- Projects must fall under SSHRC subject matter eligibility.
- Expenses must comply with the Tri-Agency Financial Administration Guide.

APPLICATION PROCESS

Eligible researchers are invited to submit a proposal that describes how the funding would be deployed for their project. Applications can be emailed to vprawards.ubco@ubc.ca by 4:00 pm on the deadline. Applicants will receive a reply to confirm receipt of the application. An RPIF is not required at the time of application. Templates are found on the ORS Internal Funding page.

Applications will consist of a single PDF document that includes the following (in order):

- Application Form, including institutional signatures, and which stream the application is for (Explore or Exchange) - template provided
- Current UBC CV or CCV
- A 2-page free-form proposal addressing the evaluation criteria and includes:

- o Project overview, originality and knowledge contribution, significance/impact of study
- o Objectives, methodology, and procedures (include timelines)
- o Realistic, well-justified budget
- o Capability & experience of PI, potential to lead to future research projects and external funding

Proposals must be written using a 12-point black font, single line spacing, using standard margins on an 8.5" x 11" page layout.

EVALUATION CRITERIA

It is the responsibility of the applicant to convince the committee that the proposed research fits the SSHRC Mandate, is worthy of funding, and can be carried out during the term of the award with the funds requested.

Projects will be evaluated on the following criteria (equally weighted, 25%):

- **Challenge:** Project overview, objectives, originality, knowledge contribution, significance/impact of study
- **Feasibility of Plan:** Methodology, execution, and timelines
- **Feasibility of Budget:** Realistic, well-justified budget
- **Capability**: Correlation between PI experience & project, potential to lead to future research projects

ADJUDICATION PROCESS

Applications are adjudicated by members of the Standing Review Committee (SRC) and previous award winners, chaired by the Associate Vice-Principal, Research. The UBCO SRC consists of Associate Deans, Research (or similar role), for each UBCO Faculty / School. The adjudication committee is multi-disciplinary, representing the HSS Faculties at UBCO: Faculty of Management, Okanagan School of Education, Irving K. Barber Faculty of Arts and Social Sciences, and the Faculty of Creative and Critical Studies.

It is in the applicant's best interest to propose their project/request in clear, plain language, keeping jargon and acronyms to a minimum, or providing adequate explanations for them. Thus, applicants are strongly encouraged to write about the proposed research in non-technical language understandable to researchers in other fields.

AWARD DETAILS & ADMINISTRATION

Applicants may request up to $7,000. The term of the award is for 12 months, with a start date in October following the release of competition results. 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 extensions to the award term are permitted.** At the end of the 1-year term, residual funding may be returned to the funding source.

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 three months of the award date or the grantee will forfeit the award.** This opportunity is not eligible for the preliminary release of grant funds prior to ethics approval.

REPORTING PROCESS

Grant holders will be required to complete a grant report online 3 months after the completion of the award term. Reports should indicate the activities undertaken with grant funds, and the extent to which objectives were met. Researchers will be ineligible for future internal competitions until the report is received.

PROGRAM CONTACT

Please direct questions to Nicole Bennett, Internal Programs Manager, VPRI Office at nicole.bennett@ubc.ca.