Presentation overview

→ **Objectives and features**

→ **Eligibility**

→ **Structure of committees**

→ **Preparing and submitting the application**

→ **Reviewing applications**
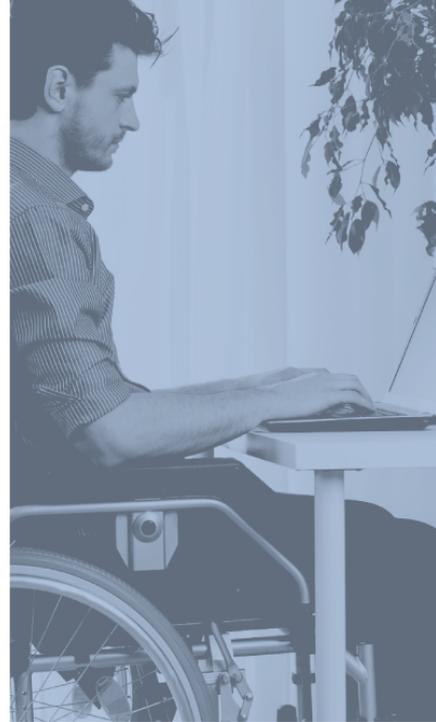
OBJECTIVES AND FEATURES

Objectives

General features

Emerging scholars

Established scholars

OBJECTIVES

→ Support research in its initial stages

→ Delve deeper into new research questions, experiment with new methods, theoretical approaches and/or ideas

→ Support research deemed meritorious through peer review and/or panel assessment

→ Provide future scholars with training opportunities

→ Contribute to the advancement of theory and/or methodology

→ Support disciplinary and multidisciplinary research

GENERAL FEATURES

→ APPLICANT   Principal investigator, emerging or established, working alone or in a team

→ CO-APPLICANT   Scholars affiliated with a postsecondary institution
(may be abroad)

→ LENGTH   1 to 2 years

→ VALUE $7,000 - $75,000

→ FUNDING   Separate budget provided for emerging scholars
(minimum 50 percent of the envelope)

→ APPLICATION   One-step application process

→ DEADLINE   February 2, 2019
(Please contact your institution for the internal deadline)

GENERAL STATISTICS 2018

→ **APPLICATIONS**   1,139 (798 emerging et 341 established)

→ **TOTAL BUDGET** $38 million (2017: $22 million)
                      2019 anticipated budget: $30M

→ **AVERAGE GRANT**   Emerging: $55,434
                      Established: $58,087

→ **SUCCESS RATES**   Emerging: 60%
                      Established: 58%

                      (2017: 33% et 31%)

EMERGING SCHOLAR APPLICANTS

→ Criteria

- Have not applied successfully, as principal investigator or research director, for a grant offered as part of a funding opportunity from three organizations (SSHRC, NSERC, CIHR) with the exception of PEG and/or knowledge mobilization grants like Connection and Knowledge Synthesis grants.

- Meet at least one of the following criteria:

  - Have completed their highest degree in the past six years
  - Have held a tenured or tenure-track postsecondary appointment in the past six years
  - Hold a postsecondary appointment, but not a tenure-track position
  - Have had their career significantly interrupted or delayed for health or family reasons within the past six years

→ Project may be entirely new or build on research conducted during graduate studies

ESTABLISHED SCHOLAR APPLICANTS

→ By definition, an established scholar is someone who has established—or who, since the completion of his or her highest degree, has had the opportunity to establish—a record of research achievement.

→ Applicants must clearly demonstrate how the proposed research is distinct from previous research.

→ IDG's do not support the ongoing research of established scholars. Refer instead to the funding opportunity for Insight Grants, Stream A.

ELIGIBILITY

Eligibility and internal verification

Budget and research tools

Multiple applications

Subject matter eligibility

VERIFICATION: OBJECTIVES AND AFFILIATION

→ Application objectives must be consistent with the objectives of the [funding opportunity](#).

→ Applicants' affiliation :

- Must be affiliated with an eligible Canadian postsecondary institution.

→ Co-applicants' affiliation:

- Must be affiliated with an eligible postsecondary institution in Canada *or abroad*.

Collaborators: No affiliation required.

VERIFICATION: STATUSES

→ Status of adjunct professors

- They must not hold full-time employment in a non-Canadian postsecondary institution or in an agency whose mandate includes funding the research proposal.

→ Status of postdoctoral researchers

- They must be enrolled in an academic program at the time the application is submitted (they cannot be researchers who have completed their PhD but who are not postdoctoral researchers).

- If offered a grant, must formally establish an affiliation with an eligible Canadian postsecondary institution within three months of the grant start date and maintain a recognized affiliation for the duration of the grant.

→ Status of doctoral students

- Must have defended their thesis before June 1 of the competition year (therefore, they must be in their final year of study).

- If offered a grant, must formally establish an affiliation with an eligible Canadian postsecondary institution within three months of the grant start date and maintain a recognized affiliation for the duration of the grant.

VERIFICATION: POSTDOCTORAL RESEARCHERS

→ 1) Apply directly to SSHRC. Read the instructions!

→ 2) An eligible Canadian postsecondary institution must agree to administer any grant received.

→ 3) A grant is not a fellowship. You cannot pay yourself a salary, nor pay any co-applicants or collaborators.

VERIFICATION: BUDGET AND RESEARCH TOOLS

→ Budget

- If more than 30% of proposed budget items are ineligible, the application is declared ineligible.

→ Research tools

- Projects whose primary objective is to digitize a collection or create a database are not eligible for funding.
- May be an output of a grant
- Must involve a significant research component

VERIFICATION: MULTIPLE APPLICATIONS

Applications submitted as an applicant	
IDG Feb. 2018 + IG Oct. 2018 = ❌	If IDG application successful.
IG Oct. 2018 + IDG Feb. 2019 = ✅	Objectives must be significantly different

→ No limit on the number of applications that a researcher can submit as a co-applicant or collaborator.

→ A grant holder may submit a new application for the same type of grant, but only in his or her grant's final year (year in which the grant holder receives the final grant installment).

→ A one-year extension is given automatically for all grants.

→ Consult the rules for multiple applications.

VERIFICATION: SUBJECT MATTER ELIGIBILITY

→ SSHRC does not support research that is mainly health-related, such as clinical research, therapy-related research, diagnostic tools, rehabilitation and epidemiology. Psychomotor research, kinesiology research and clinical education are also ineligible.

→ For advice about eligibility, applicants are invited to forward a summary of the application, including the proposed objectives.

→ Please consult the Subject Matter Eligibility section for more information.

STRUCTURE OF COMMITTEES

Review committees

Multidisciplinary applications

Research-creation

Aboriginal research

REVIEW COMMITTEES

→ Multidisciplinary, disciplinary and thematic committees

→ The number and type of committees depend on the number of applications received

→ Three readers

REVIEW COMMITTEES

→ 01 Philosophy, classics, medieval and religious studies
→ 02 History
→ 03 Fine arts and research-creation
→ 04 Literature
→ 07 Economics
→ 08 Sociology, demography and related fields
→ 09 Geography, urban planning and related fields
→ 10 Psychology
→ 11 Political science and public administration
→ 12 Education and social work
→ 13 Anthropology, archaeology; linguistics and translation
→ 14 Business, management, industrial relations and related fields
→ 16 Communications, media studies, gender studies, library and information science, related fields
→ 17 Law and criminology
→ 21 Aboriginal research
→ 22 Multidisciplinary humanities
→ 23 Multidisciplinary social sciences

RESEARCH-CREATION

→ A research approach that combines creative and academic research practices.

→ Researchers, artist-researchers and teams of researchers and artists

→ Committee 3: Fine arts and research-creation

→ To prepare a research-creation application, consult our Resource Centre for more information.

ABORIGINAL RESEARCH

→ [Aboriginal research](#) encompasses all fields of study along with areas of knowledge specific to the cultural traditions of FNIM and the world's Indigenous nations.

→ The IDG Aboriginal research committee is a multidisciplinary committee made up of Aboriginal and non-Aboriginal members who all specialize in Aboriginal research.

→ Aboriginal research proposals may be submitted to other committees.

→ For more information, please consult the [Aboriginal Research Statement of Principles](#) and the [Guidelines for the Merit Review of Aboriginal Research](#).

PREPARING AND SUBMITTING THE APPLICATION

Joint initiatives

Revisions to previous application, summary and detailed description

Knowledge mobilization plan

Roles and responsibilities of team members and student training

Budget and contributions

Exclusion of reviewers

Steps for applying online

JOINT INITIATIVES

→ Department of National Defence

- $10,000 or full grants awarded to Insight Development Grant recipients.

- Supports social sciences research pertaining to military personnel readiness, organizational and operational effectiveness, and human effectiveness in modern operations.

- Applications are first reviewed by the appropriate Insight Grants adjudication committees. If recommended for funding, they will then be forwarded to the DND relevance committee.

→ Genome Canada

- Open to all social sciences and humanities disciplines to investigate genomics in society, with the aim of potentially informing applications, practices, policies.

- Understanding of the societal implications of genomics research.

- More information may be found on the Genome Canada website.

REVISIONS TO PREVIOUS APPLICATION, SUMMARY AND DETAILED DESCRIPTION

→ Response to previous critiques (optional)

- Opportunity to justify changes made to the project following critiques from the committee.

→ Summary of research proposal

- Must be clear, complete and use plain language (may be used by media if funded).

→ Detailed description

- Clear and specific objectives: Why are you conducting this research? Why is it important?
- Project written for experts as well as generalists (e.g. properly define acronyms).
- Full and up-to-date literature review that provides context for what you will be doing.
- Describe the theoretical framework or conceptual approach.
- Ensure that the methodology is consistent with the research objectives and is aligned with the personnel involved.

KNOWLEDGE MOBILIZATION PLAN

→ Identify to whom the research results should be communicated and the best way to do so.

→ Indicate whether scientific articles reporting the results of SSHRC-funded research that are published in peer-reviewed journals will be accessible via:

- online institutional/disciplinary repositories, or

- academic journals that offer open access

→ Consult the [Guidelines for Effective Knowledge Mobilization](#) for more information (including knowledge mobilization best practices).

ROLES AND RESPONSIBILITIES OF TEAM MEMBERS AND STUDENT TRAINING

→ Justify the team members chosen based on the nature of the project.

→ Describe the roles and tasks of the applicant and team members.

→ Time allocation.

→ Establish clear roles and appropriate tasks for students.

→ Consult the [Guidelines for Effective Research Training](#).

BUDGET AND CONTRIBUTIONS

→ Principle of minimum necessary funding.

→ The budget is an adjudication sub-criterion under the feasibility criterion.

→ Submit a reasonable budget and justify all proposed expenses.

→ Expenses must conform to the rates and regulations in effect in the applicant's institution.

→ Expenses related to open access publication are eligible.

→ Refer to the [Tri-Agency Financial Administration Guide](#) and the [Guidelines for Cash and In-Kind Contributions](#).

EXCLUSION OF REVIEWERS

STEPS FOR APPLYING ONLINE

1
Create an account and an application in the [research portal](#)

2
Send an invitation to co-applicants and collaborators (if applicable)

3
Create and attach your SSHRC common CV to the application ([see instructions](#))

4
Fill out, validate and preview the application

5
Submit the application to the research office* (taking the internal deadline into account)

6
The research office then **forwards** the application to SSHRC

Doctoral students and postdoctoral fellows may submit their applications directly to SSHRC.

# START EARLY, ESPECIALLY IF YOU HAVE A TEAM!

Co-applicants must:

1. Complete a profile in the research portal

2. Accept the invitation

3. Create, submit and upload their CCV to the research portal

Collaborators must:

1. Complete a profile in the research portal

2. Accept the invitation

SSHRC CCV INSTRUCTIONS

Mandatory and optional fields for applicants and co-applicants
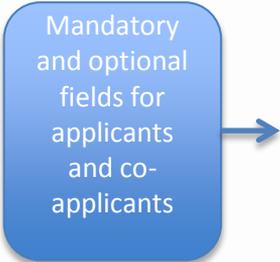
Step 1 – Registering and Logging In
Step 2 – Selecting the SSHRC CCV
Step 3 – Completing the SSHRC CCV
Step 4 – Editing and Adding Entries
Step 5 – Submitting the SSHRC CCV
Step 6 – Uploading the SSHRC CCV

REVIEWING APPLICATIONS

- Scoring the application
- Reviewing the budget
- The adjudication meeting
- Feedback

SCORING THE APPLICATION

Rating	Scoring Range
Excellent	1.00-1.83
Very Good	1.84-2.67
Good	2.68-3.50
Satisfactory	3.51-4.33
Moderate	4.34-5.16
Unsatisfactory	5.17-6.00

Note: A minimum score in the Moderate range for each review criterion is required to be eligible for funding.

SCORING THE APPLICATION

Challenge – The aim and importance of the endeavour (50%)

→ For established scholars: relevance of the proposal to the objectives of the funding opportunity;

→ Originality, significance and expected contribution to knowledge;

→ Appropriateness of the literature review;

→ Appropriateness of the theoretical approach or framework;

→ Appropriateness of the methods or approach;

→ Quality of training and mentoring to be provided to students, emerging scholars and other highly qualified personnel, and opportunities for them to contribute;

→ Potential for the project results to have an influence and impact within and/or beyond the social sciences and humanities research community.

SCORING THE APPLICATION (CONTINUED)

Feasibility – The plan to achieve excellence (20%)

→ Appropriateness of the proposed timeline and probability that the objectives will be met;

→ Expertise of the applicant or team in relation to the proposed research;

→ Appropriateness of the requested budget, justification of proposed costs and, where applicable, other financial and/or in-kind contributions;

→ Quality and appropriateness of knowledge mobilization plans, including for effective dissemination, exchange and engagement with stakeholders within and/or beyond the research community, where applicable.

SCORING THE APPLICATION (CONTINUED)

Capability – The expertise to succeed (30%)

→ Quality, quantity and significance of past experience and published and/or created outputs of the applicant and any co-applicants, relative to their roles in the project and their respective stages of career;

→ Evidence of other past knowledge mobilization activities (films, performances, commissioned reports, knowledge syntheses, experience in collaboration or other interactions with stakeholders, contributions to public debate and media) and of impacts on professional practices, social services and policies, etc.;

→ Quality and quantity of past contributions to the training and mentoring of students, postdoctoral fellows and other highly qualified personnel.

Note: No weighting for sub-criteria.

REVIEWING THE BUDGET

→ Committees may recommend budget reductions where they determine that the budget is inadequately justified or inappropriate, or where they deem that savings can be achieved without jeopardizing the project objectives.

→ Committees may also reduce the score for the feasibility criterion.

→ Potential budget reductions have a direct impact on the committee's budget envelope.

→ **Automatic failure if 50% or more of expenses are inadequately justified or deemed inappropriate by the committee.**

→ Estimate requested costs for open access as accurately as possible

The Meeting

→ Members review the applications assigned to them and submit their preliminary scores.

→ The applications are then ranked in order based on the preliminary scores awarded.

→ Emerging and established scholars are ranked and discussed separately.

→ All applications are discussed *New!*

→ The committee determines the final ranking of the applications.

→ A budget envelope allows the committee to see which applications will receive funding and where the cut-off line for funding sits.
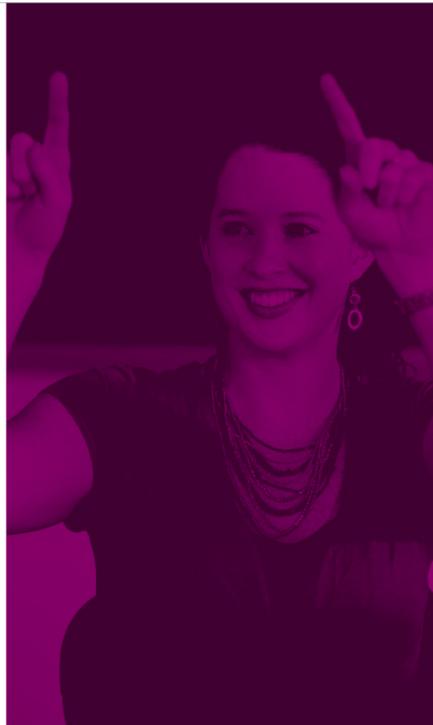
FEEDBACK

→ Applicants will receive an email informing them that the following documents have been deposited in their research portal account:

- Notice of decision
- Award letter (if application is successful)
- Committee evaluation form
- Statistics on the committee and competition

→ The following information is posted online following the competition:

→ [Adjudication committees](#)

→ [Competition statistics](#)

HELP

Insight Development Grants

613-996-6976

insightdevelopment@sshrc-crsh.gc.ca

Online Application Form Support

613-995-4273

webgrant@sshrc-crsh.gc.ca