**JIBC SSHRC Institutional Grant – Explore Application**

**REFERENCE COPY ONLY**

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| **Applicant Information** | | |
| Principal Applicant | Position | |
| Click or tap here to enter text. | Click or tap here to enter text. | |
| School | Department | |
| Choose an item. | Choose an item. | |
| Email Address | Telephone Number | Date of Last Explore/Exchange Grant (if applicable) |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap to enter a date. |
| Title of Project | | |
| Click or tap here to enter text. | | |
| Start Date | Estimated End Date (maximum 12 months) | Amount Requested (Maximum $7000) |
| Click or tap to enter a date. | Click or tap to enter a date. | Click or tap here to enter text. |
| Are there co-applications with this proposal? | If so, please list below: | |
| Choose an item. | Click or tap here to enter text. | |

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| **Certifications/Approvals**  Some types of research projects require review and approval by JIBC’s Research Ethics Board (REB) before research can begin. Please indicate if your research project requires certification. | |
| Use of Human Subjects as Participants | Use of Animals |
| Use of Biohazards (microorganisms, cell lines, human and/or animal tissues/fluids, biotoxins or genetically modified organisms) | Use of Controlled Substances (license approval) |
| None of the Above | |

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| **Plain-Language Project Summary**  Write a plain-language summary of approximately 200 words.  Provide a very brief, concise, non-technical summary of the proposed research, stating the overall objectives of the proposed research project, importance of the work, and the key research questions. This will be available to the public if your proposal is funded. |
| Click or tap here to enter text. |

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| **Project Description**  Provide a detailed description of the proposed research for each of the sections below. |
| **Objectives**  State the objectives of your proposal.  Approximately 300 words. |
| Click or tap here to enter text. |
| **Context**  Situate the proposed research in the context of relevant scholarly literature. Explain the relationship and relevance of the proposed research to your ongoing research (if applicable). Explain the importance, originality, and anticipated contribution to knowledge of the proposed research.  Describe the theoretical approach or framework (if applicable).  Approximately 300 words. |
| Click or tap here to enter text. |
| **Methodology**  Describe the proposed research strategies and key activities, including methodological approaches and procedures for collecting and analyzing data to achieve the stated objectives.  Justify the choice of methodology and explain the specific instruments or procedures to be used. For example, if you plan to conduct interviews, specify the type of interview to be conducted, the nature of the questions, etc. It is equally important to explain how the data will be analyzed (i.e., Techniques to be used and why these techniques are appropriate) so that the committee can clearly understand what important contribution will be made to the advancement of knowledge. The project should not simply serve as a data-gathering exercise.  Approximately 500 words. |
| Click or tap here to enter text. |
| **Description of Team**  Only required for applications involving one or more co-investigators.  Clearly explain why a team approach is appropriate for the proposed research by describing the roles, responsibilities and contributions of the lead investigator, each co-investigator, and any other researchers participating in the project.  Approximately 200 words. |
| Click or tap here to enter text. |
| **Student Training**  Clearly describe the specific roles and responsibilities of students indicating the duties they will be undertaking and how these will complement their academic training.  Approximately 200 words. |
| Click or tap here to enter text. |
| **Knowledge Mobilization**  Provide a plan to communicate the results of your research within the academic community and/or outside the academic community.  Approximately 200 words. |
| Click or tap here to enter text. |

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| **Budget Justification**  Provide a full justification of all budget costs in terms of the needs of the research.  Approximately 500 words. |
| Click or tap here to enter text. |

**Budget**

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| --- | --- |
| **Description** | **Cost** |
| Personnel Costs | |
| Student salaries and benefits | Amount |
| Non-student salaries and benefits | Amount |
| Travel and Subsistence Costs | |
| Canadian travel | Click or tap here to enter text. |
| International travel | Click or tap here to enter text. |
| Other Expenses | |
| Professional/Technical Services | Click or tap here to enter text. |
| Supplies | Click or tap here to enter text. |
| Non-disposable equipment | |
| Computer hardware | Click or tap here to enter text. |
| Computer software | Click or tap here to enter text. |
| Other | Click or tap here to enter text. |
| **TOTAL** | Click or tap here to enter text. |

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| **Follow-up Funding**  If awarded an Explore Grant, the applicant should commit to considering a SSHRC grant application (e.g., Connection, Partnership Engage, Insight Development, Insight) within 2 years from the end date of their grant.  What follow-up SSHRC funding are you interested in pursuing? Provide the grant program, amount, and date of the anticipated application. |
| Click or tap here to enter text. |

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| **Dean/Director Support**  Your Dean or Director must be in support of your application and must be consulted prior to submitting an application. A copy of the application will automatically be sent to both the applicant and Dean/Director upon submission. Please enter the name and email address of the Dean/Director. |
| Name of Dean/Director: Click or tap here to enter text. |
| Email address of Dean/Director: Click or tap here to enter text. |

I declare that the information contained in this application is accurate and complete to the best of my knowledge and that the funds are required to support my own research. I agree to abide by the conditions specified in the terms of reference of SSHRC.

**To be completed using application link.**

Applicant’s Signature Date

**Applications must be submitted using this link:** [**JIBC SSHRC Institutional Grant Application - Explore**](https://app.smartsheet.com/b/form/9e9c96222bf44e3598288187e5c16049)

**Please contact** [**appliedresearch@jibc.ca**](mailto:appliedresearch@jibc.ca) **if you have any questions or concerns.**