**Robbins-Ollivier Award for Excellence in Equity 2024**

**INTERNAL PROPOSAL FORM**

Please send completed forms to Lytton McDonnell - Strategic Project Officer [strategicpo1@uvic.ca](mailto:strategicpo1@uvic.ca) by August 30th 2024 at 11:59pm.

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| --- | --- | --- | --- | --- |
| 1. ADMINISTRATIVE DETAILS | | | | |
| **PROPOSAL TITLE** |  | | | |
|  |  | | | |
| **LEAD APPLICANT** |  | | | |
| Faculty |  | | Dept/Centre |  |
|  |  | | | |
| **TOTAL BUDGET** | | $ | | |

|  |  |  |  |
| --- | --- | --- | --- |
| 1. SIGNATURES (Lead Applicant only) | | | |
|  | Name | Signature | Date |
| Applicant |  |  |  |
| Chair/Director |  |  |  |
| Dean/Centre Director |  |  |  |
| Signature of Chair/ Director confirms the availability of the identified departmental/school facilities, space and other resources required to carry out the proposed initiative; and the proposed PI time commitment is approved. Signatures of Dean and/or Centre Director confirms the project is approved, including the use of identified Faculty/Centre resources and space; and the proposed PI time commitment is approved. | | | |
| 1. SUMMARY OF PROPOSED PROJECT (2 PAGES) | | | |
| Please address the following points:  description of the project that shows how it is bold and potentially game changing;   * the expected impacts/outcomes, in terms of changing the status quo and sparking change towards a more equitable institution and/or research or academic ecosystem; * A description of the team members and their roles in the project; * how engagement with individuals from underrepresented groups will be conducted to help inform the work; * how best practices in equity, including intersectionality, will be applied within the project. | | | |
| 1. CONTRIBUTIONS TO LEADERSHIP (1 PAGE) | | | |
| Summary (with examples) of the overall contributions of the lead applicant to and leadership in addressing inequities in the institution and/or the research ecosystem and academia more broadly (1 page). | | | |
| 1. BUDGET AND BUDGET JUSTIFICATION (1 PAGE) | | | |
| Provide a detailed one-year budget for the initiative that explains how the $100,000 award will be used to meet the objectives stated in the project description. Refer to the Robbins-Ollivier guidelines for eligible/ineligible expenses. | | | |
| 1. CV SUMMARIES ( 2 PAGES EACH) | | | |
| CV summaries for each team member. Please complete the following fields for each CV summary:  Name:  Proposal title:  Faculty/ Department/ Research Centre (if applicable):  Education/training:  Employment/affiliations:  Research funding (last 5 years):  Most significant contributions relevant to the Robbins-Ollivier proposal: | | | |