STRATEGIES FOR SUCCESSFUL

SSHRC INSIGHT DEVELOPMENT GRANTS

OFFICE OF RESEARCH SERVICES, DECEMBER 15, 2022

University of Victoria

IMPORTANT DATES

ASAP – Let your faculty research facilitator (FGO) know you are applying

January 12 – RASF submission deadline (submit through RAIS)

Draft application will be reviewed by your FGO & ORS. You will receive feedback and have the opportunity to make changes/edits prior to submitting to SSHRC.

February 2, 5pm PT – Deadline to submit final application to SSHRC

June 2023 – SSHRC communicates results

~July 2023 *– If funded, earliest project would begin*

IDG KEY FEATURES

- Funding for disciplinary or inter/multi-disciplinary research in social sciences and humanities (incl. research-creation)

- Minimum 50% of funding envelope set aside for applications with Emerging Scholar as Applicant (higher success rate)

- Project funding: defined objectives & timeline
- Small budget & short term: $75,000 over 1-2 years
- Must train students & mobilize knowledge to generate scholarly & social benefits

- **Common IDG projects:** case studies, pilot initiatives, critical analyses of existing research, preliminary investigations, etc.

IDG KEY FEATURES

- No external reviewers; 3 committee readers per application

- Two different applicant categories:

  Established Scholars: proposed research must be distinct from previous/ongoing work (e.g. new methods, novel theoretical approaches, experimentation, deviation from past research)

  Emerging Scholars: no restrictions on proposed research

Resource: SSHRC definitions of Emerging and Established Scholars

GENERAL ADVICE

- Ask your faculty research facilitator (FGO) if they can share any copies of successful applications
- Make use of available resources: Checklist of components, templates, SSHRC guidelines, UVic budget resources, etc.
- Understand how your application will be evaluated
- Line up colleagues to provide feedback on your application
- Start planning and writing ASAP – only 49 days ‘til deadline!

ADVICE FOR EMERGING SCHOLARS

- Your faculty research facilitator (FGO) is here to help!
- Consider planning the project *before* you start writing
- Use UVic's Detailed Description template
- UVic budget resources & budget module template will help you cost your project and create a well-justified budget; UVic Tri-Agency Expense Guide lists eligible expenses for SSHRC
- Remember to submit an RASF using RAIS (UVic requirement)

Tip: All of this advice is also useful for Established Scholars!

ADVICE FOR ESTABLISHED SCHOLARS

- Don’t underestimate how much time preparing your Canadian Common CV could take (and remember it’s also required for any Co-applicants)
  - **Tip:** understand which CCV fields are optional

- Include a strong justification that the research you are proposing is eligible for an IDG (e.g. new area, new methods, new approach) – otherwise, your application may fail ☹

- Think small and strategic: budget and timeline won’t support a big project but this project can/should position you for a future, larger grant (e.g. SSHRC Insight) – having 2-3 objectives is sufficient

ADVICE IF UNSUCCESSFUL LAST YEAR

- Share your evaluation/feedback with your FGO & strategize:
  - Is IDG the right choice for your project?
  - Should you reapply now or wait?
  - Which sections do you need to revise/improve?

- "Revisions since previous application" module is optional but can be used strategically:
  - Thank past reviewers for their feedback & explain how it was useful
  - Describe main changes made to this year's version to demonstrate effort put into the revision process and explain how it's been improved.
  - Set positive tone for application and make a good impression on readers

- Peer review: ask colleagues to review your revised application

Excellent resource: Revising and Resubmitting a SSHRC Application

MULTI-/INTERDISCIPLINARY APPLICATIONS

- Choice of evaluation committees:
  - 22 – Multidisciplinary or interdisciplinary humanities
  - 23 – Multidisciplinary or interdisciplinary social sciences

- Justify need for multi-/interdisciplinary evaluation in Summary of Proposal section and list various disciplines from which expertise should be drawn to assess your proposal

MULTI-/INTERDISCIPLINARY APPLICATIONS

- If application represents research across disciplines and subject areas pertaining to two or more of the (1) social sciences & humanities, (2) natural sciences & engineering, and (3) health & wellness, you can alternately choose:

  - 24 – Tri-Agency Interdisciplinary Peer Review Committee
    Note: This committee uses a harmonized peer review process, including evaluation criteria that differs from the usual IDG process.

- Upload 1-page request for evaluation by this committee.

- Interdisciplinary approach must be a key characteristic of proposed project, whose goals could not be achieved without it.

RESEARCH-CREATION APPLICATIONS

- Research-creation = research approach that combines creative *and* academic research practices, and results in artistic work (e.g., painting, sculpture, film, poetry).

- Select "03 - Fine arts, research-creation" committee
- Answer "Yes" to *Is this a research-creation project?*

- Include link to website with samples of work that illustrate qualifications and/or nature of proposed research-creation

Resources: Presentation on preparing an application involving research-creation

Preparing an application involving research-creation for Insight and IDG

STRATEGIES FOR WRITING

Focus on preparing the most important sections first:

1. Detailed Description (**what** you're going to do)

2. a) Roles & Responsibilities
   b) Roles & Training of Students (**who's** going to do it)

3. Timelines (**when** you're going to do it)

4. a) Funds Requested from SSHRC
   b) Funds from Other Sources **(costs & how you'll cover them)**

5. Canadian Common CV **(worth 30% of total score)**

STRATEGIES FOR WRITING

Next, move on to the secondary components:

- Knowledge Mobilization Plan
- Expected Outcomes
- List of references (compile as you go along)
- Summary of proposal (read first but may be easier to write last)

Finish up with the bits & pieces:

- Established scholars: Proposed vs. Ongoing Research
- Research-Creation Support material (if applicable)
- *Anything else that's required (see Checklist)*

STRATEGIES FOR WRITING

Possible timeline:

- Rough draft of most important components by December 31 (complete is better than perfect); seek colleague feedback
- Secondary components and bits & pieces drafted by January 6
- Make revisions & integrate feedback January 7-11
- January 12: RASF submission deadline
  (submit complete draft for review but can continue editing, improving application, and integrating feedback)

BUDGET TIPS & TRICKS

- UVic budget resources & budget module template will help you cost your project and create a well-justified budget; UVic Tri-Agency Expense Guide lists eligible expenses for SSHRC
- Review successful applications to get a sense of common expenses
- Given small budget, assign hours to specific tasks/responsibilities and pay students an hourly wage instead of stipends
- UVic provides free webhosting and WordPress service for creating websites and blogs; some software is available for free

BUDGET TIPS & TRICKS

- Be reasonable with open-access publication fees requested: take advantage of UVic Libraries discounts and consider using Pro-D funds to offset costs

- Only budget for 1 conference in Year 2 and use Pro-D funds to cover additional conferences if required

- Take advantage of UVic Libraries' services for researchers

CHOOSING TEAM MEMBER ROLES

- SSHRC's definition of "Team" = Applicant plus any Co-Applicant(s) and/or Collaborator(s)
- No team members can be remunerated with grant funds (which includes students and postdocs serving as Applicant, Co-applicant or Collaborators)
- Grant funds can be used for Applicant/Co-Applicant research costs and/or any travel expenses
- Grant funds can only be used for Collaborators' travel and subsistence expenses related to research planning and information exchange with the Applicant, or dissemination.
- International academics can be Co-Applicants (or Collaborators)

Resource: Determining team member roles

KNOWLEDGE MOBILIZATION PLAN

- Think about the various audiences for your research results and how best to reach each of them
- Be creative, (reasonably) ambitious, and provide justification for proposed activities
- Where feasible, reach out to community or general public

Resources: Guidelines for Effective Knowledge Mobilization

Examples of Knowledge Mobilization for different audiences

EXPECTED OUTCOMES

- **Outputs** = short-term results and project products (e.g., new knowledge, book, artwork, website, conference presentation, policy brief, event, student training opportunities, etc.)

- **Outcomes** = activities undertaken as a result of new insights (e.g., new research partnerships or collaborations)

- **Impacts =** long-term changes in attitudes, behaviour, beliefs, or policies resulting from outcome(s) and output(s)

Resources: Examples of Expected Outcomes for different audiences

QUICK EVALUATION OVERVIEW

Timelines

Roles & Responsibilities and Canadian Common CVs (team expertise)

Funds Requested from SSHRC & Funds from Other Sources (aka, Budget)

Knowledge Mobilization Plan

Detailed Description

Expected Outcomes

Roles & Training of Students

Established Scholars only:
Relevance to IDG objectives

Canadian Common CVs (past experience, outputs, and training provided, previous knowledge mobilization)

Research-creation examples (if applicable)

More details on SSHRC website

RESOURCES AT UVIC

Your faculty research facilitator (FGO): https://www.uvic.ca/research-services/home/facilitation/index.php

Research partnerships with non-industry organizations or communities: communityresearch@uvic.ca

UVic Libraries: https://www.uvic.ca/library/research-teaching/

UVic Grant Writing Resources: https://onlineacademiccommunity.uvic.ca/grantwriting/sshrc/insight-development/

CONTACTING SSHRC

- Uncertain if you are eligible to apply (for any reason)
- Not sure if you should apply as Emerging or Established Scholar
- **>>> E-mail** insightdevelopment@sshrc-crsh.gc.ca

- Not sure if your project is eligible
- Concerns about subject matter eligibility
- Need guidance on which committee to select

>>> **E-mail a summary of your project and its objectives to** insightdevelopment@sshrc-crsh.gc.ca

- SSHRC application portal problems **>>> call 613-995-4273**
- Canadian Common CV technical issues >>> **call 1-888-603-4178**

QUESTIONS?