

# **TWU INTERNAL GRANTS COMPETITIONS**

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1. SSHRC Institutional Grants (SIG)
2. TWU Research Grants (including Faculty Research Fund and Provost Research Fund)

### **1. SSHRC GRANTS**

#### **DESCRIPTION**

The Social Sciences and Humanities Research Council (SSHRC) Institutional Grants Program supports research in the social sciences and humanities. Funding from SSHRC is through an annual block grant to the University (the SSHRC Institutional Grant or SIG). The amount of the SIG is based on the University's recent performance in SSHRC's research grants programs, as well as the number of University faculty members who are eligible for funding by SSHRC. Each internal grant competition also includes unused SSHRC funds from previous competitions.

#### **OBJECTIVES**

The purpose of SSHRC funding is to assist Canadian universities to:

- 1) develop, increase or strengthen research excellence in the social sciences and humanities;
- 2) assist, in particular, researchers embarking on their research career to become competitive in grant competitions at the national level;
- 3) assist established researchers with modest funding requirements or those wishing to reorient and strengthen their research programs;
- 4) support national and international dissemination and collaboration.

### **2. TWU RESEARCH GRANTS**

#### **DESCRIPTION**

The TWU Research Grants Fund supports disciplinary and interdisciplinary research across the university. Preference is given to non-SSHRC eligible applications. SSHRC-eligible awards may be made if sufficient funding is available.

#### **OBJECTIVES**

The purpose of TWU Research Grant funding is to assist TWU researchers to:

- 1) apply faith-based perspectives to the pursuit of knowledge and critical understanding;
- 2) conduct seed research projects for long-term research plans and external funding;
- 3) maintain research plans with modest funding requirements or for which few external funding opportunities exist;
- 4) fund institute activities that generate specific research outcomes.

### **3. ELIGIBILITY REQUIREMENTS**

#### **GENERAL**

- 1) Full-time faculty appointment at TWU (tenure, tenure track, or sessional).
- 2) Visiting fellows and scholars are not eligible, nor are the costs incurred for their travel and residency; however, postdoctoral fellows affiliated with the institution are eligible to receive support provided they meet the other eligibility criteria.
- 3) Students are not eligible to hold their own award (but employment of students in internal grant research is encouraged).

#### **SSHRC ONLY**

- 1) Citizens or permanent residents of Canada.
- 2) Support must be for scholarly activity in the humanities and the social sciences. For information on subject matter eligibility see [www.sshrc-crsh.gc.ca/funding-financement/apply-demande/background-reseignements/selecting\\_agency-choisir\\_organisme\\_subventionnaire-eng.aspx](http://www.sshrc-crsh.gc.ca/funding-financement/apply-demande/background-reseignements/selecting_agency-choisir_organisme_subventionnaire-eng.aspx). The following are the categories from the [SSHRC Committee research fields](#) and show the range of disciplines within the SSHRC mandate.  
Group 1: History; medieval studies; classics; literature; fine arts; philosophy; religious studies; and related fields.  
Group 2: Anthropology; archaeology; linguistics; translation; political science; public administration; law; criminology; geography; urban planning and environmental studies; and related fields.  
Group 3: Business and management; economics; and related fields.  
Group 4: Sociology; demography; communication studies; journalism; media studies; gender studies; cultural studies; library and information science; and related fields.  
Group 5: Education, [psychology](#); social work; and related fields.

#### **TWU RESEARCH GRANTS ONLY**

- 1) If not a citizen or permanent resident of Canada, employed full-time by TWU for duration of the award.

### **4. APPLICATION PROCESS**

The deadline for submission of applications is in late January annually. A competition call will be emailed in December with the specific deadline date for that year.

Application forms can be found at <https://www.twu.ca/research/research-services/funding-opportunities/internal-research-grants>. If you have any questions, please consult the internal grants helps on the application web page.

Submit your application by emailing one signed copy of the application and attachments to Sue Funk at [sue.funk@twu.ca](mailto:sue.funk@twu.ca).

The maximum amount that will be awarded to one application is \$7,000. Faculty can be the PI for only one grant application. They can be a Co-Investigator on another faculty member's grant in the same competition.

Applicants are encouraged but not required to:

- 1) form research partnerships, which may be interdisciplinary;
- 2) involve students in their proposed research activity;
- 3) relate their research to the [TWU Strategic Research Plan](#).

Applicants also are encouraged to seek peer mentors in the grant writing process. Those whose research involves creative processes and products are especially advised to seek a range of peer reviewers.

## **5. ADJUDICATION**

The SSHRC and TWU internal grants programs are administered through the Academic Research Council (ARC) which is composed of a representative from each TWU faculty and school. The Internal Grant Competitions are chaired by the Vice-Provost, Research and Graduate Studies. ARC members receive the applications, and assess and score them based on the [Internal Grant Evaluation Criteria](#). After the OR receives the assessments and averages the scores, the committee meets to discuss the applications with a view to providing helpful feedback to the applicants.

Official notifications will be sent out shortly after the TWU Internal Small Grants Competition meeting.

## **6. ADMINISTRATION OF THE GRANT**

### **ANIMAL CARE CERTIFICATION**

Applicants whose research involves animal subjects must apply to the Animal Welfare Committee for certification. Responsibility for obtaining certification rests with the applicant and must be obtained *before* you start your research. Funding for such projects will be withheld until such approval is granted. For the certification processes, please contact Darcy Kehler, Animal Welfare Committee Chair at [kebler@twu.ca](mailto:kebler@twu.ca).

### **BIOSAFETY CERTIFICATION**

Applicants whose research involves biohazards must apply to the Biosafety Committee for certification. Responsibility for obtaining certification rests with the applicant and must be obtained *before* you start your research. Funding for such projects will be withheld until such approval is granted. For the certification processes, please contact Christopher Hall, Radiation and Biosafety Officer at [christopher.hall@twu.ca](mailto:christopher.hall@twu.ca).

### **ETHICS REVIEW**

Applicants whose research involves human subjects must meet the requirements of the TWU Research Ethics Board. Responsibility for obtaining approval rests with the applicant and must be obtained *before* you start your research (this includes recruitment). Funding for such projects will be withheld until such approval is granted. For a Request for Ethical Review of Research form, go to the following website: <https://www.twu.ca/research/research-services/research-ethics>.

## **ACADEMIC INTEGRITY**

If after TWU due process, a grant holder is found in breach of the [Tri-Agency Framework: Responsible Conduct of Research](#), or requirements for animal care, biosafety or human subjects research, the grant must be returned to the Research Office for redistribution in the next internal grant competition.

## **FINANCIAL**

Sue Funk in the Research Office will facilitate the financial administration of the grant.

## **REPORTING**

Small Research Grants are awarded for a period of up to 2 years. Upon completing or terminating a project, the grantee must file a Completion Report (available from the Research Office). Any applicant who has not submitted a completion report for a previous grant must do so prior to consideration of a new application.

## **7. INQUIRIES ABOUT POLICY**

Inquiries concerning policy issues may be directed to the Vice-Provost, Research and Graduate Studies.