

OFFICE OF THE VICE-PRESIDENT, RESEARCH AND GRADUATE STUDIES

Individual Seed Grant Program

Overview: The Office of the Vice-President, Research and Graduate Studies' (OVRGS) Individual Seed Grant Program supports the development of Innovative Research/Creation (research, research-creation, and creation) projects to attract external funding to the University for continuation of the research. The program is aimed at short-term research/creation projects that fall into one of three streams.

Stream A – New Directions

The program provides funds to researchers to explore new research, questions and/or approaches that are distinct from the applicant's previous or ongoing research/creation.

Stream B – Research/Creation Boost

The program is open to anyone whose academic productivity has been adversely affected by events such as the pandemic, medical or family leaves or other professional obligations such as university service, or who has experienced difficulty in obtaining external funding.

Stream C – Strategic Priorities¹: To encourage, foster and strengthen research areas of importance to the university, funding will be set aside to support a limited number of projects that meet one or more of the following criteria:

- Early Career: new scholars within the first 5 years of their first appointment
- Sustainability: impactful research addressing sustainability issues or related to advancing the Sustainable Development Goals (SDGs)
- Indigenous Research/Creation: research by and with Indigenous communities that addresses community research needs and priorities

Individual Seed Grant applications must target one or several funding programs provided by external sources (e.g. funding agencies, industry, foundations) for the next phase of the project. In order to qualify for an individual seed grant it is important to demonstrate the potential to attract external funding within a period of 1-2 years. It is expected that the Individual Seed Grant Program funds will allow for a few months of research activities leading up to the following external competition.

Value: \$10,000 to be used over two years. Matching funds and in-kind contributions can be included in the budget but are not required.

Duration: 2 years. Unspent funds at the end of the period will be returned to the University and accounts closed. No extensions will be provided.

¹ These priorities respond to institutional commitments such as the Indigenous Directions Action Plan, the Sustainability Action Plan and the United Nations SDGs.

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Award Conditions: Successful applicants will be required to follow through with an external grant application to be eligible for future funding.

The following schedule is encouraged:

1. 6-month check-in meeting with the respective Advisor, Research Development to discuss progress
2. End of Year 1 - a draft application to external grant agency submitted to the Advisor, Research Development for discussion/development.
3. An application submitted to a funding Agency by the end of the second year

Eligibility: The competition is open to all full-time tenured or tenure-track faculty members with the exception of those who currently hold one of the following funding awards:

- CURC/CRC or other Chair/Professorship awards
- External grant funding for the same project
- A faculty member cannot submit a new application to the same program while a previously awarded OVRGS Individual Seed grant is still active.

Eligible expenses include:
<ul style="list-style-type: none">• Salaries for students, Postdoctoral fellows and other personnel directly involved in the research• Travel for partnership development, field work and data collection or dissemination of research results• Supplies and small pieces of equipment, such as software or computers, if well-justified• Open Access publication fees

Research projects supported by the OVRGS must comply with the University policies governing research.

Evaluation Criteria: As the Faculty Research Committee (FRC) may not include a member from the applicant's discipline, adjudication will be based on the information that is presented; therefore, highly specialized technical language and/or disciplinary jargon should be avoided.

Applications are evaluated and adjudicated by the FRCs, based on the selection criteria below. The *weights* are only suggestions and may be modified by the FRC at its discretion, but must be justified in the recommendation to the OVRGS. The applicant must indicate to which stream they are applying at the start of the application and speak to that particular stream in the relevant sections of the proposal

1. Originality and innovation of the proposal: **(30%)**
 - Explores and tests new ideas, methods, or practices
 - Holds the potential for a breakthrough in knowledge or practice
 - Demonstrates innovative knowledge mobilization activities
 - Fosters interdisciplinary research, develops new research synergies or networking opportunities
 - Significance of the proposal in building or moving forward a research question or an active body of work
2. Potential to attract external funding within two years of receiving funding **(25%)**
3. Demonstration and integration of Equity, Diversity and Inclusion principles **(15%)**
4. Training and involvement of students **(20%)**

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5. Timeline and feasibility of the project (**10%**)

Note: Applicants must use the appropriate agency CV (for ex: CCV for CIHR, NSERC, SSHRC)

The University Research Committee (URC) will make the final decision on funding allocations based on the: 1) Faculty rankings, 2) number of recommended projects, 3) amount requested, and 4) availability of funds. The University may declare preferences related to its developmental needs and strategic directions, and might choose to fund those projects that best fit with this description in any given year.

Competition Deadlines: Faculties will set and communicate their own internal deadlines. Competition results will normally be announced by April 1, 2022.

Application Submission Procedures: Ready to apply? Specific application requirements can be found in ConRAD by accessing **Forms**, selecting the **Apply New** button and choosing the **Individual Seed Grant Form** to complete.

Accessibility: For users that navigate and access information on the web regardless of disability, device or technical constraint we have set in place a process should a different submission method be needed. Please contact the Office of Research directly for more information.