

Office of the Dean, Faculty of Community Services
FCS SEED GRANT

PURPOSE

FCS Seed Grants support a wide range of scholarly initiatives that will provide the foundation for external funding applications and that will be disseminated in peer reviewed scholarly venues and journals.

AMOUNT: Seed Grants up to \$5,000 for SRC initiatives, including pilot studies, leading to applications for external funding.

ELIGIBILITY

The FCS Seed Grant is targeted for faculty members for whom research related activities are part of their contractual obligations. The SRC Committee will give priority to support pre-tenured faculty members who are not holding any grants.

APPLICATION REQUIREMENTS

- FCS Seed Grant proposals will be reviewed by the FCS SRC Committee comprised of faculty members who are representatives of FCS Schools. To assist Committee members to constructively review proposals, please provide enough detail with regard to the background and planned approach to allow the reviewers to conduct a comprehensive review.
- SRC activities that will involve the use of human subjects ("any person who is used as a source of raw or unformulated data in the conduct of research and who is not acting in the capacity of principal investigator or assisting such an individual") must be reviewed by the Ethics Review Board. Funds will not be released until such a review is completed. If the Seed Grant is for support to obtain ethics approval, then the Ethics Certificate must be forwarded to the Dean's Office, upon receipt of the Certificate.
- If applicants intend to apply or have applied to other funding sources, a list of the other funding sources (including potential sources) and their respective levels of funding must be provided.
- Please include a recent CV. The Canadian Common CV is a highly recommended submission format.
- All sections must be complete. Incomplete proposals will not be reviewed.
- Applicants are requested to indicate areas of overlap in the current request for funding.
- A detailed budget and budget justification specific to the requested funding and timeline for project completion must be provided.

*Please note that minimum RA salary rate is currently at \$18.16/hour, and 18% benefits cost should be included in the budget calculation.

*Please note that faculty who have received previous FCS Seed Grants are required to include:

- The title of the grants
- Upload of related peer-reviewed dissemination products (e.g. completed manuscripts, draft manuscripts, proposals for external funding).

EVALUATION CRITERIA

- All proposal requirements have been provided in full.
- Significance and quality of the project.
- Feasibility of completing project within the timeframe.
- Appropriateness of budget allocation and justification.
- The appropriateness and relevance of specified funding to the stated project objectives.
- FCS Seed grants' timeframe is usually 12 months.

RESPONSIBILITIES

- Recipients of an FCS Seed Grant cannot transfer the grant or any part of it to other research or operating accounts within the University. Funds from an FCS Seed grant cannot be transferred to a faculty member's Professional Development (PD) fund or an OVPRI cost center.
- Recipients of the FCS Seed Grant are required to provide proof of ethics protocol approval prior to accessing the funds.
- A final report to be submitted to the office of the Associate Dean 3 months after the completion of the project or 18 months after the awarding of the grant, whichever comes first. *Subsequent funding will be conditional on timely submission of final report.
- Recipients of FCS Grants are expected to present their work at Faculty of Community Services' Faculty Achievement Event, which is usually held annually in April. They are also expected to disseminate their work in peer-reviewed scholarly journals and venues.
- All dissemination should acknowledge the support of the Faculty of Community Services, Ryerson University. The following wording is suggested: "This research has been supported by a SRC Seed Grant, Faculty of Community Services, Ryerson University".
- Funds cannot be used as matching funds for a proposed or existing project. If you are receiving internal RU funds for the same project the project may not be funded or the budget may be adjusted.
- The following items are not eligible for funding through the FCS Seed Grant: Publications or other activities of a commercial nature, including costs associated with contract research, and international travel costs associated with conducting SRC.
- Funds must be spent according to the SRC Committee's approved budget and within one year of receiving the funds.
- Any changes to the approved budget must be approved by the Associate Dean, Faculty of Community Services.

APPLICATION DEADLINES AND SUBMISSION

- The competition for the spring competitions open on March 18th and close on April 18th at 4:00 pm.
- The competition for the fall competitions open on October 1st and close on October 31st at 4:00 pm.
- The funding for successful application for the spring competition will be available on June 1st.
- The funding for successful application for the fall competition will be available on January 1st.

- Applications must be submitted electronically via Ryerson University's Research Information System (RIS).

For more information, please contact:

- Jennifer Martin, Associate Dean at extension 6314 or by email at jjmartin@ryerson.ca