

## 2022 SSHRC EXPLORE COMPETITION OVERVIEW

<b>Funding Amount</b>	Maximum \$7,000 per grant.
<b>Purpose</b>	<p>SSHRC Explore Grants:</p> <ul style="list-style-type: none"> <li>• Support social sciences and humanities researchers/scholars with modest research project funding requirements.</li> <li>• Allow for small-scale innovation and experimentation by providing funding to undertake a stand-alone research project, or to conduct pilot work towards a larger SSHRC grant application.</li> <li>• Enable researchers to hire students at any level to participate in their research projects, thereby contributing to their professional development.</li> </ul>
<b>Application Deadline</b>	Friday, February 18, 2022 at 11:59 p.m.
<b>Eligible</b>	<p>Full-time tenured or tenure track professors. Priority will be given to:</p> <ul style="list-style-type: none"> <li>• emerging researchers/scholars</li> <li>• researchers/scholars who are moving in a new research/scholarship direction</li> </ul> <p>The subject matter of the project or activity must be consistent with SSHRC's mandate. Funds may be used to seed a major SSHRC grant application or to support a new small independent project. Use of funds must be in accordance with SSHRC and university guidelines.</p>
<b>Not Eligible</b>	<p>You are <b>not</b> eligible to apply for this competition if you:</p> <ul style="list-style-type: none"> <li>• Were awarded a SSHRC Explore Grant within the last two calendar years [2020 or 2021], or are holding SSHRC Explore funds in an extension year; AND/OR</li> <li>• Have any internal or external funding for an SRC project that is or may be related to the proposed Explore proposal.</li> </ul> <p>Please note that co-applicants on the same project cannot each apply for or receive SSHRC Explore funding.</p>
<b>Review Process</b>	The SRC Grant Review Committee will assess the submitted applications and recommend a ranked list to the Vice-President, Research & Innovation (VPRI) for final approval and dissemination of funds.
<b>How to Apply</b>	Submission for funding grants is online via the university's <a href="#">Research Information System (RIS)</a> . Please see the Application Guidelines below.
<b>Info Session</b>	Thursday, January 27, 2022 from 1:00 p.m. - 2:00 p.m. <a href="#">Sign up here.</a>
<b>OVPRI Contact</b>	Laura Zeno, Programs Assistant, Internal SRC Funding & Awards Email: <a href="mailto:srcfunding@ryerson.ca">srcfunding@ryerson.ca</a>   Phone: 416-979-5000 ext. 553553

## 2022 SSHRC EXPLORE COMPETITION APPLICATION GUIDELINES

### APPLICATION DEADLINE

**Friday, February 18, 2022 at 11:59 p.m.**

Applications submitted to RIS after this deadline will be considered late and will not be accepted.

### FUNDING AVAILABLE

The maximum amount of funding that will be granted per award is \$7,000. Up to 12 awards will be granted.

You will not be penalized if your budget request is less than the maximum amount.

### DESCRIPTION

The SSHRC Explore Grant provides external funds to Ryerson faculty members pursuing research/scholarship in the social sciences and humanities. (Formerly the SSHRC SIG program.)

The purpose of the SSHRC Explore Grant is to:

- Support social sciences and humanities researchers/scholars with modest project funding requirements
- Allow for small-scale innovation and experimentation by providing funding to undertake a stand-alone research project or conduct pilot work towards a major SSHRC grant application
- Enable researchers to hire students to participate in their research projects, thereby contributing to their professional development

Foundational to SRC activity at the university are the principles of equity, diversity, inclusion and access. Together, these principles underscore our commitment to and expression of social justice and are essential to our integrated approach to SRC activity as they cross-cut the university's strategic SRC themes and objectives and contribute to inclusive excellence.

Proposals for the program are adjudicated by the SRC Grant Review Committee, Office of the Vice-President, Research and Innovation.

### ELIGIBILITY

#### ELIGIBLE

**Full-time tenured or tenure track professors** are eligible to apply.

Priority will be given to:

- emerging researchers/scholars\*
- researchers/scholars who are moving in a new research/scholarship direction

The subject matter of the project or activity must be consistent with SSHRC's mandate. Funds may be used to seed a major SSHRC grant application or to support a new small independent project. The expectation is that there must be no duplication of funding for the project from any other sources (internal or external).

**\*Emerging Researcher/Scholar:** An emerging researcher/scholar is someone who has not yet had the opportunity to establish an extensive record of SRC achievements but is in the process of building one. To identify themselves as an emerging scholar, the applicant must meet at least one

of the following criteria:

- Have completed their highest terminal degree no more than seven years before the competition deadline (Ryerson considers only the date of completion of the first terminal degree) AND/OR
- Have held a tenured or tenure track academic appointment for less than seven years (total career, not just at Ryerson)

## **NOT ELIGIBLE**

You are **not** eligible to apply for this competition if you:

- Were awarded a SSHRC Explore Grant within the last two calendar years [2020 or 2021], or are holding SSHRC Explore funds in an extension year
- Were awarded a SSHRC Explore in 2019 but have not submitted a final report
- Have any internal or external funding for any SRC project that is or may be related to the proposed Explore proposal

Please note that co-applicants on the same project cannot apply or receive SSHRC Explore funding.

## **ETHICS APPROVAL**

University research is governed by policies and practices that ensure the protection of research participants, researchers (faculty, students and staff members), the university and the public. These policies and practices cover research involving humans, the use of animals, controlled goods and hazardous materials, among others.

All funded or unfunded research involving humans, animals or controlled goods undertaken at the university's facilities and conducted by university faculty, students and staff is subject to university Research Ethics Board review and approval prior to the disbursement of any funds.

For more information, please visit [the Ryerson research ethics website](#).

## **TERM OF AWARD**

Research grants will be awarded for a period of ONE year. Projects must commence within three months of the award of funding.

## **ACKNOWLEDGEMENT**

Recipients of a SSHRC Explore Grant are required to acknowledge SSHRC support for their research or research-related activities in all outputs. The following wording is suggested:

*This research [or activity] has been supported by a Social Sciences and Humanities Research Council of Canada Explore Grant.*

## **REPORTING REQUIREMENTS**

Recipients of a grant must submit a written report within three months of completion of the project or by one year after the release of funds, whichever comes first. Please use the online [2022 SSHRC Explore Grant Report](#) form to submit your report.

## APPLICATION REQUIREMENTS

### Format

- Times New Roman, 12-point font
- Single spaced (no condensed/narrow fonts, type or spacing)
- One-half (0.5") inch margins around the page
- PDF file format

### Application Documents:

1. **Completed Application Cover Page** (see page 8 or [download a fillable version here](#))
2. **Proposal**

#### 2.1. Project Description (maximum 3 pages)

Applications should describe the research/project in enough detail to allow informed assessment by the SRC Grant Review Committee members. **Since not all Committee members will have an intimate knowledge of the subject matter of all proposals, the proposal must avoid jargon and highly technical content.**

The project description will include:

- a. **Objectives** – The specific nature of the research or activity to be funded
- b. **Context** – A brief literature review to situate the project, its relevance and potential contributions to the field
- c. **Methodology** – The methodology or theoretical approach to be employed, including data collection and analysis strategies
- d. **Timeline** – The time period within which the work will be undertaken
- e. **Key words** – Up to five project key words

#### 2.2. Knowledge Mobilization and Anticipated Outcomes (maximum 1 page)

There should be a clear indication of the expected outcome of the proposed research (e.g., publications, presentations, student training, preliminary stage of a large project, etc.) including, where appropriate, how the proposed activity will prepare the applicant for future externally funded applications.

#### 2.3. List of References (maximum 1 page)

#### 2.4. Budget and Budget Justification (maximum 1 page)

An itemized budget explaining the relationship of the funds requested to the research or activity proposed.

**Note on eligible expenses:** Funds can be used only for research-related costs that are acceptable under SSHRC guidelines, and must conform to the university's guidelines regarding pay and benefit rates and allowable expenses. Please refer to the [Tri-Agency Financial Administration Guide](#) for guidance.

3. **Updated Common CV (CCV)** – Please submit your updated CCV. If you cannot provide a CV in CCV format, please submit your updated **OCGS CV** (Approved Ryerson University CV format. See "Curriculum Vitae (CV) in the OCGS Format" on the [Faculty Affairs website](#)).

## APPLICATION SUBMISSION

Login to the university's [Research Information System \(RIS\)](#):

1. Under "Grant Authorization Form (GAF)", select "New GAF"
2. Select "Internal OVPRI Programs"
3. From the Internal Program drop down list, select "2022 SSHRC Explore"

**Note: If you select the wrong program, your application will NOT be considered for this competition.**

4. Check your appointment status. **Only RFA are eligible to apply.**
5. Upload the following application documents as **3 separate PDF documents**:
  - **Completed Application Cover Page** (see page 8 or [download a fillable version here](#))
  - **Proposal** (includes: Project Description, Knowledge Mobilization and Anticipated Outcomes, List of References, Budget and Budget Justification) (1 document)
  - **Updated Common CV** (or OCGS CV) (1 document)
6. When the application is ready to submit, click the "Submit for Approval" button before the deadline.

**Note: Applications submitted after the deadline will be considered late and will not be accepted.**

## Research Information System

Welcome OVPRI!

[OGF](#) | [Logout](#)

HOME

Grant Authorization Form (GAF)

New GAF

Unsubmitted GAFs

Submitted GAFs

Co-Investigator GAFs

Sign Co-Investigator

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PRE-RELEASE PROTOCOLS

FACULTY GRANTS

REPORTS

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This application form is for external sponsors and OVPRI programs only.  
To apply for Faculty Grants like Travel and Seed Grants, please go to Faculty Grants tab.

GAF No. 1.

External Sponsor  Internal OVPRI Programs

Internal Program: 2022 SSHRC Explore

**Researcher's Information**

Researcher's Last Name: OVPRI

Researcher's First Name:

Phone: 4602

Fax:

Email: researcher@ryerson.ca

Appointment Status: RFA

Faculty of primary appointment: Vice President Research and Innovation

Department of primary appointment: Office, VP Research & Innovation

Is this project associated with a Faculty based Centre or Institute?

**Project Details**

Title of Research Project (max 500 chars):

**4 Only RFA are eligible to apply.**

## REVIEW PROCEDURES AND SELECTION CRITERIA

### Committee Structure

The SRC Grant Review Committee will consist of two RFA representatives from each of the SSHRC-related faculties. The Associate Vice-President, Research and Innovation will chair the Committee. The recommended ranked list is forwarded to the VPRI for final approval and dissemination of funds. Reviewers' comments will be shared anonymously with the applicant after the results have been announced.

### Selection Criteria

Applications will be reviewed using the following criteria:

#### 1. Challenge – aim and importance

- Originality, significance and expected contribution to knowledge
- Appropriateness of the literature review
- Appropriateness of the theoretical approach or framework
- Appropriateness of the methods/approach
- Quality of training and mentoring to be provided to students, emerging scholars and other highly qualified personnel, and opportunities for them to contribute
- Potential influence and impact within and/or beyond the social sciences and humanities research community

Criterion	Emerging Scholar Scoring	Established Scholar Scoring
Challenge – aim and importance	50	40

#### 2. Feasibility – the plan to achieve excellence

- Probability of effective and timely attainment of the research objectives
- Appropriateness of the requested budget and justification of proposed costs
- Quality of knowledge mobilization plans, including effective knowledge dissemination, knowledge exchange and engagement within and/or beyond the research community
- Strategies and timelines for the design and conduct of the activity/activities proposed

Criterion	Emerging Scholar Scoring	Established Scholar Scoring
Feasibility – the plan to achieve excellence	20	20

#### 3. Capability – the expertise to succeed

- Quality, quantity and significance of past experience and published and/or other SRC-related outputs of the applicant, relative to the applicant's respective stage of career (i.e., emerging scholar versus established scholar)
- Potential to make future contributions

Criterion	Emerging Scholar Scoring	Established Scholar Scoring
Capability – the expertise to succeed	30	40

## **Communication of Results**

Applicants will be informed of the competition results via email no later than March 31, 2022. All applicants will be provided, in addition to notice of decision, a summary of the adjudication committee's evaluation of their proposal, where applicable.



**2022 SSHRC EXPLORE COMPETITION APPLICATION COVER PAGE**

**DEADLINE: Friday, February 18, 2022 at 11:59 p.m.**

**Name of Applicant:**

**Faculty:**

**Department:**

**Extension:**

**Email:**

**Emerging Scholar:** Yes \_\_\_ or No \_\_\_

**Title of Proposal:**

**Total Amount Requested (up to \$7,000):** \$ \_\_\_\_\_

**Will your SRC activity involve humans, the use of animals, controlled goods or hazardous materials?**

Yes \_\_\_ or No \_\_\_

**If Yes, the project will require ethics review and approval.** For further information, see the [Ryerson research ethics website](#).

**I confirm that the project proposed is new and has not received SRC funding from any sources (internal or external):** Yes, I confirm \_\_\_