Faculty of Forestry Internal Competition for
SSHRC Explore and Exchange Grants

Program Information and Application Instructions

Description

Using SSHRC Institutional Grant (SIG) funds, the Faculty of Forestry runs an internal SIG competition annually. These one-year grants, of up to $7,000, fund small-scale research and research-related activities in the social sciences and humanities (SSH). This document provides important information about the process, criteria and application deadline. We expect to award 1 or maybe 2 grants annually.

SSHRC Explore Grants

- support social sciences and humanities researchers by providing modest funding to develop a research project or to conduct a pilot project; and

SSHRC Exchange Grants

- support the organization of small-scale knowledge mobilization activities, such as workshops and seminars, to encourage collaboration and the dissemination of research results both within and beyond the academic community; and
- allow researchers to attend or present their research at scholarly conferences and other venues in order to advance and encourage the exchange of ideas and research results at the national and international level.

Eligibility Criteria

1) The subject matter of the project or activity must be consistent with SSHRC's mandate (see SSHRC Subject Matter Eligibility).
2) Eligibility is limited to assistant, associate and full professors in the Faculty of Forestry.
3) Professors may only hold one SIG-funded grant every 3 years (current period: April 1 2022 – March 31 2025).
4) Grants have a project maximum of $7,000 over one year.
5) Allowable expenses are outlined in the Tri-Agency Financial Administration Guide.

Review Process

A Committee of three faculty members will rate proposals according to the standard SSHRC evaluation criteria,

- Challenge – the aim and importance of the endeavour
- Feasibility – the plan to achieve excellence
- Capability – the expertise to succeed

The criteria will be weighed equally, and minimum standards must be met for each criterion.

Deadline

Completed applications must be submitted via email to the Dr. Taraneh Sowlati, Faculty of Forestry Associate Dean Research and Innovation by **4:00pm PST on June 1st, 2023.**

Updated April 2023

Application Instructions: SSHRC Explore Grants

Please include the following in your application:

1) **Summary of Proposed Research (maximum 300 words)**

   The summary should be written in clear language that is understandable by the interdisciplinary members of the Committee. It should indicate the problem or issue to be addressed, the methods you will use to address that issue, and the anticipated outcome(s), deliverable(s) and/or product(s) of the project.

2) **Detailed Description (maximum 1200 words)**

   The Detailed Description expands on the elements provided in the Summary and offers more specific information. It should include the following sections:

   a) <u>Research Objective(s)</u>
      Briefly and explicitly state the research questions and objectives of your proposal.

   b) <u>Methodology</u>
      Describe the proposed research/dissemination strategies and key activities, including methodological approaches and procedures for data collection and analysis. If you are hiring graduate research assistants or postdoctoral fellows to work on your study, clearly detail their specific roles and responsibilities with respect to this project and explain how these undertakings will complement their academic training.

   c) <u>Anticipated Outcome(s)</u>
      Address how the proposed work will meaningfully support the development of your research career. Elaborate on the potential benefits and/or outcomes of your proposed research activities for scholarship, society, and relevant target audiences.

3) **Budget Request and Justification (maximum one page)**

   Please provide a justification for any HQP salaries (including hours or FTE of work), equipment, travel, or other research-related expenses. The maximum total request is $7,000, and the funds must be spent within one year of receipt. For travel, please specify the destination and itemize anticipated expenses (e.g., flights, accommodations, per diem).

4) an up-to-date UBC CV

5) a [Research Project Information Form](#) (RPIF).

Application Instructions: SSHRC Exchange Grants

Exchange Grant Proposals should include the following:

1) **Description of Proposed Exchange (maximum 600 words)**

   The proposed travel should be described in detail, including the objective for the exchange, a justification for the selected destination or conference, and the expected outcome of the exchange. Please address how this exchange will support the development of your research career and lead to new collaborations or projects. Address how the proposed work will meaningfully support the development of your research career. Elaborate on the potential benefits and/or outcomes of your proposed research activities for scholarship, society, and relevant target audiences.

2) **Budget Justification (maximum one page)**

   Itemize all costs of the proposed exchange. Please specify the destination and itemize anticipated expenses (e.g., flights, other travel, accommodations, conference fees, per diem). The justification should include not only which conferences will be attended (where and when), but also how each conference will benefit your research program or project.

3) an up-to-date UBC CV

4) a Research Project Information Form (RPIF).