



UNIVERSITY
of Prince Edward
ISLAND

INTERNAL RESEARCH GRANT (IRG) & UPEI SSHRC EXPLORE RESEARCH GRANT (SERG) 2021 COMPETITION - PROGRAM GUIDELINES

PURPOSE:

The Internal Research Grant (IRG) & UPEI SSHRC Explore Research Grant (SERG) programs support research pursuits through the funding of fully developed research proposals. Researchers are especially encouraged to provide high-quality student training opportunities and to propose collaborations with others from different, but complementary, disciplines.

This program is not intended to support ongoing, established programs of research. Therefore, priority will be given to support the following categories of principal investigators:

- 1) new faculty members (applicants who have been independent academic investigators for five years or less) who are looking to initiate/build their program of research,
- 2) investigators planning to re-engage in research with future externally funded proposals and who have not held external research funding (grants/contracts) awarded between January 1, 2019 and the application deadline, and
- 3) investigators looking to conduct pilot work to move into a new area of research and who have not been principal investigator on externally funded research grants/contracts awarded between January 1, 2019 and the application deadline.

The IRG program will support applications that align with the mandates of the Canadian Institutes of Health Research (CIHR) and/or the Natural Sciences and Engineering Research Council (NSERC). The SERG program will support applications that align with the mandate of the Social Sciences and Humanities Research Council. Please visit "[Selecting the Appropriate Federal Granting Agency](#)" for more information on agency mandates. Applicants cannot apply for both an IRG and the SERG in the same competition year.

VALUE: up to \$5000 for a one-year term

APPLICATION DEADLINE & COMPETITION RESULTS:

Deadline: **December 4, 2020 by 4pm**

Notification: February 2021

ELIGIBLE APPLICANTS:

Tenured, Tenure Track, Term and Sessional UPEI Faculty in Arts, Business, Education, Nursing, Science, or Sustainable Design Engineering, and Librarians, who are employed by UPEI at the time of application and for the duration of the award. Faculty members in Veterinary Medicine may participate as co-applicant but cannot be the Principal Investigator. A professor emeritus or adjunct professor may apply as co-applicant with a tenure/tenure-track UPEI faculty member. Please review general information below for other eligibility considerations.

GENERAL INFORMATION:

- Grants support the direct costs of research e.g., research assistance, operating expenses, research travel/subsistence, manuscript preparation, materials and supplies, etc. Ineligible expenses include: consultation fees paid to other faculty members, subcontracting of research, purchase of books, retro-active research expenses, and grant over-expenditures. Grants may not be used to travel for the purpose of attending a conference for dissemination of results.
- Applicants may hold only one internal research grant at a time. Grants are awarded for a 'stand-alone' project; thus, if the proposed project is linked to past research projects, applicants are required to briefly describe how the proposed research project differs from those projects and how it is linked to an overall research program (200 words).
- Applicants who received an IRG or SERG in the 2020 competition **are not eligible to apply** for an IRG or a SERG in the 2021 competition, and applicants who receive an IRG or SERG in the 2021 competition **will not be eligible to apply** for an IRG or an SERG in the 2022 competition, in order to distribute funds to a greater number of applicants.
- For further information, please consult the '[UPEI Internal Funding – General Regulations](#)' document or contact Leslie Cudmore, Research Grants Coordinator, at 566-0709 or lcudmore@upei.ca

APPLICATION INSTRUCTIONS:

- Applications must be completed using the Romeo Researcher Portal (login or register [here](#)).
- Select the "Internal Research Grant Application Form." Complete the tabs and upload attachments as follows:
 - Budget (using the available template) – mandatory
 - Project Description – mandatory
 - Reference List – mandatory
 - Research History for the Principal Applicant and any co-applicant(s) – mandatory
 - Progress report – if required
- Instructions for content required in the attachments can be found within the "Project Information" tab.
- When your application is complete and free from errors, click the "Submit" button. Please note that your application will be routed to your Chair (if applicable) and your Dean for approval before being received by Research Services, therefore, you must submit the application well in advance of the deadline to allow sufficient time for their approval. Research Services must receive your application by 4pm on December 4th. It is the applicant's responsibility to monitor the Researcher Portal (see the 'log' section) to determine the status of their application.
- Late and/or incomplete applications will not be considered for funding. If you have questions regarding the required components of your application, please contact the Research Grants Coordinator at 566-0709 or lcudmore@upei.ca. However, it is the applicant's responsibility to ensure that the application is complete.

APPLICATION TIPS:

It is through the research proposal that applicants demonstrate their competence to conduct the proposed research. Accordingly, applicants are expected to provide a logical narrative that demonstrates familiarity with the subject matter, a carefully formulated plan of research, and a thorough justification for planned expenditures. Members of the review committee are from a variety of disciplines and thus must make their judgement based on what is presented in the application. Other things being equal, applications are more likely to be funded when they are clear, concise, legible, and free from jargon.