



SSHRC SEED FUNDING 2024 COMPETITION APPLICATION FORM

Complete this application form and required attachments, then submit your application using the UPEI Romeo Researcher Portal following the instructions in the SSHRC SEED FUNDING 2024 COMPETITION - PROGRAM GUIDELINES.

APPLICANT INFORMATION

Principal Investigator:
Appointment: Tenured <input type="checkbox"/> Tenure track <input type="checkbox"/> Term <input type="checkbox"/>
If term, specify end-date:

FUNDING PLAN

SSHRC grant to be applied for: <input type="checkbox"/> Connection Grant <input type="checkbox"/> Insight Development Grant <input type="checkbox"/> Insight Grant <input type="checkbox"/> Partnership Engage Grant <input type="checkbox"/> Partnership Development Grant <input type="checkbox"/> Partnership Grant <input type="checkbox"/> Other* (specify):
Anticipated date of submission (must be before March 31, 2026):

*For other programs, confirm eligibility with Leslie Cudmore, Research Grants Coordinator, before applying.

BUDGET INFORMATION - Outline the requested costs for the SSHRC Seed Funding, including other sources of funding if applicable

PERSONNEL SUPPORT - Justification for the hiring of all personnel must be presented in the project description. Specify whether personnel are full or part-time, state periods of employment and provide hours to be worked. You must verify the rate of pay and benefit costs with Human Resources . Include here any graduate or undergraduate student support in the form of non-employment agreements.				
Items	# hours	\$/hr. (inc. Benefits)	Period of Support	Amt. Requested
Undergraduate Student(s)				
Graduate Student(s)				
Other (specify)				
TOTAL PERSONNEL COSTS				
TRANSPORTATION — Identify person(s) for whom a transportation allowance is requested and list the place(s) to be visited. Travel must be justified in the project description and comply with UPEI's Travel Policy .				
Name(s)	Destination	Dates of Travel	Mode of Travel	Source of Quote
TOTAL TRANSPORTATION COSTS				
SUBSISTENCE — Identify person(s) claiming subsistence & indicate duration of visit in each location. Specify per diem & accommodation amounts. Subsistence must be justified in the project description & comply with UPEI's Travel Policy .				
Location	Accommodations	Per Diem	# Days	Amt Requested
TOTAL SUBSISTENCE COSTS				
EQUIPMENT — Justify each piece of equipment requested in the project description; discuss the availability and accessibility of similar equipment within the institution and the region. Give models, manufacturers, and prices, indicating whether the equipment will be purchased or rented. Attach additional pages as necessary.				
Type of Equipment	Buy/Rent	Model	Manufacturer	Price
TOTAL EQUIPMENT COSTS				
OTHER EXPENSES — Items should be identified and justified in the project description.				
Items	Source of Quote	Amt Requested		
Technical Services (specify)				
Supplies and Materials (specify)				
Communication (specify)				
Other Expenditures (specify)				
TOTAL OTHER EXPENSES				
TOTAL COSTS				
Total available from other sources. Specify source(s):				
TOTAL GRANT REQUESTED (maximum \$2500)				

REQUIRED ATTACHMENTS

Please consolidate attachments into one document and upload it to the Researcher Portal.

PROJECT DESCRIPTION

Maximum one page

Describe the objectives of your anticipated SSHRC application and explain how the proposed activities will strengthen your submission to SSHRC. Outline your intended use of the funds and provide a timeline for the proposed activities. Describe the roles of the co-applicants, student assistants, and other team members, as applicable.

RESEARCH HISTORY

Provide the following information for the Principal Investigator and for each co-applicant. CVs prepared in another format (e.g., Canadian Common CV, SSHRC CV) that contain the information below are also acceptable.

- List research grants related or unrelated to this project that have been applied for but for which notification has not yet been received.
- List all research grants awarded over the past 5 years. For each, include the following information:
 - the date of the award (month & year) and award term;
 - the granting agency;
 - the title of the project;
 - name of PI, co-investigator(s) and collaborators as appropriate;
 - the amount of the grant; and
 - the amount remaining.
- List all publications for past the 5 years. Ensure the type of publication is clear (e.g., refereed journal article, review article, book chapter, etc.). Provide complete citations for all documents listed (including co-authors, title, publisher, journal, volume, date of publication, page numbers, etc.).
 - Indicate with an asterisk (*) which publications are refereed;
 - Specify your role for co-authored publications; and
 - Indicate with "UPEI" which publications have been supported by UPEI internal funding.
- Contributions to student training: In ½ page, describe efforts you have made to involve students in your research activities.
- If applicable, address any special circumstances that may have delayed research activity/productivity (e.g., parental leave, medical leave, bereavement, etc.).