

**Grant Proposal Development Fund
Grenfell Campus, Memorial University of Newfoundland
Grant Application
2020**

1. Purpose:

The Grant Proposal Development Fund is an internal funding opportunity intended to support faculty of Grenfell Campus, Memorial University in procuring assistance to write strong grant applications to external funders, especially Tri-Council applications (SSHRC, NSERC, CIHR). This fund is not intended to support creative or scholarly research activities; rather, it will support the development of funding proposals that will in turn fund research, scholarship and creative activities. This fund is also not intended to support grant writing for internal (Memorial University) funding opportunities.

2. Eligibility:

- a. An academic staff member, as defined in the MUNFA Collective Agreement, or nurse educator for WRSON faculty under the RNUNL;
- b. All persons with academic tenure, probationary appointments, and persons on sabbatical leave are eligible;
- c. Term contracts other than those on a per course basis are eligible as long as the award is taken up at the time the appointment is held and the project end date coincides with or before the applicant's term contract ends;
- d. Persons holding an Adjunct appointment as a co-applicant with a Grenfell Campus academic staff member as Principal (or Co-Principal) Investigator.

3. Criteria:

- Identification of one or more proposed external funding agencies to which a proposal(s) will be submitted;
- Clarity of the research proposed (including proposed/potential research questions and objectives);
- A demonstration of the significance of the proposed research and the appropriateness/relevance of the proposed research for the identified potential funding agency;
- A justification of how this internal funding support will help contribute to building a strong funding proposal and to meeting the application requirements of the prospective funder; and
- The feasibility of the proposed workplan/timeline for developing the funding proposal.
- Priority may be given to new applicants who have not already received support from this fund.
- Priority may be given to applicants pursuing Tri-Council (SSHRC, NSERC, CIHR) grants.

- New applications will not be considered from applicants who have already received support from this fund but have not submitted confirmation of the submission of their resulting proposal to the Grenfell Campus Office of Research and Graduate Studies.

4. Value

The maximum individual grant is \$2,000. A maximum of \$10,000 in total funding will be granted during the 2020-2021 academic year. Funds will be available to successful faculty members for use within one year of the date the grant was awarded. Future funding opportunities will be determined subject to availability of funds.

5. Eligible Expenses:

- Stipends for student research assistants.
- Costs associated with purchasing books, publications, journal articles, access to special collections, archival material or similar (that cannot be secured through the Memorial University Library system) if deemed and justified as necessary for proposal development.
- Travel for partnership development and/or team proposal writing or, where justified, for professional development workshops or sessions that are necessary for the research proposal (e.g. Nursing equipment workshops, Indigenous research ethics training).

6. Ineligible Expenses:

- Travel expenses related to research collection or dissemination.
- Conference expenses.
- Expenses related to publishing of research.

7. Application Materials (required):

- a. A description of your proposed research (no more than one page, single-spaced, minimum 12 pt Times New Roman font, $\frac{3}{4}$ " margins). Please include the following:
 - The questions and/or objectives of your proposed research.
 - The funding opportunity to which you intend to apply. Please justify for your chosen funding opportunity (i.e. why is this funding opportunity a good fit for your proposed research?).
- b. A plan and/or timeline for developing your funding proposal, including the relevant sponsor deadline(s) (no more than one page, single-spaced, 12 pt Times New Roman font, $\frac{3}{4}$ " margins).
- c. A budget for development of your grant proposal (no more than one page, single-spaced, 12 pt Times New Roman font, $\frac{3}{4}$ " margins).
- d. An abbreviated Curriculum Vitae (no more than three pages, single-spaced, minimum 12 pt Times New Roman font, $\frac{3}{4}$ " margins)

8. Application Deadline:

In 2020-2021, applications will be due on October 16, 2020 and May 1, 2021. \$5,000 (of the total \$10,000 available each year) will be awarded per deadline.

9. Review of Applications:

Applications will be reviewed a by a sub-committee of the Grenfell Campus Research Committee and selected in accordance with the abovementioned criteria.

10. Additional Information:

For information or questions related to this application, please contact Grants and Contracts Facilitation Officers Leanna Butters (lbutters@grenfell.mun.ca) or Jennifer Butler Wight (jbutler@grenfell.mun.ca).

11. Requirements of Successful Applicants:

Successful applicants must confirm the submission of their resulting funding application with Grenfell's Grants Facilitation Officer Jennifer Butler Wight (jbutler@grenfell.mun.ca).