

GRENFELL CAMPUS RESEARCH FUND
Grenfell Campus, Memorial University of Newfoundland
2022-2023 Request for Proposals

Deadline: 11:59 p.m., Monday, Jan. 16, 2023
Value/Tenure: One year of funding at a maximum of \$2,000
Apply: Applications must be completed on the [online form](#) using the allotted space and following the eligibility requirements.

Purpose:

The Grenfell Campus Research Fund (GCRF) is Grenfell Campus's internal support program for research or creative scholarly activity.

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.

Submissions for funding will be rated on the following criteria:

- Clarity of the proposal (including a clear scope and objectives; methodology; milestones; budget; outputs, outcomes, impacts);
- A demonstration of the significance of the proposal for the field or discipline;
- A justification of how this funding will help contribute to building your overall research program (e.g., will lead to a new funding application, assist you to explore a new research area, or allow you to complete an existing project);
- The feasibility of the project;
- Leveraging of other funding or supports, where applicable; and/or
- Meeting all of the criteria of the application guidelines.
- Priority may be given to applicants who have not already received support from this fund, or to applicants who have not received funding over the past three years.
- New applications will not be considered from applicants with research reports outstanding (Note: those with Covid related extensions in 2019-20 may provide a progress vs. final report for consideration in the 2020-21 application year).

Value of the grants:

The maximum individual grant is \$2,000. As always, applications for lesser amounts are encouraged. Collaborative and/or interdisciplinary research grant applications, which may be receiving funding from other sources, are also encouraged.

Eligible expenses:

- Travel directly relevant to the proposed research (e.g., field trips, travel to archives, etc.);
- Research equipment, software and/or materials which are essential to the successful completion of the research. Note: proposals must provide clear justification for these expenses if not otherwise available through other internal/external funding opportunities
- Travel to improve qualifications, techniques or specializations may be eligible for support, depending on the application and the individual circumstances;
- Other research expenses, such as the hiring of student research assistants, may also be considered if they are central to the research project.

Expenses that are *not* eligible:

- In general, journal subscriptions and the payment of publication fees will not be funded.
- Travel to conferences will not be funded.

Application form:

Applications must be completed using an online application system [here](#). We strongly suggest that you start the application process as soon as possible in order to familiarize yourself with the system and ensure that you can meet the application deadline.

Research requiring certifications (e.g. human ethics, health ethics, animal care, special permitting, etc.):

If a clearance review and/or permit is required, the awarded funds will only be released once confirmation of approval is obtained. In order to ensure that account funds can be established in a timely manner, successful applicants are urged to submit their clearances review/permit request immediately upon notification that their application has been successful.

- Information on MUN policy on research involving human participants can be found at: <http://www.mun.ca/research/ethics/humans/>
- Information on the Tri-Council ethics policy on research can be found at: <http://www.pre.ethics.gc.ca/eng/index/>
- For information on the Grenfell Campus Research Ethics Board, contact the Grenfell Campus Research Office, Ms. Lan Ma (gcethics@grenfell.mun.ca)
- Information on MUN's Research Impacting Indigenous Groups policy can be found at: <https://www.mun.ca/research/Indigenous/consent.php>

- Information on MUN policy on research involving animals can be found at: <http://www.mun.ca/research/about/acs/>
- Information on health research can be found at: <http://www.mun.ca/research/ethics/humans/reb/>

Capital item purchases become the property of Grenfell Campus, Memorial University of Newfoundland when the applicant leaves the employment of the university.

Supporting information:

An abbreviated, research-focused Curriculum Vitae (no more than three pages, single spaced, minimum 12 pt Times New Roman font, ¾” margins); a research proposal (no more than one page, not including references, single spaced, minimum 12 pt Times New Roman font, ¾” margins); a research budget (no more than one page, single spaced, 12 pt Times New Roman font, ¾” margins) must be submitted with the application.

If the application involves contributions from other Schools and/or other external agencies or partners, the applicant should include these resources in the proposal budget and provide letters of commitment of those resources from the relevant School and/or external partner/agency which specifically details both cash and/or in-kind contributions.

In making a new application, previous holders of this grant must submit a final report for completed projects or a statement of progress for active project(s). Failure to submit a report renders your application ineligible (see the note below about the deadline for these research fund reports).

Additional information:

For information or questions related to the research application please contact Grants and Contracts Facilitation Officer Jennifer Butler Wight (jbutler@grenfell.mun.ca) or the Associate Vice-President (Grenfell Campus) Research and Graduate Studies, Dr. Mumtaz Cheema (mcheema@grenfell.mun.ca).

Deadlines:

The deadline for online applications is 11:59 p.m. NDT, Monday, Jan. 16, 2023.

*This deadline includes the time necessary for your signing authority to approve your application within the online web app, so we suggest submitting your application well in advance of the deadline to allow your dean/director time to review. **Late applications will not be accepted.***

Final Research Report and/or Statement of Progress:

Successful applicants are required to submit to the Grenfell Campus Research Office a **one-to-two-page written research report**. This report should outline the research progress and accomplishments, explain any variances from the proposal and provide examples of ongoing research and scholarly activities that the research grant has initiated. **The deadline for submission of all past research reports is Monday, Jan. 9, 2023. New applications will not be considered from applicants with research reports outstanding** (note: those with COVID related extensions may provide a progress report for consideration in the 2022-23 application year).