**Connaught New Researcher Award – Application Form**

**Application Deadline: December 1, 2023**

## **Applicant Information**

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| Last Name, First Name: | Personnel Number: |
| Department: | Division: |
| E-mail Address: | U of T Appointment Start Date: |
| Academic Rank: | Date PhD or Equivalent Received (M/Y): |
| Start date of first tenure track position at any university (M/Y): | |
| Have you previously applied to the Connaught New Researcher Program:  Yes  No , if yes please indicate date of submission \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |

*\* In order to be considered for this funding opportunity, all applicants are required to answer the* [*University of Toronto’s Employment Equity Survey*](https://easi.its.utoronto.ca/administrative-web-services/employee-self-service-ess/) *by no later than the application deadline Applicants may voluntarily self-identify in any of the groups or log a response indicating that they decline the survey. Self-identification data is important to the University’s ability to accurately identify barriers to participation and to develop strategies to eliminate these barriers. Aggregated results as of the closing of this posting will be sent to the Research Equity and Diversity Strategist and may be accessed by only a small number of designated senior administrators within the Division of the Vice-President, Research and Innovation (VPRI). Any information directly related to you is confidential and cannot be accessed by the reviewers or by VPRI staff.* *The data is used by VPRI as part of our ongoing efforts to embed principles of equity, diversity and inclusion in the administration of internal funding programs.*

*Please note that an updated Employment Equity Survey was launched in early 2023. If you have already completed this updated version of the survey, thank you; your responses will be included in the aggregated results. If you have not yet accessed the updated version, please do so prior to the competition deadline.*

## **Adjudication Panel (only one Panel may be chosen) \***

\*Connaught Review Panels reserve the right to reassign applications to another Panel if required.

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|  | **Humanities** |
|  | **Life Sciences – Social, Cultural, Environmental and Population Health Research** |
|  | **Life Sciences – Molecular, Cellular and Integrative Biology** |
|  | **Physical Sciences & Engineering** |
|  | **Social Sciences** |

## **Funding Request:**

Requests should be limited to the amount actually required to carry out the proposed research.

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| **Amount requested:**  **(Not to exceed $25,000)** | **$** |

## **Project Information**

## Project Title

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## Executive Summary

Provide an executive summary of up to 250 words, briefly describing in **non-specialist language** your project, its anticipated significance/impact on the relevant area of research, and its applicability to matters of public interest.

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## Project Description

Please provide a project description of up to 1500 words (excluding references) stating the research objective(s), the methodology (including considerations of sex, gender, and/or diversity, as appropriate), the expected scholarly significance, the relationship of the project to your previous work and to current knowledge in the field, and the engagement of trainees. The project description should be written for a **non-specialist audience**. If considerations of diversity are not applicable or appropriate to the project, please provide a brief justification.

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## Leveraging Impact of Connaught Funding

Provide up to 250 words to outline your strategy for using Connaught Fund support and/or the anticipated research outcomes resulting from this support to attract external research sponsorship. Please be as specific as possible in identifying potential sponsors and application timelines.

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## **Budget**

The Connaught New Researcher Award is meant to provide support for research operating costs. Eligible expenses are to be consistent with the appropriate tri-agency guidelines for NSERC Discovery grants, CIHR Open Operating Grants or SSHRC Insight grants. Proposals should clearly describe what role all research personnel will play in the research project. If awarded, variations exceeding 20% between requested budget items will require justification and prior approval. Questions on eligible expenses should be directed to the [Connaught Secretariat](mailto:connaught.secretariat@utoronto.ca).

## Funding Request (Up to but not exceeding $25K):

Please provide a budget of **up to $25,000** with appropriate justification for each budget item. ***(Sample budget can be found in the Connaught New Researcher Guidelines)***

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| Expense Item | Description/Justification | Cost |
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| Total: | |  |

(*Add more line items as needed by right-clicking over corner of table and choosing insert-rows below*)

## Budget justification:

Provide a detailed explanation and justification for each line item identified in the budget (up to 1000 words). Provide sufficient information to allow reviewers to assess whether the resources requested are appropriate. All budget items, e.g. laptops, must be justified in relation to the specific requirements of the project, as opposed to general research. Applicants must only use this section for the purpose of justifying the proposed budget.

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## **Equity, Diversity and Inclusion**

Describe how equity, diversity and inclusion (up to 1000 words) have been/will be considered and addressed in the development and management of the project team. Applicants should identify concrete practices to advance EDI in team composition/the recruitment of trainees, training and career development activities, and the creation of an inclusive research and training environment. Please do not disclose identifying information about team members/trainees.

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## **Career Interruptions and Special Circumstances**

Reviewers take into consideration both career interruptions and special circumstances that may have affected the record of research achievement of applicants. In doing so, reviewers will be able to more accurately estimate the productivity of the applicant, independent of any career interruptions or special circumstances.

Career interruptions occur when, for health, family or other reasons, an applicant is taken away from their research for an extended period of time.

Special circumstances involving slowdowns in research productivity created by health, family or other reasons (i.e., the applicant was not taken completely away from their work).

In all cases, the applicant should provide a general explanation of the absence(s) and its impact on the research.

## **CV**

Attach an academic or standard SSHRC/CIHR/NSERC CV. Please ensure that you include refereed publications and **identify the 3 most significant contributions along with an** **explanation of why they are the most significant.**

## **Departmental Chair Assessment (Prepared by Chair or Equivalent)**

The Chair’s letter can be either submitted by the applicant as part of the application package through MRA, or separately via email to [connaught.secretariat@utoronto.ca](mailto:connaught.secretariat@utoronto.ca) by the application deadline. The letter of assessment (up to one page) must speak to the following criteria:

* **Applicant's research capabilities;**
* **Outline the applicant’s key publications;**
* **Address the publication norms within the discipline.**

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| **Submission Instructions:**  Only final Connaught New Researcher applications are to be submitted electronically in **PDF format as one file** using the naming convention: LastFirst\_NR\_2023-24, via [MRA](https://easi.its.utoronto.ca/administrative-web-services/my-research-mr/) (My Research Applications).  The PDF file must contain the following documents in this order:  a) Connaught New Researcher Award application form. Please ensure that your application is presented according to the following specifications:   * Single-spaced * Body text in a minimum 11 point font * Condensed fonts will not be accepted;   b) An academic CV or standard SSHRC/CIHR/NSERC CV. Whichever CV you submit, ensure that you include refereed publications and identify the **3 most significant contributions along with an explanation of why they are the most significant.**  c) Departmental Chair Assessment (This may be submitted directly to [connaught.secretariat@utoronto.ca](mailto:connaught.secretariat@utoronto.ca))  Applicants are encouraged to login to MRA well in advance of the submission deadline to ensure login credentials are correct. Once the MRA has been submitted, it is recommended that you notify both your Chair/Director and Vice-Dean/Principal Research that your application is pending approval and needs action on or before the competition deadline.  The system utilizes your UTORID and password (the same used to check @utoronto.ca email). If you encounter problems contact the RAISE help desk (416-946-5000, [RAISE@utoronto.ca](mailto:RAISE@utoronto.ca)).  For program queries, contact Cheryl Nash, Research Funding Officer, Internal Programs, at 416-978-2525 or [cheryl.nash@utoronto.ca](mailto:cheryl.nash@utoronto.ca) |