

SSHRC INSIGHT GRANT: STRATEGIES FOR SUCCESS



[August 26, 2025]



[10:30AM - 12:00PM]

REGISTER: <https://cris.utoronto.ca/events>



UNIVERSITY OF
TORONTO

Centre for Research
& Innovation Support

SSHRC Insight Grant: Strategies for Success

August 26, 2025 @ 10:30 am

- Thank you for joining us, the session will begin shortly
- You are currently placed on mute
- Reminder: this session will be recorded and transcribed

Agenda

- | | |
|----------------------------|--|
| 10:30 am – 10:35 am | Housekeeping & Introductions
CRIS Team |
| 10:35 am – 10:50 am | SSHRC IG Overview
Wei Yei and Mark Bold, RSO |
| 10:50 am – 10:55 am | Research Security presentation
Edward Kim, Research Security |
| 10:55 am – 11:45 am | Faculty Panel Discussion + Q&A
Prof. Alberto Galasso and Prof. Sebastian Sobecki |
| 11:45 am – 11:58 am | RSO Tips & Q&A
Wei Yei and Mark Bold, RSO |
| 11:58 am – 12:00 pm | Closing Remarks
Cris Team |

RSO Presenters



Wei Ye

Research Funding Officer,
Social Sciences &
Humanities, Research
Services Office



Mark Bold

Research Funding
Manager, Social
Sciences & Humanities,
Research Services
Office

August 26, 2025, University of
Toronto, RSO

INSIGHT GRANT 2025



Insight Grant in brief

- Most flexible SSHRC funding opportunity: short or long-term for any subject under SSHRC's mandate
- (New!) \$10,000 to \$500,000 over 2 to 5 years, maximum annual budget of (New!) \$125,000
- Two streams:
Stream A: (New!)\$10,000 - \$125,000
Stream B: (New!)\$125,001 - \$500,000
Both streams are adjudicated by the same committees, though the targeted success rate is typically 7% higher for Stream A than B.
- Automatic one-year extension (this additional year should **not be included** in your timeline)

October 2024 Competition

Overview	
Value	Stream A: \$7,000 to \$100,000 Stream B: \$100,001 to \$400,000

Insight Grant in brief – Applicants

- Projects conducted by individuals or teams of researchers
- Applicants can be emerging or established scholars, but no separate envelope for emerging scholars
- Applicants and Co-applicants: must have a formal affiliation with SSHRC-eligible Canadian postsecondary institution
(primary affiliation **cannot** be with a non-Canadian postsecondary institution, as int'l co-applicants not allowed)
- Collaborators do not need this main affiliation
(IG funds cannot be used for Collab research costs)
- Postdoctoral fellows and PhD candidates in final year
 - Apply **directly** to SSHRC (see “Administering Organization” section of IG application instructions for more)
 - Must hold appropriate affiliation within 5 months of the start date of the grant (i.e., by September, 2026)
 - Please contact Wei Ye at Research Services (wei.ye@utoronto.ca) well before the IG deadline and before you start the application.

Insight Grant in brief - Criteria

Evaluation criteria and scoring (for full criteria/sub-criteria, see [IG webpage](#)):

- Challenge 40% (relevance, originality, lit review, theoretical framework, methodology, training, impact)
- Feasibility 20% (timeline, expertise of applicant/team, budget, KM plan)
- Capability 40% (past experience in research, KM, impact on professional practices and policies, training & mentoring)

Eligibility Overview – Subject Matter

Applications must meet two criteria:

1. The proposed research or related activities must be primarily in the social sciences and humanities (i.e., aligned with SSHRC's [legislated mandate](#)).
2. The intended outcome of the research must primarily be to add to our understanding and knowledge of individuals, groups and societies—what we think, how we live, and how we interact with each other and the world around us.
 - If your application is Health- or Psychology-related – check [guidelines](#), **but most importantly** speak to SSHRC IG program staff (insightgrants@sshrc-crsh.gc.ca)
 - Projects whose **primary objective** is curriculum development, program evaluation, preparation of teaching materials, organization of a conference or workshop, digitization of a collection, or creation of a database are not eligible for funding

Eligibility Overview - Applicants

Eligibility to be an Applicant (PI) at UofT

At UofT, the “appropriate affiliation” would be one that is eligible to be PI on a grant (as per “[Eligibility to be PI \(UofT\) guidelines](#)”).

- Tenure Stream Faculty
- Professoriate Non-Tenure Stream Faculty, including part-time or CLTA with conditions
- Teaching Stream Faculty
- Status Only (Professorial rank) with approval of unit head via MRA
- All librarians
- Emeritus Faculty Members with the authorization of their unit head
- Clinical Faculty with conditions and through UofT’s academic department

Not eligible to be PI on a grant at UofT

- Post Doctoral Fellows
- PhD student
- Adjunct faculty members (but eligible to be co-applicant if PI is from UofT)
- Research Associate

Eligibility Overview - Multiple Applications

- No limit to the number of applications on which a researcher may be listed as a co-applicant or collaborator.
 - Applicants who apply for an Insight Development Grant in February 2025 and **are not successful** can apply for an Insight Grant in October 2025.
 - If you are going to apply for an IG in Oct 2025, then you still apply for an IDG in Feb 2026, but objectives must be significantly different.
 - Current IG holders can still submit an application if you currently hold an IG award, but only if in final year (that is, the year in which you received your final grant instalment (usually the year before your final automatic extension year))
- ✗ IDG Feb 2025 + IG Oct 2025 (if IDG application successful)
 - ✓ IDG Feb 2025 + IG Oct 2025 (if IDG application unsuccessful)
 - ✓ IG Oct 2025 + IDG Feb 2026 (Objectives must be significantly different)

Please refer to [SSHRC's Regulations Regarding Multiple Applications](#) for more information.

Insight Grant Statistics

	2022		2023		2024	
	UofT	national	UofT	national	UofT	national
<i>Number of Eligible Applications</i>	104 (of 104)	1145	169 (of 171)	1477	190 (of 193)	1720
<i>Number of Awards</i>	46	510	66	503	93	693
<i>Success Rate</i>	44.20%	44.50%	39.10%	34.10%	48.90%	40.30%
<i>Total Amount Requested</i>	\$19,382,160	\$233,136,322	\$31,274,645	\$314,848,542	\$29,994,419	\$357,188,806
<i>Total Amount Awarded</i>	\$8,156,367	\$89,470,021	\$11,541,654	\$86,315,253	\$15,096,614	\$127,681,630
<i>Average Request</i>	\$186,367	\$203,613	\$185,057	\$213,168	\$157,865	\$207,668
<i>Average Grant</i>	\$177,310	\$175,431	\$174,874	\$171,601	\$162,329	\$184,245

Research Security

1. Policy on Sensitive Technology Research and Affiliations of Concern (STRAC)

- On January 16, 2024, the Government of Canada announced the [Policy on Sensitive Technology Research and Affiliations of Concern](#) (STRAC). Effective as of May 1, 2024.
- The policy operates using two lists that must be used in conjunction:
 - [1\) Sensitive Technology Research Areas](#) (STRA) List
 - [2\) Named Research Organizations](#) (NRO) List
- Grant applications that involve conducting research that aim to **advance** a STRA will not be funded if any of the researchers supported by the grant are affiliated with, or receiving funding/in-kind support from institutions that could pose a risk to Canada's national security.
- In the application, applicants will be asked if the proposed research aims to advance STRA.
 - If the answer is "no", no further action is required.
 - If the answer is "yes", applicants and other named roles must complete an [Attestation Form](#), to certify non-affiliation with an NRO, and include this in the application form.

* **National Security Guidelines for Research Partnerships (NSGRP)** - research security process for grant applications involving private sector partner(s). Applicable for PG (Stage 2), PDG (Nov 2025), PEG (March 2026), and CBRF (Stage 2). Currently N/A for IG grants but will update in case of change.

Research Security

SSHRC resources for Research Security:

- [Tri-agency guidance on research security](#) (guidance on [STRAC](#) & [NSGRP](#))
- [National Security Guidelines for Research Partnership](#) (NSGRP)
- [Policy on Sensitive Technology Research and Affiliations of Concern](#) (STRAC)
 - [Sensitive Technology Research Areas](#) (STRA)
 - [Named Research Organizations](#) (NRO)

U of T resources for Research Security:

- U of T [Safeguarding Research](#) – [Research Security Self-Assessment Tool](#)
- U of T STRAC Policy information [website](#).
- UTM Research Security information [website](#).

U of T Research Security contacts:

General inquiries: researchsecurity@utoronto.ca

List of specific contacts at OVPRI: <https://research.utoronto.ca/contact-us> (search under “research security” to view a list of contacts to see who supports your division)

*****NOTE** that more slides with additional information about these research security elements of the IG application are included in the appendices of this slide deck for your reference

Research Security – additional information

Research Security Self-Assessment

Menu
☰

Division of the Vice-President, Research & Innovation
Research & Innovation > Safeguarding Research > Research Security Self-Assessment



Research Security Self-Assessment

SHARE:  

ON THIS PAGE: Introduction

1

Introduction

2

NSGRP

3

STRAC

4

Sensitive
Technology
Research Areas

5

Affiliations of
Concern

6

Ontario
Research
Security Policies

7

Other Funders

8

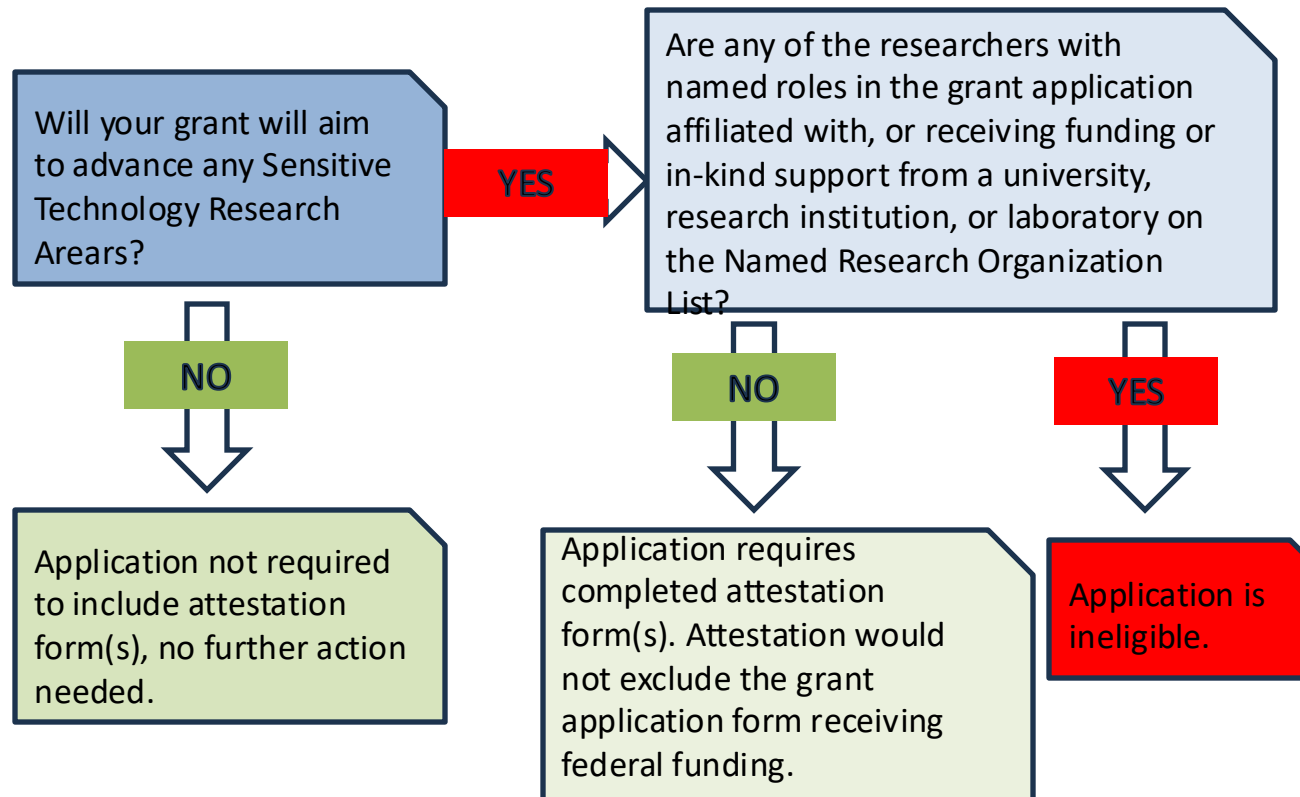
Responses



Research Security – additional information

- Those with named roles must provide the completed attestation forms to the applicant, who must save them as a single PDF and upload it to the STRAC Attestation Module of the application form .
- For application aiming to advance a STRA, the inclusion of completed attestation forms is an eligibility issue. However, whether an application aims to advance a STRA or not will not affect merit review.
- If an application aiming to advance a STRA is successful, any post –award additions of participants with named roles will require completed attestation forms.
- Grantees must also inform SSHRC if the nature of their research evolves such that activities supported by the grant would aim to advance a STRA. Grant recipients cannot proceed with these new research activities until the appropriate granting agency’s approval has been obtained .
- For further guidance and FAQs: <https://science.gc.ca/site/science/en/safeguarding-your-research/guidelines-and-tools-implement-research-security/sensitive-technology-research-and-affiliations-concern/frequently-asked-questions-faq-policy-sensitive-technology-research-and-affiliations-concern>

Research Security – additional information



Research Security – additional information

“Will the proposed research activities supported by this grant aim to advance any of the listed Sensitive Technology Research Areas?” – if “yes”, the “STRAC Attestation” section must be completed

Application - STRAC Attestation

In accordance with the Policy on Sensitive Technology Research and Affiliations of Concern (STRAC), if you answered "Yes" to the Sensitive Technology Research Areas question, you must complete and attach [attestations](#) from researchers with named roles in the grant application. Attestation forms must be merged into one, single PDF document.

Click on the "Instructions" button in the menu above for information outlining the content requirements for your document.

[The file containing your attachments must ...](#)

Your electronic file attachment must meet the following specifications:

- PDF format (.pdf extension); unprotected
- Maximum file size of 10 Mb
- 8 ½" x 11" (216 mm x 279 mm)

General Presentation

- Body text in a minimum 12 pt Times New Roman font
- Single-spaced, with no more than 6 lines of type per inch
- All margins set at a minimum of 3/4" (1.87 cm)

File name No file selected.

Research Security – additional information – Attestation form

The link to the attestation form is available in the IG application instructions, in the “STRAC Attestation Module” section: <https://www.sshrc-crsh.gc.ca/funding-financement/instructions/ig-ss/applicant-candidat-eng.aspx#STRAC-RTSAP>

Attestation for Research Aiming to Advance Sensitive Technology Research Areas

Date of attestation (yyyy-mm-dd)

Form instructions

- To certify your compliance with the Policy on Sensitive Technology Research and Affiliations of Concern, complete the form below and save a read-only copy. To save the file as read-only, one option is to save the file as a PDF. Keep a copy of the completed form for your records.
- The lead applicant is responsible for collecting and merging all completed attestation forms from researchers with named roles in the grant application. The lead applicant is encouraged to use a trusted PDF merging tool provided or recommended by their institution.
- The lead applicant must then upload the single PDF file to the corresponding module in the grant management system.

PART 1 – RESEARCHER INFORMATION

Last name of researcher

First name of researcher

Primary affiliation of researcher

Email address

Public profile link of researcher (optional) - for the purpose of identification

Any public profile can be provided, including but not limited to ORCID, Google Scholar, ResearchGate, LinkedIn, or a personal or institutional webpage

PART 2 – ATTESTATION

As of the date of this attestation, I (researcher named in Part 1) attest by completing this form that I have read, understood, and am compliant with the [Policy on Sensitive Technology Research and Affiliations of Concern \(STRAC\)](#), which states that:

Grant applications submitted by a university or affiliated research institution to the federal granting agencies and the Canada Foundation for Innovation involving research that aims to advance a listed [Sensitive Technology Research Area \(STRAC\)](#) will not be funded if any of the researchers involved in activities supported by the grant are currently affiliated with or in receipt of funding or in-kind support from any of the listed [Named Research Organizations \(NRO\)](#).

For more information, including definitions of listed terms, see the [Tri-Agency Guidance on the STRAC Policy](#).

I (researcher named in Part 1) understand that:

- This attestation form is required because the lead applicant, on behalf of the research team, has certified that the research supported by this grant will aim to advance a listed [Sensitive Technology Research Area \(STRAC\)](#).
- By completing this form, I take responsibility for the accuracy of my attestation statement.
- All information provided in this form will be stored securely by the relevant granting agency in accordance with the [Privacy Act](#) and may be shared with Government of Canada departments and agencies at any time for the purpose of national security assessment to validate compliance with the policy.
- Should the grant be awarded, compliance with the STRAC policy as defined at the time of application will be required for the duration of the grant, in accordance with the grant's Terms & Conditions of Award.
- Following the [Tri-Agency Guidance on the STRAC Policy](#), actions may be required if there are changes to the nature of the research or to the composition of the research team.
- Non-compliance with this policy may represent a breach of the [Tri-Agency Framework, Responsible Conduct of Research](#).

For more information:

Consult the [Tri-Agency Guidance on the STRAC Policy](#), the [STRAC Policy](#), the [STRAC \(New\) FAQs](#) and the [Sensitive Technology Research Areas \(STRAC\)](#) and [Named Research Organizations \(NRO\)](#) lists.

Attestation statement

As of the date of attestation on this form and to the best of my knowledge, I (researcher named in Part 1) attest that by checking this box, I am not affiliated with or in receipt of funding or in-kind support from any of the listed [Named Research Organizations \(NRO\)](#). I also understand that all researchers involved in the activities supported by this grant must comply with the [Policy on Sensitive Technology Research and Affiliations of Concern \(STRAC\)](#), as defined at the time of application, for the duration of the grant.

☐

(00-2024)

PROTECTED B WHEN COMPLETED

Ce formulaire est disponible en français.



Gouvernement

of Canada

Gouvernement

du Canada



Research Security – additional information – National Security Guidelines for Research Partnership (NSGRP) Risk Assessment



Research Security – additional information – RAF

The link to the Risk Assessment Form (RAF) is available here:

https://science.gc.ca/site/science/sites/default/files/attachments/2023/risk_assessment_form_1_SED-ISDE3832E.pdf



The screenshot shows the top portion of a PDF document titled "National Security Guidelines for Research Partnerships Risk Assessment Form". At the top, it features the Canadian flag and the text "Innovation, Science and Economic Development Canada" in both English and French. To the right, it says "Protected When Completed". Below the header is a table with three columns: "Entity name of applicant", "Industry of all given names of applicant", and "Grant administering institution". The "Introduction" section follows, explaining the purpose of the form and the information required. It includes a list of activities that may constitute a risk to national security, such as sharing intellectual leadership or providing expertise, active participation in research activities, and application of research results. The document also states that the information collected will not be used to substantiate if you are compliant with any legislative or regulatory requirements that may apply to your proposed research project. At the bottom, there is a footer with the text "SED-ISC/ISDE 2023(2), Page 1 of 9" and the "Canada" logo.

Panel - Adjudication Process & Proposal Tips

Professor Alberto Galasso

- Professor, Rotman School of Management
- SSHRC IG awardee
- 2024 SSHRC IG adjudication committee member (Committee 14A: Business, management and related fields)

Professor Sebastian Sobecki

- Professor, Department of English, Faculty of Arts and Sciences
- SSHRC IG awardee

Faculty Presenters



Alberto Galasso

Professor, Rotman School of
Management



Sebastian Sobecki

Professor, Faculty of Arts &
Science, Department of English

SSHRC Insight Grant - Strategies for Success 2025

Alberto Galasso, Rotman School
of MANAGEMENT

- Served last year (IG October 2024) in committee 435-14A: Business, management and related fields. Will serve again this year.
- 82 applications, 41 stream A (\$10,000 to \$125,000) and 41 stream B (125,001 to \$500,000).
- Target success rates: stream A ~45%. and in stream B ~40%
- Each application assigned to 2 committee members. Each committee member assigned to read 12-15 applications.
- Committee members matched on expertise considering conflicts of interest
- Committee members have access to full application and reviewer reports

- Each committee member provides scores on:
 - Challenge (originality, lit review, theory, methods, training opportunities)
 - Feasibility (Clear objectives, timeline, budget justification, knowledge dissemination plan)
 - Capability (previous publications, collaboration and potential to make future contribution)
- Maximum Score per Criteria = 6. A Minimum Score of 3 on All Criteria is Required to Recommend the Application for Funding
- Applications will automatically fail on the Feasibility criterion if the committee deems that the budget should be reduced by 50% or more. Failing score on the Feasibility criterion likely is >30% of the budget is either not appropriate or not sufficiently justified.

Typical adjudication process:

- Before committee meeting the two committee members assigned to the proposal provide their scores
- At committee meeting:
 - Reader A provides a short summary of the proposal
 - Reader B will then provide additional comments
 - Discussion and agreement on average scores or new scores
 - Discussion of budget
 - Fill out evaluation form together
- Discussion relatively quick when scores are very high scores or very low scores. Much more discussion (open to all committee members) in the middle especially close to funding cutoff. Much longer discussion for stream B (big budget) than stream A

Writing your proposal

- The entire application should be clear, thorough, written in accessible language
- Follow all instructions, using headings (e.g. “Detailed Description”) for sections
- Attachments: comply with formatting specs and ensure correct document and correct version is attached
- Read guidelines on [student training](#), [Knowledge Mobilization](#)
- Text boxes: use preview to ensure text is visible/legible
- Avoid typos and math errors – proof and polish!
- Have co-applicants complete CV and “Research Contributions” doc (and “Career Interruptions” doc, if applicable) as early as possible
- Suggested Assessors: Maximum 3. No conflict of interest, offer direction
- Write with committee/assessors in mind: address evaluation criteria thoroughly
- Write for a multi-disciplinary committee (i.e, Academic audience/peers, but not necessarily specialists in your field)
 - Define all terms, do not assume anything is obvious

Budget

Minimum essential funding

- Committee may recommend cuts if budget is deemed insufficiently justified or not appropriate
- Budgets that the committee considers inflated may receive lower scores under the Feasibility, which can negatively impact the overall ranking:
 - at 30% may fail Feasibility
 - at 50% must fail Feasibility
- know the typical budgets in your field, unrealistically high or low budgets will lower score
- justify all costs (**HOW** and **WHY**)
- be consistent with proposal description
- budget for any one year cannot exceed **\$125,000**
- do not include ineligible expenses
 - Payments to Applicant/Co-Applicants/Collaborators
 - Remuneration & travel for guest speakers and presenters
 - Course release time to allow an individual to engage in research activities.
 - Research expenses for collaborators

Budget cont'd

3 questions that should be answered for each item in one's budget:

How much? How did you calculate this cost? Why is this expense essential?

The budget is split into two sections*:

1. Funds requested from SSHRC (i.e., the budget table)

- This section is just for the numbers (i.e., **How much?**)
- The budget for any one year cannot exceed **\$125,000**

2. Budget Justification document (max 2 pages)

- Strongly recommended to organize the budget justification by category, following the structure of the “Funds Requested from SSHRC” table.
- Show **HOW** an expense was calculated and **WHY** it's necessary for the project
 - **HOW**: Don't make the reviewers do math, indicate how the # was calculated
 - **WHY**: link justification to your methodology – account for every dollar, justifications should align with the project description and other parts of application

*There is also a third budget-related section called “Funds from other sources”. For the IG, applicants are not required to include contributions (ie, cash or in-kind contributions) from other sources, but if you do have these, then they can be included in this table, and you should account for them in some way in your “Budget justification” document (ie, how are these funds from other sources going to be used in relation (or in contrast) to the funds from SSHRC)

Budget cont'd

Applicants should consult the [Tri-Agency Guide on Financial Administration](#) (Part 2: Use of Grant Funds), particularly the [4 basic principles](#) that govern the appropriate use of grant funds, as grant expenditures must:

- contribute to the [direct costs](#) of the research/activities for which the funds will be awarded, with benefits directly attributable to the grant [so the grant-related purpose for an expense must be clear, and it should be essential to the project]
- not be provided by the administering institution to their [research personnel](#)
- be [effective and economical](#)
- not result in [personal gain](#) for members of the research team

Additionally, any institutional policies would apply (like those detailed in the [UofT Guide to Financial Management](#) (e.g., [per diem rates](#))).

Budget Tips

Budget *Do's*

- Should be reasonable and justify proposed expenditures
- Should strongly relate to research objectives and methodology in proposal
- Explain HOW amounts are calculated and WHY they are necessary
 - Follow institutional guidelines for student compensation (BO) and [per diems](#) (\$80 domestic, \$100 international)
 - Explain tasks students will do and why that level (undergraduate, Masters, PhD or postdoc) is appropriate

Students may be compensated either by stipend or hourly wage. If paid by stipend, the justification must be based on the nature of the work related to the project—please avoid using general terms like 'departmental standard' or 'going rate.' If paid hourly, ensure the total rate includes benefits and vacation pay. Note that stipends cannot be offered as small scholarships in addition to an hourly wage. For details on compensation rates, please consult your business officer.

- Budget justification should mesh with other application sections (Detailed Description, Student Training & KM plan)

Budget Tips Cont'd

Budget *Don'ts*

- Specific rules for the use of IG funds (slide under “Budget”)
- Don't include ineligible items – see the updated Tri-Agency guide: https://www.nserc-crsng.gc.ca/InterAgency-Interorganismes/TAFA-AFTO/guide-guide_eng.asp
 - Only direct costs for the research being proposed - No overhead or general administrative costs
 - No alcoholic beverages
- Don't pad or inflate costs
- Avoid:
 - Math errors
 - Multiple trips to one destination without justification
 - Hiring non-students without a clear justification
 - “Premature” expenses that could be a red flag (e.g., dissemination costs in Year 1 without proper justification)

Submission Checklist

Applicant

1. Complete all mandatory fields
2. Attach all mandatory documents
3. Ensure all participants have included relevant attachments
4. Verify and preview your application
5. Click “Submit” for institutional approval
6. Institutions forward applications to SSHRC
7. Leave enough time!

Co-applicant

1. Create and verify SSHRC CV
2. Accept the invitation and upload Research Contributions (PDF).

Collaborator

1. Fill out a profile.
2. Accept invitation

Team members' CV will hold up the whole application if they are not complete

Timeline

Internal deadlines:

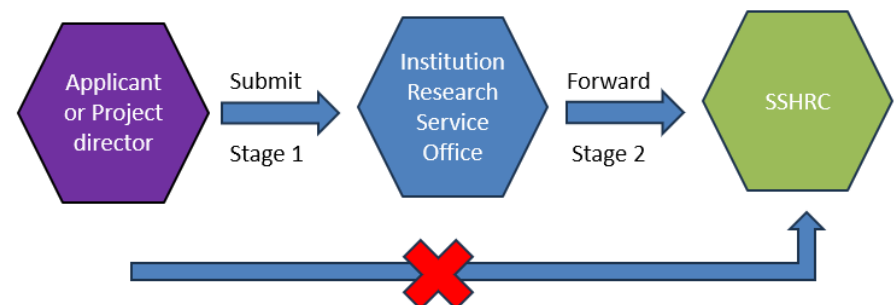
- Deadline to receive [MRA](#) by RSO – noon, Thursday, **September 25, 2025**
 - Logon [My Research \(MR\) | EASI \(utoronto.ca\)](#)
 - Upload draft proposal, firm budget amount
 - MRA can take several days to approve – please submit early
- Deadline to submit complete application on the SSHRC portal – 9 am, Monday, **September 29, 2025**
 - Logon https://webapps.nserc.ca/SSHRC/faces/logon.jsp?lang=en_CA

Final deadline for RSO's forwarding:

- Deadline for RSO to forward your application to SSHRC, 8pm, Tuesday, **October 1, 2025**
- Postdocs and PhD students can apply directly to SSHRC (don't fill the institution info) - no institutional approval until after award

Result out: the beginning of April 2026

Funding start date: April 2026



No deadline extensions for technical delays

If the SSHRC platform experiences website downtime that prevents you from submitting online—as occurred during the 2023 IG competition—please note that SSHRC does not guarantee deadline extensions due to technical issues.

To avoid any last-minute complications, please submit your application as early as possible.



SSHRC Resources

- SSHRC IG funding opportunity description, link to application and application instructions
http://www.sshrc-crsh.gc.ca/funding-financement/programmes-programmes/insight_grants-subventions_savoir-eng.aspx
- Tri-Agency Guide on Financial Administration (TAGFA)
https://www.nserc-crsng.gc.ca/InterAgency-Interorganismes/TAFA-AFTO/guide-guide_eng.asp
- SSHRC program staff (funding opportunity questions)
insightgrants@sshrc-crsh.gc.ca or 1-855-275-2861
- Technical support for Application Form and CV
webgrant@sshrc-crsh.gc.ca or 613-995-4273

UofT Resources

Research Services Office

- Website: <https://research.utoronto.ca/funding-opportunities/db/insight-grants>
- Tip-sheet at the above website
- Research Services SSHRC team
 - Wei Ye, Research Funding Officer (wei.ye@utoronto.ca) – main RSO contact for IG

MRA

- Login: <https://easi.its.utoronto.ca/administrative-management-systems/my-research-mr/>
- Technical help and access: raise@utoronto.ca or 416-946-5000

UofT Resources

Department/Division

- Business officer (compensation, travel, supplies costs)
- Grant writing support (peer review, archived applications, internal deadlines)
- Dept/Divisional Research Facilitator (for proposal development/editorial services)

Guide to Financial Management: <http://www.finance.utoronto.ca/gtfm.htm>

- UofT travel policies and per diems

UofT Centre for Research & Innovation Support (CRIS) : <https://cris.utoronto.ca/>

- Central Research & Innovation hub (partnership between VPRI, UTL and ITS)

UofT Libraries

<http://onesearch.library.utoronto.ca/triagencyopenaccesspolicy>

- Advice on compliance with Open Access Policy, publication

<https://onesearch.library.utoronto.ca/researchdata>

- Advice on data management, DMPs

<https://utsc.library.utoronto.ca/librarians>

- List of UTSC Library Liaisons to assist with OA pubs and DMPs

<https://library.utm.utoronto.ca/scholarly-communications>

- UTM library info for help with OA pubs and DMPs

UofT Resources

Research supports/contacts at Divisional levels

CORE:

Community for Research
Excellence

FAS: Gabrielle Sugar
Tim Nieguth
Amy Ratelle

FASE: Myriam Couturier

TFoM: Alex De Serrano

UTM: Kate Steinmann

UTSC: Jason Darby

Law: Kelly Nolan

Music: Ely Lyonblum

OISE: Madeleine Taylor

DLSPH: Caroline Godbout

iSchool: Emina Veletanlic

FIFSW: Vesna Bajic

LDFP: Lia Cardarelli

Nursing: Karin Trajcevski

KPE: Kay Li
Nina Hamou

Rotman: Joanne Pereira

FALD: Shirley Chan

KEEP CALM AND JUSTIFY EVERYTHING

*and follow the [IG application instructions](#)

**and look at the appendix that follows

Appendix

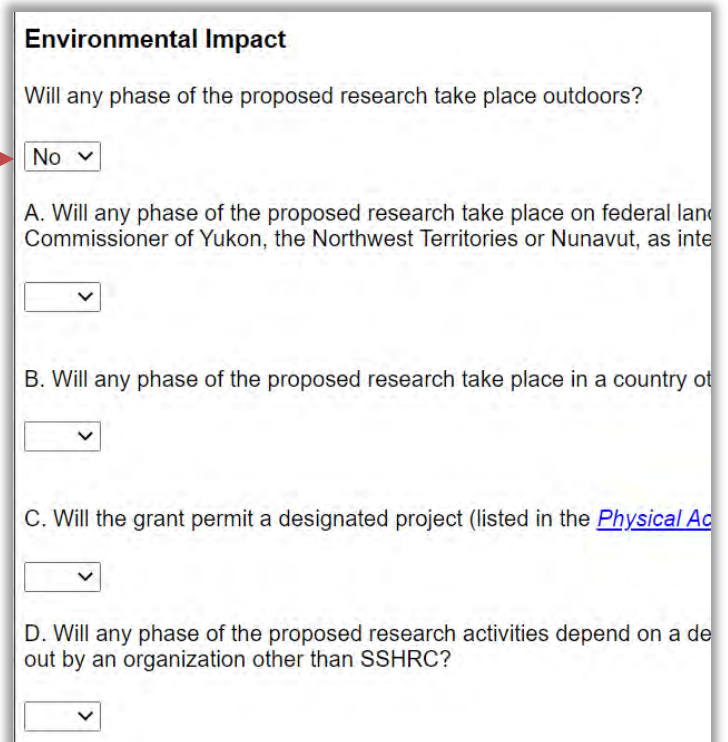
- Tips
- IDG vs IG comparison table
- Additional information for Research Security
- Adjudication committee information and examples

A small tip

In the IG application, in the section called “Research Activity”, there is a sub-section concerning “Environmental Impact”

If you answer “No” to the first question (“Will any phase of the proposed research take place outdoors?”), then you are not required to answer questions A, B, C and D below that, so just leave them blank.

Many applicants answer “No” to the first question, but then (believing they have to answer A-D) answer “Yes” to question B (“Will any phase of the proposed research take place in a country other than Canada?”). But this is only relevant if you answer “Yes” to the first question.



Environmental Impact

Will any phase of the proposed research take place outdoors?

No ▾

A. Will any phase of the proposed research take place on federal land, the Yukon, the Northwest Territories or Nunavut, as intended?

▾

B. Will any phase of the proposed research take place in a country other than Canada?

▾

C. Will the grant permit a designated project (listed in the [Physical Activity](#) schedule)?

▾

D. Will any phase of the proposed research activities depend on a designated project being funded out by an organization other than SSHRC?

▾

If you answer “No” to the first question, but you also choose to answer questions A-D, and you answer “Yes” to (for example) question B, then you won’t be able to submit the application until you complete and upload the Environmental Impact form (but if you answered “No” to the first question, then the form is not relevant to your proposal)

Tips from previous committee members:

- Coherence: connect goals of new or continuing projects with past/ongoing research
- Provide sufficient detail to allow informed assessment by committee members
- Be explicit as to whether or not the research is new, emerging, or a continuation
- Take time to address/define your outcomes (traditional/activities/community partnerships)
- 'Educate' the committee - persuasive in demonstrating a range of research goals and objectives
- Have your grant proposal read by colleagues who have had successful applications
- Present a challenging topic (originality)- but novelty alone not enough, why important?
- Convey and inspire confidence, and clearly establish the need for the research and funds
- Strike a balance between ambition and realism
- If you are an emerging scholar, discuss why you can do the proposed project
- Plan, organize and monitor your project well
- Methodology (specific in describing data, resources and procedures: who, what, where, how?)
- **Write the proposal for the project that you want to do, not for the kind of project that you think (or were told) has a better chance of being funded.**

Budget tips from UofT Research Administrators/Facilitators

- **Students:** SSHRC emphasizes student training and engagement throughout the life of one's project, so don't underbudget for students: but all personnel costs must be fully justified, in terms of student level (e.g., why a PhD?), activities and duration of employment – don't be vague.
- **PDF or non-student personnel:** why are they necessary? Committee may wonder if a student trainee could perform the work, so make sure the activities to be completed match the person's level/expertise/credentials (budget cuts are common when funds are requested for PDFs without airtight justification)
- **Dangers of overestimating:** don't pad or inflate costs. Are 10 RAs needed? Could the work be performed by fewer trainees? **But don't underestimate either**, as this could bring down the feasibility score as well. What is *essential* to the project, but also what is most *effective*? (but not necessarily cheapest)
- **Dissemination costs** in the 1st year of a grant, or 2-3 conference and/or research trips per year – are all of these essential? Don't over-ask on travel.
- **Travel costs for the same location multiple times:** why? Is this effective? Justify these multiple trips.
- **Major activities or purchases late in the grant:** How essential or effective is significant fieldwork or equipment costs in the final year of the project? (e.g., if funds for a laptop are requested in year 1, why is a second laptop needed in the 4th year of a 4-year grant?)

Budget tips from UofT Research Administrators/Facilitators cont'd

- **Alignment with other sections of the application:** Budget table and Budget Justification must be consistent with one another (and with the rest of the application) – strive for clarity and consistency, and don't surprise reviewers with unexpected costs in your Budget/Budget Justification that aren't aligned with the objectives of the project or the work described (e.g., a reviewer should not be surprised by funds being requested in your budget for a PhD student, or a PDF, or non-student personnel, etc., after having read through the other sections of the proposal).
- **Typical costs:** Know the kinds of costs typical in your field, as those should be emphasized (especially if your application will be reviewed by a committee made up of people in your field).
- **Ineligible items:** Don't include them! (e.g., compensation-based costs for Research Team members (Applicant, Co-Applicants, Collaborators), research expenses for collaborators, conference organization costs, overhead, etc. See slide entitled "Ineligible Expenses")
- **Try not to "ballpark" costs:** try to get real numbers (e.g., for costs associated with open access fees, dissemination and travel expenses (e.g., per diem rates), personnel costs) – how were the costs calculated and where are you quoting them from? Speak to Business Officer for rates of pay (including benefits and vacation pay).
- **Institutional rates:** when using them (e.g., per diem rates, rates of student pay (if applicable)), state that they are institutional UofT (or departmental) rates in order to give a basis for the costs.
- **Math errors:** Avoid them!



Insight Grant in brief - Committees

Insight Grants Committees	
01	Philosophy
02	History
03	Fine arts, research-creation
04	Literature
05	Medieval, classics, religious studies
07	Economics
08	Sociology, demography and related fields
09	Geography, urban planning and related fields
10	Psychology
11	Political science and public administration
12	Education and social work
13	Anthropology and archaeology
14	Business, management and related fields
15	Linguistics and translation
16	Communications, media studies, gender studies, library and information science, related fields
17	Law and criminology
21	Indigenous research
22	Multidisciplinary or interdisciplinary humanities
23	Multidisciplinary or interdisciplinary social sciences
24	Tri-Agency Interdisciplinary Peer Review (TAIPR)

Insight Grant in brief - Committees

24 Discipline-based committees, including multidisciplinary

special committees:

- Committee 435-03: Fine Arts, Research-Creation
- Committee 435-21: Indigenous research
(Applications involving [Indigenous research](#) may undergo a more [tailored adjudication](#).)
- Committee 435-22: Multidisciplinary or interdisciplinary **humanities**
- Committee 435-23: Multidisciplinary or interdisciplinary **social sciences**
- Committee 435-24: Tri-Agency **Interdisciplinary** Peer Review Committee

IG	IDG
Potentially large-scale initiatives that are more aligned with past research contributions	Short term projects, early stage research, clearly delimited
Challenge = 40%, Feasibility = 20%, Capability = 40%	Challenge = 50%, Feasibility = 20%, Capability = 30%
2-5 years, \$7000 - \$400,000	1-2 years, \$7000 - \$75,000
Int'l co-applicants not allowed	Int'l co-applicants allowed
No reserved funding envelope for Emerging or Established scholars, but Stream A has higher targeted success rate.	50% of funding envelope reserved for Emerging scholars
Applications assessed by both SSHRC IG adjudication committee members and external assessors	Single-stage IDG adjudication committee review (no external assessors)
CV requirement for IG application: SSHRC CV (as part of the SSHRC application site)	CV requirement for IDG application: Canadian Common CV

Research Security – additional information

- Those with named roles must provide the completed attestation forms to the applicant, who must save them as a single PDF and upload it to the STRAC Attestation Module of the application form .
- For application aiming to advance a STRA, the inclusion of completed attestation forms is an eligibility issue. However, whether an application aims to advance a STRA or not will not affect merit review.
- If an application aiming to advance a STRA is successful, any post –award additions of participants with named roles will require completed attestation forms.
- Grantees must also inform SSHRC if the nature of their research evolves such that activities supported by the grant would aim to advance a STRA. Grant recipients cannot proceed with these new research activities until the appropriate granting agency's approval has been obtained .
- For further guidance and FAQs: <https://science.gc.ca/site/science/en/safeguarding-your-research/guidelines-and-tools-implement-research-security/sensitive-technology-research-and-affiliations-concern/frequently-asked-questions-faq-policy-sensitive-technology-research-and-affiliations-concern>

Adjudication Committee

- Applicants select their **preferred adjudication committee** (choose the committee that is most appropriate based on subject/discipline) – see [here](#) for past adjudication committees
- **Multi/interdisciplinary evaluation**: if you select this, you must complete a one-page justification (explaining how your research will integrate elements (eg, theories, methodologies) from two or more disciplines)
- [Tri-Agency Interdisciplinary Peer Review Committee](#): intended for applications proposing research across disciplines/subject areas related to two or more of (1) social sciences & humanities, (2) natural sciences and engineering, and (3) health and wellness (subject matter still needs to fall under [SSHRC's mandate](#)). Will be composed of peer reviewers active in interdisciplinary research who will be recruited in response to the applications that are submitted, using its own [Evaluation Criteria](#) (select “Committee 24” and complete one-page justification)
- [Indigenous Research](#): if your proposal falls under [SSHRC's definition](#) of Indigenous Research, then your proposal can be identified as such, and would be adjudicated under SSHRC's [Guidelines for the Merit Review of Indigenous Research](#)
- [Research-Creation](#): please see SSHRC's [definition](#) of Research Creation (an approach to research that combines creative and academic research practices, where “creation” is situated within research with a resultant creative/artistic work). If your proposal aligns with SSHRC's definition, then you can denote this (and, if appropriate, you could choose to have your proposal adjudicated by a Fine Arts-Research Creation committee).

Adjudication Committee

Past IG Literature adjudication committee – example of diverse research interests

Chair: Literary and cultural history of the long 18th century in Britain, narrative studies, gender and sexuality theory

Member 1: Victorian literature and culture, the history of media and technology, sound studies, contemporary American poetry, and Canadian poetry

Member 2: 19th century literature, Literature and Anthropology, French literature

Member 3: Old English, Middle English, Renaissance Literature, History of the Book

Member 4: AI/Robotics and literature, Modern/Postmodern novel

Member 5: 19th and 20th century French literature, Gender and Sexuality Studies, Québec and francophone literatures

Member 6: Romanticism, 18th and 19th century literature and visual culture, history of museums and collections

Adjudication Committee

Past IG Multidisciplinary or interdisciplinary social sciences adjudication committee – example of diverse research interests

Chair: language variation and change, linguistic heterogeneity, varieties of English

Member 1: social and political implications of new media, global communications, media and crime, and Arab media and politics

Member 2: attention and memory, auditory and visual perception, psychology and sport

Member 3: intellectual property, health law, and bioethics

Member 4: surveillance studies, smart cities and ubiquitous computing, urban studies, literature and film

Member 5: resilience and psychosocial stressors, family caregiving for persons with Dementia or recovering from stroke, disaster response and high risk populations

Member 6: Canadian and American foreign policy, Latin American and Caribbean politics with an emphasis on Cuba, and international relations

Thank you!

- A link to the recording, presenter slides, and feedback form will be sent out after the session
- Follow-up questions can be addressed to cris@utoronto.ca

