

2021 Insight Development Grants Application Instructions

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i **User Profile Information**

Your User Profile information will be used to create your Research Portal account. It will also be matched against any existing profiles that you may have in agency databases (NSERC, SSHRC and Canada Research Chairs), and used to merge the data into one database for the purpose of managing current grants/awards and maintaining a historical record of your participation in agency activities and funding opportunities.

As your User Profile is a key component of your personal record, please check your profile regularly and update any information as needed.

First Name (Required)

Middle Names

Family Name (Required)

If you are applying for an award which will be a taxable benefit or income, please enter the same name you provide to the Canada Revenue Agency. The Federal Granting Agencies use your profile name for all official correspondence. If you change your profile name, the Federal Granting Agencies will contact you for further information.

Correspondence Language (Required)
 English
 French

Citizenship (Required)

I am not affiliated with a postsecondary institution.

Primary Affiliation (Required) Select

Department/Division (Required)

Current Position (Required)

Phone Number (Required) Extension
(e.g. 9999999999)

Secondary Email

Personal Identification No. (PIN)

Sign In Information

Last sign in:

Last password change:

Change Password
Security Question

Change Email

Help bubbles:

Correspondence Language: The language in which you wish to receive your correspondence.

Personal Identification No. (PIN): Enter your PIN (NSERC Only). If unknown, leave blank.

Self Identification

Why we are asking you to self-identify

Equity, diversity and inclusion (EDI) strengthen research communities and the quality, social relevance and impact of research. See the Presidents' [Open Letter to the Research Community](#).

The questions are primarily based on the current standard used by Statistics Canada in the Census, and wording from the [Employment Equity Act](#). If you have comments or suggestions regarding this data collection, please send to the relevant agency at:

NSERC: ✉ nseequity-equitesng@nserc-crsng.gc.ca

SSHRC: ✉ equity-equite@sshrc-crsh.gc.ca

CIHR: ✉ support@cihr-irsc.gc.ca

Applicants and co-applicants, as well as collaborators on SSHRC grants, are required to complete this form. **If you are not an applicant, co-applicant or SSHRC collaborator, please select:**

This does not apply to me

Privacy Notice

The Research Portal supports the delivery of certain programs of the federal funding agencies. The information you provide in the self-identification section is collected under the respective authority of either the [NSERC Act](#), [SSHRC Act](#), or [CIHR Act](#) depending on the program.

The collection, use, disclosure, retention and disposal of your personal information are in accordance with the [Access to Information Act](#) and the [Privacy Act](#). Your information will be managed in accordance with Treasury Board Secretariat policies, directives and guidelines on [information management](#) and [protection of personal information](#), and with the agencies' retention and disposition schedules.

Self-identification information is collected on a **voluntary basis**. This information will be stored electronically in your User Profile and access is limited to agency staff on a need to know basis. Your User Profile self-identification information is **not** part of your application, and is neither accessible to, nor shared with, external reviewers and/or selection committee members in an identifiable form.

Choosing not to self-identify for these purposes will have no consequences for your application. In funding opportunities where an agency may offer special consideration for members of a designated equity group, applicants will be asked to provide their consent separately to use their self-identification information for that purpose.

Your data will be used for the purposes of program operations (including the recruitment of external individuals for merit review processes, where applicable) and planning, performance measurement and monitoring, evaluation and audits, and may be used in aggregate to report to government or to the public. Self-identification information will be reported in a form (e.g., aggregate) to ensure protection of the identity of any individual. Please also see the relevant agency's Personal Information Banks:

NSERC: PSU 941 and PSU 942 described in NSERC's [Info Source](#).

SSHRC: PSU 941, PSU 942, and PPU 055 described in SSHRC's [Info Source](#).

CIHR: PSU 941, PSU 942 as described in CIHR's [Info Source](#).

If you believe your personal information has been mishandled or have concerns about agency privacy practices, you have the right [to file a complaint](#) with the [Office of the Privacy Commissioner](#). For more information about your rights under the *Privacy Act*, about our privacy practices or to access or correct your personal information, please contact the relevant agency's ATIP office:

- NSERC's [ATIP Coordinator](#).
- SSHRC's [ATIP Coordinator](#).
- CIHR's [ATIP Coordinator](#).

By voluntarily submitting your self-identification information, you are confirming that you have read and understood this Privacy Notice Statement and agree to provide your personal information in accordance with it.

Age

What is your date of birth?
(DD/MM/YYYY)



I prefer not to answer

Gender

Select the option that you identify with.

Indigenous Identity

Do you identify as Indigenous; that is First Nations (North American Indian), Métis, or Inuit?

If "Yes", select the options that you identify with.

Disabilities

Do you identify as a person with a disability?

Note: Person with a disability is a person who has a long-term or recurring physical, mental, sensory, psychiatric or learning impairment and:

- Who considers themselves to be disadvantaged in employment by reason of that impairment, or
- Who believes that an employer or potential employer is likely to consider them to be disadvantaged in employment by reason of that impairment; and
- Includes persons whose functional limitations owing to their impairment may have been accommodated in their current job or workplace.

Visible Minorities

Do you identify as a member of a visible minority in Canada?

Note: Visible minority refers to whether a person belongs to a visible minority group as defined by the *Employment Equity Act* and, if so, the visible minority group to which the person belongs. The *Employment Equity Act* defines visible minorities as "persons, other than Aboriginal peoples, who are non-Caucasian in race or non-white in colour".

If "Yes", please select the options that best describe you:

Hyperlinks:

[Open letter to the research community](#)

[Employment Equity Act](#)

nseequity-equitesng@nserc-crsng.gc.ca

equity-equite@sshrc-crsh.gc.ca

support@cihr-irsc.gc.ca

[NSERC Act](#)

[SSHRC Act](#)

[CIHR Act](#)

[Access to information Act](#)

[Privacy Act](#)

[Information management](#)

[Protection of personal information](#)

[NSERC Info Source](#)

[SSHRC Info Source](#)

[CIHR Info Source](#)

[To file a complaint](#)

[Office of the Privacy Commissioner](#)

[NSERC's ATIP Coordinator](#)

[SSHRC's ATIP Coordinator](#)

[CIHR's ATIP Coordinator](#)

Eligibility Profile

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Eligibility Profile

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1. Did you, in 2020, apply for an Insight Grant?

If yes: The objectives described in your current proposal must be substantially different from those in your Insight Grants proposal (see [multiple applications regulations](#)).

2. Do you currently hold an Insight Development Grant?

If yes: A current grant holder can only submit a new application for the same type of grant if doing so in the year in which they receive the final installment of their existing grant (see [multiple applications regulations](#)).

3. Are you currently a doctoral student?

If yes:

- a. Will you have met all requirements for the PhD before the grant is awarded (i.e., before June 1, 2021), including all course work and successful defense of your dissertation?
- b. Will you have established a formal affiliation with an [eligible Canadian postsecondary institution](#) within three months of the grant start date (i.e., by September 2021)?
- c. Will the affiliation be maintained for the duration of the grant?

If no:

- a. Note: Students enrolled in a program of study are not eligible to apply for an [Insight Development Grant](#).

4. Are you currently a postdoctoral fellow/researcher?

If yes:

- a. Will you have formally established an affiliation with an [eligible Canadian postsecondary institution](#) within three months of the grant start date (i.e., by September 2021)?
- b. Will the affiliation be maintained for the duration of the grant?

I have read the information on eligibility

Hyperlinks:

[Multiple applications regulations](#)

[Eligible Canadian postsecondary institution](#)

[Insight Development Grant](#)

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77 days 4 hours 55 minutes until the funding agency deadline date; please consult your institution regarding internal deadlines, if applicable.

Deadline Date:

To submit your application you must complete the [EDI questionnaire](#).

Application

Status	Title	Funding Opportunity	Stage	Updated	Action
		Insight Development Grant	Application		Edit Preview
▼ Module Status					
Status	Module Name	Status	Module Name		
	Identification		Activity Details		
	Revisions since previous application		Summary of Proposal		
	Roles and Responsibilities		Roles and Training of Students		
	Knowledge Mobilization Plan		Expected Outcomes		
	Funds Requested from SSHRC		Funds from Other Sources		
	Reviewer Exclusion				

Attachments

Status	Title	Document Type	Updated	Action
		Detailed Description		Attach
		Timelines		Attach
		List of References		Attach

[Export application and attachments to PDF](#) [Export application and attachments to PDF - Clean](#)

Canadian Common CVs Attached

Status	Title	Role	Updated	Action
		Applicant		Attach

Invitations

Status	Role	Family Name	First Name	Email	Invitation Status	Updated	Action
							Manage Invitations

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Identification

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Identification

Applicant

To modify this information, update the User Profile page.

Family Name: _____ First Name: _____

Middle Names: _____

Current Position: _____

Primary Affiliation: _____

Department/Division: _____

Application

Application Title (required) ?

Language of the Application (required) ? English French

Committee (required) ?

Joint or special initiative

Is this a [research-creation project](#)? Yes No
(required) ?

Does your proposal involve [Indigenous Research](#) as defined by SSHRC? Yes No
(required) ?

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Help bubbles:

Application title: Provide a short and descriptive title for your proposal in non-technical terms. This title may be used for publication purposes. Restrict use of acronyms (e.g., DNA, NATO, etc.). Use uppercase for only the first word of the title, proper nouns and acronyms.

Language of the Application: Select the language of the application.

Committee: Select the committee representing the research field most appropriate to the subject and discipline of your proposal.

Joint or special initiative: If you want your project to be considered for any of the initiatives listed, select the appropriate option. For more information, see the [funding search tool](#).

Is this a [research-creation project](#)? SSHRC strongly suggests that before you select "Yes," you refer to the definition of [research-creation](#) for more information and examples of fields involving research-creation. If you select "Yes," please refer to [SSHRC's Resource Centre](#) for information helpful in preparing research-creation-related applications. You must also select the Fine Arts, Research-creation committee from the "Committee" drop-down list and complete the Research-Creation Support Material module.

Does your proposal involve [Indigenous research](#) as defined by SSHRC? Select "yes" if you wish to signal the adjudication committee that your application should be reviewed in the context of SSHRC's definition of Indigenous research and its Guidelines for the Merit Review of Indigenous Research.

Joint or special initiative – Department of National Defence

Department of National Defence



If you have selected "Department of National Defence" research initiative in the "Joint or special initiative" field on the Identification screen, you must clearly explain how the proposed research meets the initiative's [objectives](#).

Statement of Relevance (required) Characters remaining: **3800** (3800 characters maximum)

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Scholar Type

Scholar Type

Are you an [Emerging Scholar](#) or [Established Scholar](#)? (required)

select

Confirmed Scholar Type

None

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Hyperlinks:

[Initiative's objectives](#)

[Emerging Scholar](#)

[Established Scholar](#)

Note: The form will confirm if the applicant meets the criteria to be considered an emerging scholar.

Emerging scholar example:

Scholar Type

Are you an [Emerging Scholar](#) or [Established Scholar](#)? (required)

Have you received a previous grant (with the exception of a fellowship, knowledge mobilization grant and/or partnership engage grant) as principal investigator or project director, through any of the following organizations: SSHRC, Natural Sciences and Engineering Research Council, or Canadian Institutes of Health Research? (required) Yes No

When did or will you obtain your highest degree? For doctoral and master's degrees, this is the thesis defense date for the first highest degree obtained. (required)

Have you held a tenured or tenure-track postsecondary appointment for a total of 6 years or more throughout your career? (required) Yes No

Has your career been interrupted for health, administrative, family, or reasons related to the COVID-19 pandemic after February 2, 2015? (required) Yes No

Confirmed Scholar Type

Career interruptions for health, administrative, family, or reasons related to the COVID-19 pandemic (required)

Explanation (required) Characters remaining: **700** (700 characters maximum)

Total duration in months (required)

Productivity Lost (required)

How many months have you held a tenured or tenure-track post secondary appointment throughout your career? (required)

When did you obtain your tenured or tenure-track position? (required)

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Established scholar example:

Scholar Type

Are you an [Emerging Scholar](#) or [Established Scholar?](#) (required)

Confirmed Scholar Type

Established Scholars: Proposed Versus Ongoing Research

ⓘ Explain how the proposed research is distinct from your previous/ongoing research. Proposed projects should be clearly delimited and in the early stages of the research process.

Established Scholars: Proposed Versus Ongoing Research (required) Characters remaining: **3800** (3800 characters maximum)

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Administering Organization

Administering Organization

ⓘ If the organization that will administer the funds is not listed, you must email institutional.eligibility@sshrc-crsh.gc.ca at least five days prior to the application deadline to begin the eligibility process or you will not be able to apply. See [Institutional Eligibility—Guidelines and Requirements](#).

Organization (required) ⓘ

Department/Division (required) ⓘ

Help bubbles:

Organization: Postdoctoral researchers and doctoral students may leave this field blank.

Department/Division: Select one option from the drop-down list. Postdoctoral researchers and doctoral students may leave this field blank.

Hyperlinks:

institutional.eligibility@sshrc-crsh.gc.ca

[Institutional Eligibility – Guidelines and Requirements](#)

Activity Details

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Activity Details

Application Title

Your application title entered in the "Identification" screen is:

Certification Requirements

Does the proposed research involve humans as research participants? (required) Yes No

Does the proposed research involve animals? (required) Yes No

Impact Assessment

Impact Assessment

Will any phase of the proposed research take place outdoors? (required) Yes No

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The Impact Assessment Form must be completed and submitted with grant applications **ONLY** if at least one of the following situations applies to your research or research-related activities, as per the [Impact Assessment Act](#), 2019 (IAA):

- A. any phase of the proposed research takes place on federal lands, other than lands under the administration and control of the Commissioner of Yukon, the Northwest Territories or Nunavut, as interpreted in section 2 of the IAA; ¹
- B. any phase of the proposed research takes place in a country other than Canada; ¹
- C. the grant funds permit a designated project (listed in the [Physical Activities Regulations](#)) to be carried out in whole or in part; or
- D. any phase of the proposed research depends on a designated project (listed in the [Physical Activities Regulations](#)) being led or carried out by an organization other than SSHRC.

¹Items A and B apply **ONLY** to designated projects / physical activities listed in the Physical Activities Regulations (e.g., projects that involve physical work / alterations to the land or environment). If none of these situations apply to your proposed research activities, then the Impact Assessment Form is not required.

(A) Will any phase of the proposed research take place on federal lands in Canada, **other than lands under the administration and control of the Commissioner of Yukon, the Northwest Territories or Nunavut**, as interpreted in section 2 (1) of the [Impact Assessment Act](#) (IAA)? (required) Yes No

(B) Will any phase of the proposed research take place in a country other than Canada? (required) Yes No

(C) Will the grant permit a designated project (listed in the [Physical Activities Regulations](#)) to be carried out in whole or in part? (required) Yes No

(D) Will any phase of the proposed research depend on a designated project (listed in the [Physical Activities Regulations](#)) being led and carried out by an organization other than SSHRC? (required) Yes No

Note: The Impact Assessment Form will appear if the applicant answers "yes" to any of the four questions.

Hyperlinks:

[Impact Assessment Act](#)

[Physical Activities Regulations](#)

Keywords

List up to 10 keywords that best describe the proposal. (required)

-
-
-
-
-
-
-
-
-
-
-

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Disciplines

Indicate and rank up to three disciplines relevant to your proposal, with #1 the most relevant and #3 the least relevant. (required)

-
-
-

Areas of Research

Indicate and rank up to three areas of research relevant to your proposal, with #1 the most relevant and #3 the least relevant. If you select "Not Subject to Research Classification" in #1, the system will automatically remove any other areas of research when you save this page. (required)

-
-
-

Temporal Periods

Indicate up to two historical periods covered by your proposal.

	From		To		
	Year	Period	Year	Period	
1.	<input type="text"/>	<input type="text" value="Select"/>	<input type="text"/>	<input type="text" value="Select"/>	<input type="button" value="Clear Row 1"/>
2.	<input type="text"/>	<input type="text" value="Select"/>	<input type="text"/>	<input type="text" value="Select"/>	<input type="button" value="Clear Row 2"/>

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Geographical Regions

Indicate and rank up to three geographical regions relevant to your proposal, with #1 the most relevant and #3 the least relevant.

-
-
-

Countries

Indicate and rank up to five countries relevant to your proposal, with #1 the most relevant and #5 the least relevant.

-
-
-
-
-

Revisions since previous application

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Revisions since previous application

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Applicants may outline the revisions made since their previous application.

Note: Adjudication committees are not bound by the deliberations or scores of previous committees. Members of the current committee will not be given copies of the earlier application(s).

Characters remaining: **3800** (3800 characters maximum)

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Summary of Proposal

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Summary of Proposal (required)


Provide a summary of your research proposal written in clear, plain, non-technical language understandable to scholars with varied areas of expertise. Clearly indicate:

- the problem or issue to be addressed; and
- the potential contribution of the research in advancing knowledge and, where applicable, the wider social benefit (e.g., Will this research be of interest to other areas of research/disciplines? Will it be of interest outside the academic community? How will it be used and by whom?).

Applicants who have selected one of the two multidisciplinary committees must provide a brief explanation of how the project will integrate intellectual resources (theories, methodologies, perspectives, etc.) drawn from more than one discipline, and list at the end of the summary the various disciplines from which expertise should be drawn to assess the proposal.

Note: If your proposal is funded, this summary may be used by SSHRC for promotional purposes.

3800 characters maximum
Characters remaining: 3800



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Roles and Responsibilities

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Roles and Responsibilities (required)

 Describe:

1. the relative roles, responsibilities and contributions of the applicant, and of any co-applicants and collaborators (if applicable, clearly outline the rationale for international collaboration);
2. for team applications: the relative proportion (in percentage) of each member's contribution to the proposed project;
3. the proportion of time to be spent on this project in relation to any other ongoing research projects or programs (excluding prospective grants); and
4. if the project involves community participants such as knowledge users, the support provided by the community, and the applicant's ties with said communities.

Note: For team applications, if the adjudication committee determines that the applicant is not responsible for, or equipped to exercise, the leadership of the research, the Feasibility score may be lowered.

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Characters remaining: **7600** (7600 characters maximum)

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Roles and Training of Students

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Roles and Training of Students (required)

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Clearly describe the specific roles and responsibilities of students and research assistants, and indicate the duties, especially with respect to research, that they will be undertaking, as well as how these will complement their academic training. Consult the [Guidelines for Effective Research Training](#) in preparing this section of the application. These guidelines will also be provided to reviewers.

Characters remaining: **3800** (3800 characters maximum)

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Hyperlink:

[Guidelines for Effective Research Training](#)

Knowledge Mobilization Plan

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Knowledge Mobilization Plan (required)

Include:

- an overall plan to increase the accessibility, flow and exchange of social sciences and humanities knowledge among various appropriate audiences or participants (academic and/or non-academic);
- a plan for engaging appropriate audiences or participants, including, as applicable, diverse groups of researchers, policy-makers, business leaders, community groups, educators, media, international audiences, practitioners, decision-makers and the general public;
- a schedule for achieving the intended knowledge mobilization activities; and
- elaboration on the purpose of the knowledge mobilization activities and/or other goals.

Applicants are encouraged to consult SSHRC's definition of [knowledge mobilization](#) and SSHRC's [Guidelines for Effective Knowledge Mobilization](#).

Grant holders must comply with the [Tri-Agency Open Access Policy on Publications](#). See the [Open Access](#) overview for more information.

Characters remaining: **2000** (2000 characters maximum)

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Hyperlinks:

[Knowledge Mobilization](#)

[Guidelines for effective knowledge mobilization](#)

[Tri-Agency Open Access Policy on Publications](#)

[Open Access](#)

Expected Outcomes

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Expected Outcomes (required)

i

In this section, elaborate on the potential benefits and/or outcomes of your proposed project. If awarded funding, you will have the opportunity, via follow-up reports, to share how your outcomes have evolved.

Scholarly Benefits

Indicate up to three scholarly benefits of the proposed project. (required)

1.
2.
3.

Summary of Expected Scholarly Outcomes (required)

i

Justify your answer by describing the potential scholarly benefits/outcomes (e.g., potential learning, implications) that could emerge from the proposed project. If not applicable, enter n/a.


Characters remaining: **1000** (1000 characters maximum)


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Societal Benefits

Indicate up to three societal benefits of the proposed project. (required)

1.
2.
3.

 Clear Selection

 Clear Selection

Summary of Expected Societal Outcomes (required)



Justify your answer by describing the potential societal benefits/outcomes (e.g., effects, implications) that could emerge from the proposed project. If not applicable, enter n/a.


Characters remaining: **1000** (1000 characters maximum)


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Audiences


Indicate up to five potential target audiences for the proposed project. (required)

1.
2.
3.
4.
5.

 Clear Selection

 Clear Selection

 Clear Selection

 Clear Selection




Summary of Benefits to Potential Target Audiences (required)





Describe the potential benefits the project's expected outcomes will have for the identified target audiences. If not applicable, enter n/a.

Characters remaining: **1000** (1000 characters maximum)

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Funds Requested from SSHRC

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Funds Requested from SSHRC (required)

Estimate the costs you are asking SSHRC to fund. All budget costs must conform to the rates and regulations of the applicant's institution and take into account the [Tri-Agency Guide on Financial Administration principles governing the appropriate use of funds](#). For each entry, justify all budget costs in terms of the needs of the project.

For each personnel costs category, enter the number of individuals to be hired and specify the total amount (\$) required. The number of, and budget costs for, all individuals hired must be justified relative to the project's needs. For travel, you must distinguish between types (for research purposes or for communication purposes, e.g., conference travel).

Click Calculate Totals to complete the budget form.

Adjudication committees may consider failing a project on the Feasibility criteria if they deem that 30 per cent or more of the overall budget request is insufficiently justified and/or not appropriate to the proposed objectives or outcomes of the project. They may recommend budget reductions in cases where they determine that the request is inadequately justified and/or not appropriate as described above, and where they judge that savings could be achieved without jeopardizing the project objectives. Committees will use the principle of minimum essential funding to guide their discussions of project budgets. An application will automatically be failed if the committee deems that 50 per cent or more of the overall budget is insufficiently justified and/or not appropriate to the proposed objectives or outcomes of the project.

Please note that:

- Team members (applicant, co-applicant or collaborator) **cannot** be remunerated with grant funds, including postdoctoral researchers serving in any of these capacities.
- Insight Development Grant funds **cannot** be used for remuneration and/or travel and subsistence costs of presenters or guest speakers.
- Insight Development Grant funds **cannot** be used for collaborators' research costs. However, their travel and subsistence expenses related to research planning and exchange of information with the grantee, or for the dissemination of research results, are considered eligible.
- Consultation fees are **eligible** for expert and/or professional and technical services that contribute directly to the proposed research as long as the service is not being provided by a team member or other persons whose status would make them eligible to apply for a SSHRC grant.

► Year 1

► Year 2

Grand total **Calculate Totals**

Save and previous **Save and validate** **Save and next**

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Hyperlink:

[Tri-Agency Guide on Financial Administration principles governing the appropriate use of funds](#)

Personnel costs

Student salaries and benefits/Stipends	Number	Amount	Justification
Undergraduate	<input type="text"/>	<input type="text"/>	Characters remaining: 500 (500 chars) <input type="text"/>
Masters	<input type="text"/>	<input type="text"/>	Characters remaining: 500 (500 chars) <input type="text"/>
Doctoral	<input type="text"/>	<input type="text"/>	Characters remaining: 500 (500 chars) <input type="text"/>
Subtotal		<input type="text" value="\$0"/>	

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Non student salaries	Number	Amount	Justification
Postdoctoral	<input type="text"/>	<input type="text"/>	Characters remaining: 500 (500 chars) <input type="text"/>
Professional/Technical Services	<input type="text"/>	<input type="text"/>	Characters remaining: 500 (500 chars) <input type="text"/>
Other	<input type="text"/>	<input type="text"/>	Characters remaining: 500 (500 chars) <input type="text"/>
Subtotal		<input type="text" value="\$0"/>	

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Travel and Subsistence Costs for Research	Number	Amount	Justification
Applicant/Team Member(s)	<input type="text"/>	<input type="text"/>	Characters remaining: 500 (500 chars) <input type="text"/>
Student(s)	<input type="text"/>	<input type="text"/>	Characters remaining: 500 (500 chars) <input type="text"/>
Subtotal		<input type="text" value="\$0"/>	

Travel and Subsistence Costs for Dissemination	Number	Amount	Justification
Applicant/Team Member(s)	<input type="text"/>	<input type="text"/>	Characters remaining: 500 (500 chars) <input type="text"/>
Student(s)	<input type="text"/>	<input type="text"/>	Characters remaining: 500 (500 chars) <input type="text"/>
Subtotal		<input type="text" value="\$0"/>	
Other Expenses	Amount		Justification
Supplies	<input type="text"/>	<input type="text"/>	Characters remaining: 500 (500 chars) <input type="text"/>
Non-disposable equipment	<input type="text"/>	<input type="text"/>	Characters remaining: 500 (500 chars) <input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	Characters remaining: 500 (500 chars) <input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	Characters remaining: 500 (500 chars) <input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	Characters remaining: 500 (500 chars) <input type="text"/>
Subtotal		<input type="text" value="\$0"/>	
Grand total year 1		<input type="text" value="\$0"/>	
▶ Year 2			
Grand total		<input type="text" value="\$0"/>	Calculate Totals

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Funds from Other Sources

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Funds from Other Sources

T

You must include all contributors (e.g., individuals, not-for-profit organizations, philanthropic foundations, private sector organizations) that are providing contributions for the project. Indicate whether or not these contributions have been confirmed.

If a funding source is not listed, you must:

- (a) type the source name in Funding Source
- (b) identify the contribution type
- (c) enter an amount.

If you have received, from a single funding source, more than one contribution of the same type (e.g., cash) and confirmation status, you must combine these into one entry (e.g., two \$20,000 confirmed cash contributions from a university become one \$40,000 confirmed cash contribution).

For examples of Canadian and international sources of eligible cash and/or in-kind support, see [SSHRC's Guidelines for Cash and In-Kind Contributions](#).

Note: All contributions must be indicated in Canadian currency.

Funding Source	Contribution Type	Confirmed	Year 1	Year 2	Total	
Select or enter other value ▾	Select ▾	Select ▾	<input type="text"/>	<input type="text"/>	\$0	Clear Row 1
Details	Characters remaining: 500 (500 chars)					
<input type="text"/>						
Select or enter other value ▾	Select ▾	Select ▾	<input type="text"/>	<input type="text"/>	\$0	Clear Row 2
Details	Characters remaining: 500 (500 chars)					
<input type="text"/>						
Select or enter other value ▾	Select ▾	Select ▾	<input type="text"/>	<input type="text"/>	\$0	Clear Row 3
Details	Characters remaining: 500 (500 chars)					
<input type="text"/>						
						Add Row
Grand total				<input type="text"/>	\$0	Calculate Totals

Save and previous Save and validate Save and next

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Hyperlink:

[SSHRC's Guidelines for Cash and In-Kind Contributions](#)

Reviewer Exclusion

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Application - Insight Development Grants

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Reviewer Exclusion

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Add reviewer to be excluded

List individuals, collaborations or organizations that you wish to exclude from the review of the application. Enter the information and click *Add*.

Exclusion Type (required)

Family Name (required)

First Name (required)

Initials

Email

Organization (required) [Edit](#)

Department

[+ Add](#) [✖ Cancel](#)

Excluded Reviewers

Exclusion Type	Family Name / Collaboration	First Name	Initials	Organization	Department	Email	Action
No records to display.							

[Save and previous](#) [✔ Save and validate](#)

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Detailed Description

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Detailed Description

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)
- **Note:** Failure to adhere to the guidelines will lead to your application being declared ineligible.

Your file must meet the following specifications:

- PDF format (.pdf extension); unprotected
- Maximum file size of 10 mb
- 8 1/2" x 11" (216 mm x 279 mm) or A4 (210 mm x 297 mm)
- Maximum 5 page(s)

Using the following headings, address the Challenge and Feasibility evaluation criteria of the funding opportunity. Describe the proposed research in enough detail to allow informed assessment by committee members. Avoid jargon, acronyms and highly technical terms.

Objectives

- Briefly state the explicit objectives of your proposed research.

Context

- Describe the originality, significance and expected contribution to knowledge of the proposed research.
- Situate the proposed research in the context of relevant scholarly literature.
- Describe the appropriateness of the theoretical approach or framework.
- Explain the potential influence and impact within and/or beyond the social sciences and humanities research community.
- **For emerging scholars only:** Explain the relationship and relevance of the proposed research to your ongoing research. If the proposal represents a significant change of direction from your previous research, describe how it relates to experiences and insights gained from earlier research achievements.

Methodology

- Describe the proposed research strategies and key activities, including methodological approaches and procedures for data collection and analysis, that will be used to achieve the stated objectives.
- Justify the choice of methodology and describe the specific instruments or procedures to be used.

Note: Contingency plans related to the potential impact of the COVID-19 pandemic on your research project may be described in this section, if appropriate. This is not mandatory, but it may assist the merit review committee in assessing the feasibility of your proposal if your research plans are significantly disrupted, e.g., if international travel is not possible.

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Timelines

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Timelines

Your file must meet the following specifications:

- PDF format (.pdf extension); unprotected
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- 8 ½" x 11" (216 mm x 279 mm) or A4 (210 mm x 297 mm)
- Maximum 1 page

Describe the timelines for conducting the proposed project. Charts and tables are strongly encouraged as very effective tools for presenting concise details for project components and research activities.

Add Attachment

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List of References

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- Maximum file size of 10 mb
- 8 ½" x 11" or A4 (216 mm x 279 mm) or (210 mm x 297 mm)
- Maximum 10 page(s)

You must attach an electronic copy that lists all references cited in your proposal.

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Research-Creation Support Material

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Research-Creation Support Material

General Presentation:

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Your file attachment must meet the following specifications:

- PDF format (.pdf extension); unprotected
- Maximum file size of 10 mb
- 8 " x 11" (216 mm x 279 mm) or A4 (210 mm x 297 mm)
- Maximum 1 page

Research-creation project applications must include a website link to provide samples of work that best illustrate the qualifications of the team and/or nature of the proposed research-creation. See SSHRCs [Guidelines for Research-Creation Support Materials](#) for more information. Please ensure you closely review SSHRCs definition of [research-creation](#) and [artist-researcher](#).

If including a link:

- Provide the complete and exact URL and indicate the path to access the intended support material on the website.
- Include a list of up to three works or excerpts of works to which you would like to direct the reviewers (e.g., images, audio, video, written material, etc.). Please provide titles, dates of creation/production, and a brief context for the works presented. Explain why you are including these items, and how they relate to your proposed project.
- Ensure that the website and all links involved will be operational up to six months after the application deadline.
- Specify the browser and version that should be used.

Note: Due to technical challenges, SSHRC cannot guarantee that samples will be accessed. SSHRC assumes no responsibility in cases where links provided are broken or the server is unavailable during the adjudication period.

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Hyperlinks:

[Guidelines for Research-Creation Support Materials](#)

[Research-creation](#)

[Artist-researcher](#)

Canadian Common CV

Profile Assessment Helpdesk Feedback

Canadian Common CV Upload

See the SSHRC Canadian Common CV (CCV) instructions document found on the [CCV website](#). **This document will be visible once the SSHRC CCV has been loaded.**

Note: To successfully upload your CCV, the first name and family name used to create your CCV site account **must be identical** to those used to create your Research Portal account. As well, the email address used to create your Research Portal account **must be identical** to at least one of the emails you listed on the CCV site (i.e., the email used to create your CCV account, or any of the emails you included in the Email section of your CCV).

Research Portal: To change your family name, first name and/or email address, go to User Profile.

CCV: To change your family name, first name and/or email address, log into the CCV and click **"Account"** in the top menu bar. To change any other email addresses included in your CCV, go to the Email section of the relevant CCV template.

Confirmation Number:

Upload

Uploaded Canadian Common CV

File Title	Date Uploaded	Action
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Sign out

Hyperlink:
[Instructions](#)

Participant Invitations

Profile Assessment Helpdesk Feedback

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Manage Invitations

Sign out

Add Participant

Please enter the email address, family name and, if applicable, the role for each participant. When you click Invite, an email will be sent inviting them to participate in the application.

Email Family Name Role

Invite

Invitations

Role	Family Name	First Name	Email	Invitation Status	Last Status Change
No records to display.					

Contact Us

Technical questions

* SSHRC has reduced the number of employees on site responding to calls. Please expect slower than usual response times for any inquiries made by phone. Communication by email is strongly encouraged.

Tel.: 613-995-4273

Email: webgrant@sshrc-crsh.gc.ca

Funding opportunity questions

Email: insightdevelopment@sshrc-crsh.gc.ca