University of Toronto (U of T) and Humboldt-Universität zu Berlin (HUB) – Joint Call for Workshop Proposals: Developing Collaborative Projects and Exchange Activities

U of T and HUB are contributing matching funds to support workshops aimed at developing collaborative research and education initiatives.

Proposals:

i) To be eligible, a proposal must include a team of participants from both institutions.
ii) This call invites workshop proposals in all areas that are of mutual interest to the project team and will strengthen the partnership between U of T and HUB.
iii) This call will fund a workshop(s) to develop joint research or education projects.
iv) Up to 4 joint proposals will be selected.
v) The proposals will be assessed and recommended for selection by a committee composed of members from both institutions appointed by the Vice-Presidents International or their designate.
vi) The funding provided by the Universities is intended to support the expenses of hosting a workshop, including but not limited to costs for travel and accommodation.

Eligibility for U of T participants within the scope of this call:

- Applications are open to faculty members in continuing appointments.
- Faculty members in continuing U of T appointments, and students and fellows under their supervision at U of T, are eligible to participate in exchange activities.

Eligibility for HUB participants within the scope of this call:

- Applications are open to faculty members in continuing appointments.
- Faculty members in continuing HUB appointments, and students and fellows under their supervision at HUB, are eligible to participate in exchange activities.

Value and duration:

Up to four (4) successful joint proposals will be chosen and each will receive up to 5,000 EUR of funding from HUB and up to $7,500 from U of T. This funding will be used to cover the costs of a workshop beginning on January 3, 2022 i.e., the funds will be expended between January 3, 2022 and December 31, 2022.

Timeline:

<table>
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<tr>
<th>Event</th>
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<tr>
<td>Call for proposals</td>
<td>September 7, 2021</td>
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<tr>
<td>Deadline for submission of proposal</td>
<td>October 29, 2021; 11:59pm EDT</td>
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<tr>
<td>Communication of Results to applicants</td>
<td>Late November, 2021</td>
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<tr>
<td>Start date of Awards</td>
<td>January 3, 2022</td>
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Submission of Proposals:

i) Proposals are to be prepared and submitted jointly. Only one proposal should be submitted per project on behalf of the team at HUB and U of T by **October 29, 2021** by a faculty member from either institution.

ii) Proposals will be submitted online at the following link: [OVPI Application Portal](#).

  **Note:** If you applied to an OVPI grant in the past, an account may have been created for you. If you receive an error message when signing up for a new user account, please use the forgot password option to gain access to your account or contact international@utoronto.ca for assistance.

iii) The **full proposal** should be comprised of the following elements:

- **Proposal Cover** that includes the faculty member and affiliations from each Institution with contact details.

- **A Project Description** that includes the following items (in alignment with the [Selection Criteria](#) listed below):
  
  - **Abstract** that describes the joint proposal
  - **Workshop Design and Rationale:** description of the workshop, research question(s) and focus/foci of discussion, including the global importance of the area.
  - **Impact of collaboration:** anticipated benefits of the collaboration to the faculty member’s other active research and/or teaching projects and on strengthening the overall partnership between U of T and HUB.
  - **Trainee involvement:** opportunities for graduate student(s) engagement in the proposed workshop and collaboration as it develops.
  - **Capacity for future collaboration:** an outline of the potential future collaborations and outcomes that will be possible as a result of having undertaken the workshop. For example: joint publications, joint supervision of PhD students, joint teaching, joint patent applications, joint reports to governments, joint funding applications
  - **Proposed budget:** A breakdown of the cost of the activity e.g. flights, travel, etc. to cover the costs of the workshop.

- **Curriculum Vitae:** Abbreviated two-page CV from one lead PI from each institution.

Adjudication:

i) Applications are received jointly by the U of T Office of the Vice-President, International and HUB International Department (Office of the President’s Representative for International Affairs) and forwarded to a respective internal review committee along with a template for ranking applications.

ii) **Selection Criteria:** The internal review committee will assess each full proposal according to the academic merit and compelling elements covered by the following criteria:

  - **Workshop Design and Rationale:** a clear description of the workshop, research question(s) and focus/foci of discussion, including the global importance of the area.
  - **Impact of collaboration:** the anticipated benefits of the collaboration to the faculty member’s other active research and/or teaching projects and on strengthening the overall partnership between U of T and HUB.
  - **Trainee involvement:** outlined opportunities for graduate student(s) engagement in the proposed workshop and collaboration as it develops
  - **Capacity for future collaboration:** anticipated outcomes, including plans for scale up and potential future collaborations as a result of having undertaken the workshop.

iii) Respective reviews are returned to the U of T Office of the Vice-President, International and HUB International Department (Office of the President’s Representative for International Affairs), and results/scores tabulated to rank proposals.

iv) Joint Committee convenes to select up to four final proposals.

Communication of Results:

Final results will be announced by email to all applicants.
Reporting After Workshop:

All awardees must, as a condition of receiving an award under this call, complete a narrative report (of between 1 and 2 pages) that describes the outcomes, nature of collaboration, project impact, trainee involvement and opportunities for future collaboration that evolved from their project. The report will be due by January 30, 2023.

Information about this Call:

At the University of Toronto:
All questions related to this Joint Call for Workshops must be directed to: Office of the Vice-President, International
Email: international@utoronto.ca

At Humboldt-Universität zu Berlin:
All questions related to this Joint Call for Workshops must be directed to:
Dr. Britta Schumacher, Strategic Partnership Manager, HUB International Office
Email: britta.schumacher@hu-berlin.de