**University of Toronto-University of Edinburgh - Joint Call for Collaborative Projects**
**October 2021**

University of Toronto (U of T) and the University of Edinburgh (UoE) are jointly contributing funds to support collaborative education and research initiatives through a joint call for proposals. Both institutions value the positive impact that universities can have by working with local and global communities and thus this call is intended to support new or existing collaborations with community partners. Up to six (6) joint projects will be selected for a funding period of one (1) year. Funding in the same amount for a second year will be considered, contingent on progress in the first year. The proposals will be assessed and recommended for selection by a committee composed of academic members with experience in community-based research from both institutions appointed by the Vice-Presidents, International or their designate.

1. **Projects**

    i.     To be eligible, a proposal must be led by at least one PI from U of T and one from UoE and include at least one other team member from another academic institution, community partner organisation(s), or other stakeholder groups. Project teams are encouraged to include a mix of senior and junior faculty and post-doctoral fellows.
    ii.    Priority will be given to projects that are either engaging community groups in Toronto and/or Edinburgh, or alternatively in countries currently in receipt of official development assistance (ODA) funding. However, all projects engaging community partners will be considered for funding and will be considered on their own merits.
    iii.   The project must demonstrate an equal partnership between all members, which incorporates the needs identified by community or other academic partners and which result in clear and impactful outcomes.
    iv.    The proposal must have a clear plan for engaging community partners, at the local and/or global level, in developing and implementing the research plan.
    v.     The application must include how the seed funding will support the collaboration to access further research funding and continue its work.
    vi.    Proposals may include, but are not limited to workshops, symposia, faculty/community partner exchanges, research and community seminars/presentations, digital teaching models, and community research projects.
    vii.   The proposed activities and outcomes must be realistic and achievable in the timescales required, noting that COVID-19 restrictions mean that international travel is unlikely to be possible until early 2022.
    viii.  Applications from all disciplines will be accepted.
    ix.    The proposals must comply with the universities' policies on health, safety and international travel. Due to the current and potentially ongoing restrictions on international travel, projects that include elements of virtual engagement are strongly encouraged.

2. **Eligibility**

    i.     Eligibility to submit proposals: faculty members in continuing U of T and UoE appointments are eligible to submit proposals.
    ii.    Eligibility for exchange activities: faculty members in U of T and UoE continuing appointments, students and fellows under their supervision at U of T and UoE, and community partner personnel are eligible to participate in exchange activities.

### 3. Value and Duration

Up to 6 successful proposals will be selected and will receive up to the following funding:

i. U of T will provide each approved project up to $8,500 for one year to support U of T applicants, and a further $8,500 in the second year, *contingent on progress made in the first year.*

ii. UoE will provide each approved project up to £5,000 for one year to support UoE applicants, and a further £5,000 in the second year, *contingent on progress made in the first year.*

### 4. Timeline

| Call for proposals opens | Monday, October 25, 2021 |
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| Deadline for submission of proposal | December 1, 2021 at 11:59pm EDT |
| Communication of results to applicants | December 20, 2021 |
| Start date of awards | From January 10, 2022 |
| Year 1 budget spent | November 30, 2022 |
| Midterm report | November 30, 2022 |
| Year 2 budget spent | November 30, 2023 |
| Final report | January 31, 2024 |
| Impact evaluation | November 30, 2024 |

### 5. Submission of Proposals

This is a joint call and a single application should be submitted to the OVPI Application Portal.

The full proposal must be comprised of the following elements:

i. **Project Overview** that includes a brief outline, details of the lead applicants and affiliations from each institution/organization with contact details, and any additional partner's details.

ii. A **Project Description**, maximum three (3) pages that includes the following items in alignment with the **Selection Criteria** listed below:

a. **Abstract** that describes the project.

b. **Description of the planned activities** (for example, seminars, short courses, visits by faculty/students/community partners to carry out research/teaching activities in cognate areas, workshops, community-building events, and community research projects etc.) including rationale and timeline. The activities must also be specified according to their format (virtual or in person). Please provide an explanation of additional or replacement activity which will be undertaken if travel is not permitted before early-mid 2022reference will be given to projects that mitigate against limits to international travel but still allow the collaboration to proceed.

c. **Impact of collaboration and community engagement:** Description of the anticipated benefits of the collaboration to the research and/or teaching projects. Description of the benefit to the community in which it is engaged and/or the

strengthening of the partnership between U of T, UoE and the community stakeholders.

    d. **Project impact:** Description of the expected academic gains for the project as a result of the proposed collaboration and mobility, and the identification of corresponding performance indicators. For example: a publication, blog, meeting report etc.

    e. **Trainee & Early Career Researcher involvement:** Description of opportunities for graduate student(s) and early career researcher(s) engagement and anticipated benefits to the project and the student(s) themselves as applicable. Specific attention should be paid to the student (s) and early career researcher(s)' engagement with the community partner and the mutual learning and exchange of skills and practices.

    f. **Capacity for future collaboration and project sustainability:** A description of the potential future collaborations and outcomes that will be possible as a result of having undertaken the current collaboration. For example: joint publications, joint supervision of PhD students, joint teaching, joint patent applications, joint reports to governments, joint funding applications.

  iii.  **Proposed timeline and budget:** The amount for one year as outlined in section 3, including a breakdown of the draft timeline cost of the activity e.g. virtual workshop facilitation, flights, travel, hotel, meals, research assistant stipends etc.

  iv.  **An abbreviated Curriculum Vitae** (maximum 2 pages) of the lead PIs from U of T and UoE and a short organizational overview of the community partner.

## 6. Adjudication

  i.  Applications are received by the U of T Office of the Vice-President, International and Edinburgh Global Office, 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:

    a. **Project design and rationale** (how clearly presented and justified is the design and basis for the collaboration?)

    b. **Impact of collaboration and community engagement** (how strong is the link being between the proposed collaboration and current research or teaching project(s)? How strong is the link between the community stakeholder engagement and current research or teaching projects(s)? How clearly presented are the benefits to the community partner?)

    c. **Project impact** (how clearly linked are the academic gains to the planned activities and performance indicators?)

    d. **Trainee involvement** (are opportunities provided for students to engage in the collaboration? What are the anticipated benefits of student engagement to the project and for the students themselves?)

    e. **Capacity for future collaboration** (what is the extent to which future collaborations are possible as a result of the proposed exchange activities? Does the project have the potential to scale up?)

  iii.  Respective reviews are returned to the U of T Office of the Vice-President, International and the UoE, Edinburgh Global Office, and results/scores tabulated to rank proposals.

  iv.  Joint Committee convenes to select up to 6 final proposals.

## 7. Communication

Final results will be announced via email to all applicants.

## 8. Midterm, Final Reporting and Impact Evaluation

Second year funding is contingent on the submission and successful review of a midterm report. The midterm report must demonstrate that substantive community collaboration is ongoing, and that progress has been made against the goals stated in the original proposal. The midterm report will be due one year after the first-year funding was received.

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.

Project co-leads will be invited to submit an impact evaluation of one year after the completion of projects to help us understand the longer-term benefits of this seed funding.

## 9. Information about this Call

All questions related to this Joint Call for Collaborative Projects must be directed to:

**At U of T:**
Office of the Vice-President, International
Email: international@utoronto.ca

**At UoE:**
Jake Broadhurst
Senior Partnerships Advisor
Edinburgh Global
Email: Global.Partnerships@ed.ac.uk