



Social Sciences and Humanities  
Research Council of Canada

Conseil de recherches en  
sciences humaines du Canada

Canada

# Insight Development Grants Funding Opportunity

ERIC BERGERON & CHELSEA FAHEY

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# Presentation overview

- Facts and Features
- Eligibility
- Committees Structure
- Overview of the Merit Review Process
- Joint Initiatives
- Preparing and Submitting the Application
- Questions & Answers



# Insight Development Grants- Facts

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Insight Development Grants are expected to respond to the objectives of the [Insight program](#)

## **What sets it apart from IG?**

- Supports research in its initial stages
- Early career researchers
- Enables the development of new research questions, experimentation with new methods, novel theoretical approaches, and/or ideas
- Funding is provided for short-term research development projects of up to two years



# General features

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- **APPLICANT** Principal investigator, emerging or established, working alone or in a team
- **CO-APPLICANT** Scholars affiliated with a postsecondary institution (may be international)
- **LENGTH** 1 to 2 years
- **VALUE** \$7,000 - \$75,000
- **FUNDING** Separate budget provided for emerging scholars (minimum 50 percent of the envelope)
- **DEADLINE** **February 2, 2023 (8 p.m. eastern)**  
(Please contact your institution for the internal deadline)



# IDG Competition statistics

	Feb. 2018	Feb. 2019	Feb. 2020	Feb. 2021	Feb. 2022
Number of Committees	22	23	23	23	23
Number of eligible applications	Eme: 798 Est: 340	Eme: 739 Est: 389	Eme: 782 Est: 474	Eme: 751 Est: 424	Eme: 658 Est: 397
Overall success rate	Eme: 60% Est: 58%	Eme : 51% Est: 49%	Eme: 45% Est: 44%	Eme: 57% Est: 55%	Eme: 56% Est: 55%
Total awarded	Eme: \$26,663,844 Est: \$11,385,078	Eme: \$20,940,988 Est: \$10,744,413	Eme: \$20,378,648 Est: \$11,923,358	Eme: \$25,284,155 Est: \$14,221,636	Eme: \$21,957,785 Est: \$13,309,642
Average awarded	Eme: \$55,484 Est: \$58,349	Eme: \$55,694 Est: \$56,849	Eme: \$57,567 Est: \$57,050	Eme: \$59,147 Est: 60,934	Eme: \$59,185 Est: \$61,053

# Emerging scholars

- An emerging scholar: who has not yet had the opportunity to establish an extensive record of research achievement, but is in the process of building one.
- Criteria
  - Have not applied successfully, as principal investigator or research director, for a grant offered as part of a funding opportunity from three organizations (SSHRC, NSERC, CIHR) with the exception of Partnership Engage Grants and/or knowledge mobilization grants like Connection and Knowledge Synthesis grants. Meet at least one of the following criteria:
    - Have completed their highest degree no more than 6 years before competition deadline
    - Have held a tenured or tenure-track postsecondary appointment for less than 6 years
    - Have held a postsecondary appointment, but not a tenure-track position
    - Have had their career significantly interrupted or delayed for health or family reasons within the past six years
- Project may be entirely new or build on research conducted during graduate studies



## Established scholars

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- **Definition:** has established, or, since the completion of his or her highest degree, has had the opportunity to establish—a record of research achievement.
- Research will explore new research questions and/or approaches that are distinct from the applicant's previous/ongoing research. (A failing score will be given in the category of Challenge if the distinction between the proposed and previous/ongoing research is insufficiently clear).
- IDGs do not support the ongoing research of established scholars. Refer instead to the funding opportunity for [Insight Grants](#), Stream A.



# ELIGIBILITY VERIFICATION





## Verification: Subject Matter Eligibility

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- SSHRC does not support research that is mainly health-related, such as clinical research, therapy-related research, diagnostic tools, rehabilitation and epidemiology. Psychomotor research, kinesiology research and clinical education are also ineligible.
- For advice about eligibility, applicants are invited to forward a summary of the application, including the proposed objectives.



# Verification: Applicant Affiliation and Status

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- **Primary affiliation**

- Principal Applicant must have a primary affiliation with an eligible Canadian postsecondary institution.
- Co-applicants must be affiliated with an eligible postsecondary institution in Canada or *abroad*.
- Collaborators: no affiliation required.

- **Doctoral students**

- Must have defended their thesis before June 1 of the competition year.
- If offered a grant, must formally establish an affiliation with an eligible Canadian postsecondary institution within three months of the grant start date (i.e. by Sept. 30, 2023) and maintain such an affiliation for the duration of the grant.

- **Postdoctoral fellows**

- If offered a grant, must formally establish an affiliation with an eligible Canadian postsecondary institution within three months of the grant start date (i.e., by Sept. 30, 2023) and maintain such an affiliation for the duration of the grant.



# Verification: Postdoctoral Fellows

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- If a grant is awarded, an eligible Canadian postsecondary institution **must** agree to administer the funds.
- Postdoctoral fellows and doctoral student applicants are encouraged to make inquiries with the Research Grants Office of the eligible institution(s) at which they will be seeking affiliation **early in the process**.
  - These applicants should **verify whether or not** the institution(s) would be willing to administer the grant on their behalf, and determine the requirements for establishing an appropriate affiliation. Institutional policies in this regard may vary.
- No team members (applicant, co-applicant or collaborator) can be remunerated with grant funds, including postdoctoral fellows serving in any of these capacities.



# Verification: Multiple Applications

## Applications submitted as an applicant

IDG Feb. 2023 + IG Oct. 2023 =  If IDG application successful

IG Oct. 2022 + IDG Feb. 2023 =  Objectives must be **significantly** different

- No limit on the number of applications that a researcher can submit as a co-applicant or collaborator.
- A grant holder may submit a new application for the same type of grant, but only in his or her grant's final year (year in which the grant holder receives the final grant installment).
- A one-year extension is given automatically for all grants.



# Verification: Objectives

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- Application objectives must be consistent with the objectives of the [funding opportunity](#).
- 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.



# Verification: Budget and Research Tools

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- Budget
  - If more than 30% of proposed budget items are ineligible, the application is declared ineligible.
- Research tools
  - Directly linked to achieving the objectives for which the grant is being awarded;
  - Include a significant research component;
  - Have the potential to be used in more than one context and/or by more than one group of researchers;
  - Typically, relatively small;
  - Projects whose primary objective is to digitize a collection or create a database are not eligible for funding.



# COMMITTEES STRUCTURE

- | Discipline-based
- | Groups of disciplines
- | Multi/Interdisciplinary
- | Thematic



# Committee Structure

## Insight Development Grants Committees

01	Philosophy, medieval studies, classics, religious studies
02	History
03	Fine arts, research-creation
04	Literature
07	Economics
08	Sociology, demography and related fields
09	Geography, urban planning and related fields
10	Psychology, linguistics and translation
11	Political science and public administration
12	Education and social work
13	Anthropology and archaeology
14	Business, management and related fields
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 Committee (TAIPR)



## INDIGENOUS RESEARCH COMMITTEE

*SSHRC is committed to supporting and promoting social sciences and humanities research by and with Indigenous Peoples, including First Nations, Métis and Inuit Peoples.*

Committee 21 welcomes research proposals in any SSHRC-eligible academic field or domain of knowledge that is grounded in Indigenous worldviews or related to Indigenous Peoples.

- Multidisciplinary committee composed of Indigenous and non-Indigenous members who are specialists in Indigenous research
- Indigenous research proposals may be submitted to other committees as well

For further information, see the [Guidelines for the Merit Review of Indigenous Research](#)



# Tri-Agency Interdisciplinary Peer Review (1)

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A pilot project that provides a shared interdisciplinary peer review process for research projects including disciplines supported by more than one agency.

- Gateway Funding Opportunities: Insight Grants, Insight Development Grants, CIHR Project Grants, NSERC Discovery Horizons Grants.
- To be considered eligible for evaluation by this committee, applications must represent research across disciplines and subject areas pertaining to two or more of the (1) social sciences and humanities, (2) natural sciences and engineering, and (3) health and wellness, and that clearly articulate interdisciplinary approaches.
- Relevant applications will be reviewed by a shared peer review committee.
- Committee members with broad expertise in interdisciplinary research will be recruited by the three agencies.



## Tri-Agency Interdisciplinary Peer Review Committee (2): Evaluation

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- This shared committee will use a harmonized evaluation process, including evaluation criteria, that differs from the usual Insight Development Grants process.
- Three equally weighted [evaluation criteria](#):
  - Merit of the Proposed Research
  - Anticipated Outcomes
  - Applicant(s) Record
- **How to submit:** submit to the agency that is responsible for the dominant research discipline or area. For Insight Development Grants, select Committee 24 on your application form and complete a one-page request for inter/multidisciplinary evaluation.
- For more information, please consult the committee's [landing page](#), [Committee Peer Review Guide](#) and [Frequently Asked Questions](#).



# OVERVIEW OF THE MERIT REVIEW PROCESS

Committee membership

Merit review components  
and process

Evaluation criteria and  
scoring

Communication of results  
and feedback



# Committee Membership

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- ↘ Experts drawn primarily from the academic community, as well as the public, private, and/or not-for-profit sectors, as required.
- ↘ The composition of the committee considers many factors:
  - Number of applications received
  - Representation of research expertise (disciplinary or sub- disciplinary)
  - Inclusion of various sizes of institution
  - Regional and linguistic representation
  - Stage of career
  - Gender

# Merit Review Process

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- ↘ Scoring the application (3 committee members are assigned as **Readers**)
- ↘ Calibration exercise
- ↘ Submission of preliminary scores by Readers
- ↘ Preliminary ranking of applications
- ↘ Flagging process for applications ranked in the bottom 30%
- ↘ Committee discussion
- ↘ Final ranking of applications

# Committee Meetings

- The applications are ranked in order based on the preliminary scores awarded.
- Emerging and established scholars are ranked and discussed separately.
- The committee determines the final ranking of the applications.
- A budget envelope allows the committee to see which applications will receive funding and where the cut-off line for funding sits.



# Evaluation and Scoring



Rating	Scoring Range
Excellent	1.83-1.00
Very Good	2.67-1.84
Good	3.50-2.68
Satisfactory	4.33-3.51
Moderate	5.16-4.34
Unsatisfactory	6.00-5.17

- *Note: A minimum score in the Moderate range for each review criterion is required to be eligible for funding.*





# Reviewing the Budget

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- The principle of minimum essential funding.
- Committees may recommend budget reductions if budget is inadequately justified or inappropriate, or where savings can be achieved without jeopardizing the project objectives.
- Committees may also reduce the score for the Feasibility criterion if the budget is insufficiently justified.
- **Automatic failure if 50% or more of expenses are inadequately justified or deemed inappropriate by the committee.** The committee may consider giving an unsatisfactory score to an application on the Feasibility criterion if over 30% of the budget is cut.

# Communication of Results

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- Applicants will receive an email informing them that the following documents have been deposited in their research portal accounts:
  - Notice of decision
  - Award letter (if application is successful)
  - Committee evaluation form (if the application was discussed)
  - Statistics on the committee and competition
- The following information is posted online following the competition:
  - [Merit review committee](#) membership
  - [Competition statistics](#)

A nighttime photograph of a city skyline, likely Toronto, with numerous skyscrapers illuminated and their lights reflecting on a body of water in the foreground. The sky is a deep blue, and the water shows some ice patches.

# *Joint Initiatives*



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# Department of National Defence Research Initiative (1)

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A joint initiative of SSHRC and Defence Research and Development Canada (DRDC of Department of National Defence- DND)

- \$10,000 will be awarded to successful recipients.
- Support social sciences and humanities research aligned with areas of interest in the Canadian Armed Forces (CAF) and DND, pertaining to military personnel recruitment and selection, training and development, social processes in the workplace, organizational and operational effectiveness, the impact of COVID-19, diversity, gender and armed forces, etc.
- Applications are first reviewed by the appropriate Insight Development Grants adjudication committees. If recommended for funding, they will then be forwarded to the relevant DND committee.



# Department of National Defence Research Initiative (2)

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DNDRI is also looking to fund SSH research on the impact of COVID-19:

- adjusting to isolation and working at home
- common reactions to crises and mitigation
- managing family stress
- reintegration and coping with the aftermath
- characteristics of non-compliers and mitigation



# Belmont Forum

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- ✓ Aims to enhance co-operation and co-ordination of global environmental change research.
- ✓ Funding agencies of the following countries have committed to working proactively to enhance co-operation and co-ordination of global environmental change research:
  - ✓ *Australia, Brazil, Canada, France, Germany, India, Japan, South Africa, the United Kingdom and the United States.*
- ✓ Develop proposals that involve their international colleagues and partners that speak to the BF themes.
- ✓ SSHRC award holders working in areas related to the BF can use their existing research funds to participate as collaborators on applications being submitted to the Belmont Forum's calls for proposals.



# PREPARING AND SUBMITTING APPLICATION

Impact of COVID-19

Revisions, summary and detailed description

Knowledge mobilization plan

Team members and student training

Budget and contributions

Exclusion of reviewers

Steps for applying online

# COVID-19 Impact

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- SSHRC recognizes that the COVID-19 pandemic continues to affect researchers' and students' capacity to conduct and plan their regular research and training activities.
- Flexibility for applicants to provide information on the impact of COVID-19:
  - Contingency plans may be included in the detailed description (optional) and will be assessed through the Feasibility criteria.
  - COVID-19 impacts now included in the calculation of the emerging scholar status.
  - COVID-19 research interruptions may be included in “Leaves of Absence and Impact on Research” section of CCV.
  - COVID-19 related expenses **are eligible expenditures**: i.e. travel cancel fees. However, contingency funding should not be included.
- Grants administration measures: extensions may be approved; postponement of the deadline for submitting financial reports and achievement report.





# Revisions, Summary and Detailed description

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- Revisions since previous application (optional)
  - Opportunity to justify changes made to the project following critiques from the committee.
- Summary of proposal
  - Must be clear, complete and use plain language (may be used by media if funded).
- Detailed description
  - Clear and specific objectives: Why are you conducting this research? Why is it important?
  - Project written for experts as well as generalists (e.g. properly define acronyms).
  - Full and up-to-date literature review that provides context for what you will be doing.
  - Describe the theoretical framework or conceptual approach.
  - Ensure that the methodology is consistent with the research objectives and is aligned with the personnel involved.



# Knowledge Mobilization Plan

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- Identify to whom the research results will be communicated and the best way to do so.
- Be creative, ambitious and provide justification.
- Where feasible, reach out to the community or public.



# Tri-Agency Open Access Policy

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- Peer-reviewed journal articles based on agency-funded research must be made freely accessible within 12 months of publication, via:
  - *Online repositories*
  - *Open-access journals*
- The Tri-Agencies also encourage the open publication of books. Open access fees for books are an eligible expense.
- Open access costs are assessed with the quality and appropriateness of the knowledge mobilization plans. Applicants should be precise and provide justification for the amount requested.



# Team Members & Student Training

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- Demonstrate the need for the team based on the nature, the objectives and the methodology of the project
- Describe each person's role and justify their inclusion in the research project
- Time allocation for members
- Establish clear roles and appropriate tasks for students.
- Consult the [Guidelines for Effective Research Training](#).




# Budget & Contributions

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- Follow principle of minimum essential funding.
- It is important to:
  - *Be reasonable and justify all proposed expenditures*
  - *Relate clearly to research objectives and methodology*
  - *Describe other sources of funding*
- Expenses must conform to the rates and regulations in effect in the applicant's institution.
- Risk of failure: 30 percent or more of expenditures are insufficiently justified or inadequate.
- Estimate requested costs for open access as accurately as possible.
- Refer to the [Tri-Agency Guide on Financial Administration](#) and the [Guidelines for Cash and In-Kind Contributions](#).



# Exclusion of Reviewers

Research Portal  Canada

Profile ▾ Assessment ▾ Helpdesk ▾ Feedback

Home ▾ Application Overview ▾ Application

## Application - Insight Development Grants

Sign o

### Reviewer Exclusion

Show Table of Contents

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](#)

[Preview](#) [Back to Application Overview](#)



# SUBMITTING YOUR APPLICATION (1)

## BE SURE TO START EARLY IF YOU HAVE A TEAM

### Applicant

1. Complete and verify application and CCV.
2. Ensure all participants have included relevant attachments.
3. Submit application for institutional approval.

### Co-applicant

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

### Collaborator

1. Fill out a profile.
2. Accept invitation.

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



# SUBMITTING YOUR APPLICATION (2)

- | Complete all mandatory fields
- | Attach all mandatory electronic uploads
- | Verify and preview your application
- | Click “Submit” for institutional approval
- | Institutions forward applications to SSHRC
- | Leave enough time for internal deadlines

**Note:** PhD students and postdoctoral fellows may submit their application directly to SSHRC. SSHRC recommends that they inform the Office of Research Services of the institution where they propose to hold the award and confirm that it is willing to administer the award.





# STAY CONNECTED WITH SSHRC

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- Visit our website: [www.sshrc-crsh.gc.ca](http://www.sshrc-crsh.gc.ca)
- Subscribe to our eNewsletter: [Dialogue](#)



# THANK YOU!

INSIGHT DEVELOPMENT GRANTS

TEL.: 1-855-275-2861

EMAIL: [INSIGHTDEVELOPMENT@SSHRC-CRSH.GC.CA](mailto:INSIGHTDEVELOPMENT@SSHRC-CRSH.GC.CA)

TECHNICAL SUPPORT

TEL.: 613-995-4273

EMAIL: [WEBGRANT@SSHRC-CRSH.GC.CA](mailto:WEBGRANT@SSHRC-CRSH.GC.CA)



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