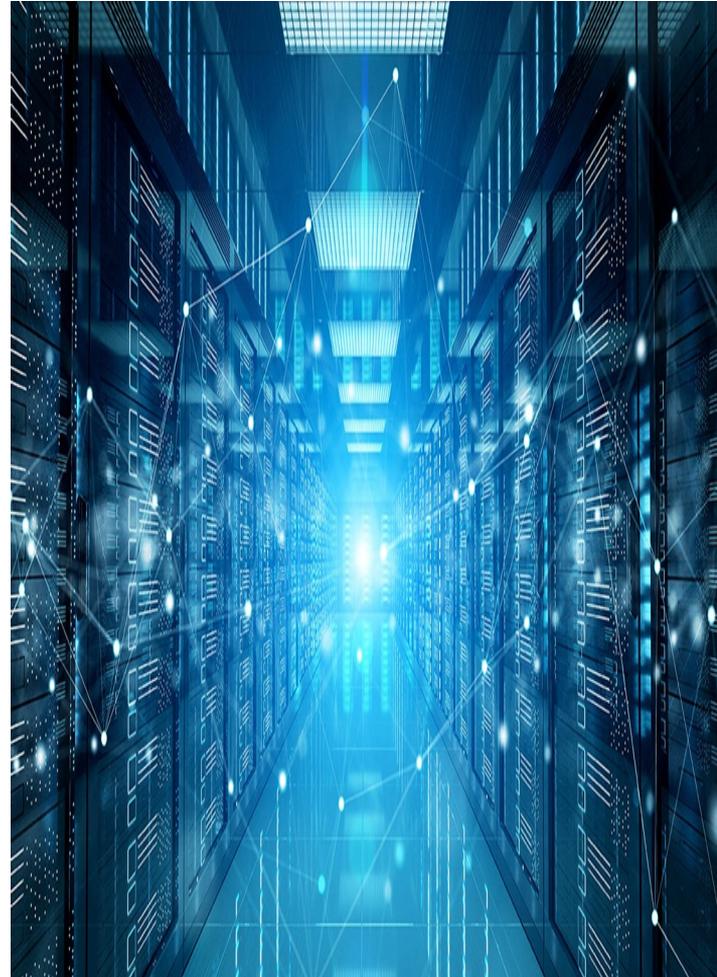SSHRC ≡ CRSH

INSIGHT DEVELOPMENT GRANTS
FUNDING OPPORTUNITY

Peter Anderson and Jenna Herdman
December 7, 2023

Canada

Presentation Outline

↘ **Facts and Features**

↘ **Eligibility**

↘ **Committee Structure**

↘ **Overview of the Merit Review Process**

↘ **Joint Initiatives**

↘ **Application Preparation**

↘ **Support research in official languages**

↘ **Questions and Answers**

INSIGHT DEVELOPMENT GRANTS- FACTS

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

→ 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 % of the envelope)

→ DEADLINE   February 2, 2024 (8 p.m. eastern)
              (Please contact your institution for the internal deadline)

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IDG Competition statistics 2019-2023

	Feb. 2019	Feb. 2020	Feb. 2021	Feb. 2022	Feb. 2023
Number of Committees	23	23	23	23	24
Number of eligible applications	Eme: 739 Est: 389 T: 1 128	Eme: 782 Est: 474 T: 1 256	Eme: 751 Est: 424 T: 1 175	Eme: 658 Est: 397 T: 1 055	Eme: 756 Est: 447 T: 1 203
Overall success rate	Eme : 51% Est: 49%	Eme: 45% Est: 44%	Eme: 57% Est: 55%	Eme: 56% Est: 55%	Eme: 48% Est: 48%
Total awarded	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	Eme: $22,099,871 Est: $13,367,562
Average awarded	Eme: $55,694 Est: $56,849	Eme: $57,567 Est: $57,050	Eme: $59,147 Est: 60,934	Eme: $59,185 Est: $61,053	Eme: $60,548 Est: $62,465

EMERGING SCHOLARS

→ An emerging scholar: someone 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 SSHRC, NSERC, or CIHR, with the exception of Partnership Engage Grants and/or knowledge mobilization grants like Connection or Knowledge Synthesis grants. Additionally, 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

→ **Definition**: has established or, since the completion of their 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
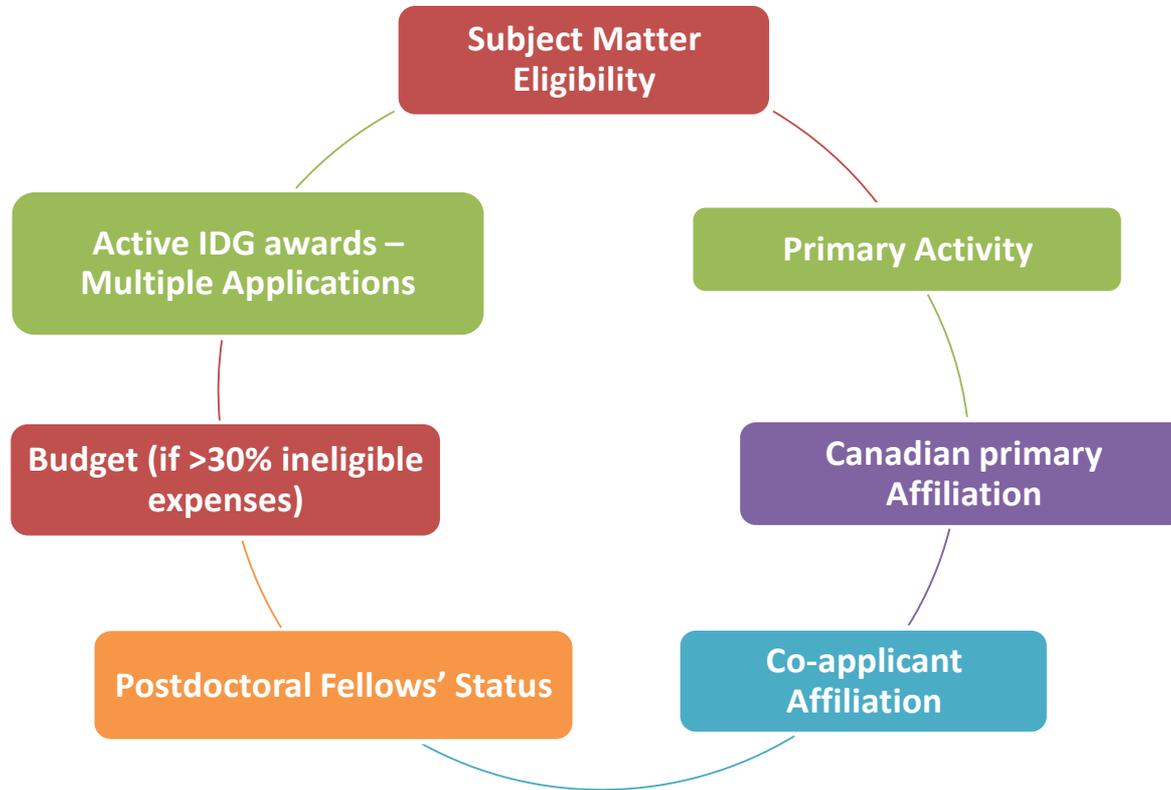
Subject Matter Eligibility (1)

- The eligibility of all proposals will be evaluated based on SSHRC's **General Guidelines for the Eligibility of Subject Matter** .

- Applicants should apply to the agency that is responsible for the **dominant research discipline or area** as defined by the agencies' "Selecting the Appropriate Federal Granting Agency" and **General Guidelines for the Eligibility of Subject Matter** .

- SSHRC does not support most health-related research. This includes, but is not exclusive to, clinical research, research related to therapy, diagnostic tools, rehabilitation, epidemiology, psychomotor research and kinesiology, and clinical education for health care professionals.

- Health and wellness related research and Natural Science and Engineering related research: investigators should consult CIHR's and NSERC's mandate **first** to explore eligibility. CIHR and NSERC have policies and procedures in place to adjudicate the full range of social sciences and humanities research proposals related to health research.

Subject Matter Eligibility (2)

- For research is in the field of psychology please consult the [Guidelines for the Eligibility of Applications in Psychology](#).

- Process for determining SME eligibility: an internal group assess the eligibility of proposals whose research is related to health and wellness, and/or the natural sciences and engineering. Research may not fall under the mandate of SSHRC if it is deemed that the major outcomes of the research fall within those domains. All decisions related to subject matter eligibility must be approved by a manager and the Director.

- For eligibility-related advice, applicants may send a detailed summary (including the proposed objectives and expected outcomes) to the IDG inbox: insightdevelopment@sshrc-crsh.gc.ca

Subject Matter Eligibility (3): examples

SSHRC Eligible	SSHRC Ineligible
Research whose primary objectives are in the social sciences and humanities	Research whose primary objectives are to improve health (i.e. treatment, prevention or diagnosis of a condition) or to develop medical devices (i.e. health IT, diagnostic imaging, patient monitoring)
Health services: creating culturally informed non psychological crisis services	Health services evaluation and interventions, research primarily intends to produce more effective health service (i.e., development of health management systems)
Health professional education: mentorship to improve job satisfaction or retention	Health professional education: clinical education for medical professionals
Mental health: assessing youth well-being	Mental health: diagnosis / treatment, cross-cultural mental health therapy target
Psychology: social, industrial, developmental, personality and educational psychology	Psychology: clinically-oriented research, fundamental psychological processes, perception, sensation
Driving automation: ethics, legal, regulation issues	Driving automation: human factors psychology and cognitive psychology
Intervention research especially in behavioural psychology	Therapeutic alliance, occupational therapy tools
Social-cognitive development in children	Neuropsychology: study of brain damage

VERIFICATION: MULTIPLE APPLICATIONS

→ Normally, researchers may not apply as an applicant for an Insight Grant and an Insight Development Grant within the same calendar year.

An exception approved by SSHRC in 2017:		
IDG Feb. 2023 + IG Oct. 2023 = ❌	If IDG application successful	
IG Oct. 2023 + IDG Feb. 2024 = ✅	Objectives must be **significantly** different	

- Researchers who applied **unsuccessfully** for an Insight Development Grant in February 2023 can apply for an Insight Grant in October 2023.

- A researcher who applies for an Insight Grant in October 2023 can apply for an Insight Development Grant in February 2024, provided that the objectives of the research are significantly different.

Multiple Applications

Grant Retention:

No limit to the number of applications on which a researcher may be listed as a co-applicant or collaborator.

Re-application:

A current grant holder may submit a new application for the same type of grant, but only in their grant's final year (year in which the grant holder receives the final installment of their grant).

Please refer to SSHRC's Regulations Regarding Multiple Applications for more information.

VERITICATION: APPLICANT AFFILIATION AND STATUS (1)

→ **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 requirements.

→ **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, 2024) 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, 2024) that would allow them to hold the grant according to SSHRC and institutional policies, and maintain such an affiliation for the duration of the grant.

VERIFICATION: APPLICANT AFFILIATION AND STATUS (2)

→ If a grant is offered, 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: OBJECTIVES

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

→ **Projects ineligible**: 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.

VERIFICATION: BUDGET AND RESEARCH TOOLS

→ Budget

- If more than 30% of proposed budget items are ineligible, the application is declared ineligible.

→ Research tools eligibility

- 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.
- [See the Guidelines for Support of Tools for Research and Related Activities](#)

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

For further information, see the Guidelines for the Merit Review of Indigenous Research

Inter/Multidisciplinary Applications

↘ Inter/Multidisciplinary Humanities

↘ Inter/Multidisciplinary Social Sciences

↘ Tri-Agency Interdisciplinary Peer Review Committee (TAIPR)

Tri-Agency Interdisciplinary Peer Review

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

- Applicants must apply via the agency responsible for the dominant component of their proposed research project: Insight Grants, Insight Development Grants, CIHR Project Grants, NSERC Discovery Horizons Grants.

- Relevant 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 clearly articulate interdisciplinary approaches.

- Relevant applications will be reviewed by a common interdisciplinary committee with broad expertise. Committee members are recruited from across research areas supported by all three agencies.

Tri-Agency Interdisciplinary Peer Review Committee: Evaluation

- This shared committee uses 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 SSHRC applicants, select Committee 24 on your application form and complete a one-page request for TAIPR evaluation.

- Relevant applications will be placed on CIHR's ResearchNet platform for the duration of the review process to facilitate committee member access.

- 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

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Committee Membership

Experts drawn primarily from the academic community, as well as the public, private, and/or not-for-profit sectors, as required.

Number of committee members is determined based on the number of applications received.

Representation of the committee in terms of:
- research expertise (disciplinary or sub-disciplinary)
- sizes of institution
- geographical region
- language
- stage of career
- gender

Merit Review Process

↘ 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% (Established Stream)

↘ Committee discussion

↘ The committee determines the final ranking of the applications.

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

- 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 <u>Feasibility</u> 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 30% or more of the budget is cut.

Communication of Results

- Results communicated to individual applicants via their research portal accounts:

  - Notice of Decision (including competition statistics)

  - Notice of Award (if application is successful)

  - Committee evaluation form (if the application was discussed)

  - Terms and Conditions of the Award (if applicable)

- The following information is posted online following the competition:

  - Merit review committee membership

  - [Competition statistics](#)

Joint Initiatives

Department of National Defence Research Initiative

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

- Supports social science and humanities research aligned with areas of interest in the Canadian Armed Forces (CAF) and DND

- Fosters effective, evidence-based strategies, policies and programs in research areas identified by DRDC

- A one-time DNDRI supplement valued at up to $10,000 may be awarded to successful Insight Development Grant recipients in addition to the value of the Insight Development Grant.

Department of National Defence Research Initiative

1. Personnel – Recruitment & Selection
- Selection tests

2. Readiness – Training & Development
- Emerging learning & training modalities

3. Social Processes in the Workplace
- Restorative engagement in organization
- Diversity, gender and armed forces
- Working effectively in diverse organizational teams and in cross-cultural settings
- Transition to civilian life
- Socio-cultural change in military organizations
- Psychosocial Well-Being of Minority Groups in the Workplace

4. Operational Effectiveness
- Individual, social and cultural dimensions of radicalization
- Ethical dimension of using artificial intelligence in defence and security
- Human Dimensions of Cybersecurity
- Social and cultural demands of military operations
- Gender perspectives on operations, defence, and security
- Civil-Military relations

Canada

Belmont Forum

↘ 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 AN APPLICATION

- Revisions, summary and detailed description

- Knowledge mobilization plan

- Team members and student training

- Budget and contributions

- Exclusion of reviewers

- Steps for applying online

REVISIONS, SUMMARY AND DETAILED DESCRIPTION

→ Revisions since previous application (optional)

- Opportunity to justify a choice made with regard to research plan or explain how previous feedback was used to improve the current proposal

→ Summary of proposal

- Important introduction; be clear, thorough, use accessible language

→ 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

- 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. Describe how you will maximize the influence and impact of the results of your research and ensure that results are used by relevant knowledge users and stakeholders, as appropriate. See Guidelines for Effective KM.

Tri-Agency Open Access Policy

- 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.

- **New:** A review of the Tri-Agency Open Access Policy on Publications is underway. The agencies invited members of the community to complete an online survey. An updated policy will be released by the end of 2024. Grants received prior to the publication of the revised policy must continue to respect the current policy.

Team Members and Student Training (1)

- Demonstrate the need for the team based on the nature, the objectives and/or 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.

- Refer to *Guidelines for Effective Research Training*

Postdoctoral researchers' contribution and salary/stipend

- The goal of the Insight Program is to support research excellence. The principal investigator has primary responsibility for the overall intellectual direction of the research and research-related activity.

- The committee evaluates the appropriateness of hiring at the specific level requested (undergraduate, graduate, and postdoctoral).

- The salary/stipend of highly qualified personnel, including postdoctoral researchers, should be appropriately justified within the context of the research program. If a disproportionately high percentage of the requested budget is allocated to a postdoctoral researcher's salary/stipend, that is not adequately justified, the committee may question the overall feasibility of the proposed research and may consider giving a lower score on the Feasibility criterion.

- According to SSHRC's policies: Insight Development Grant funds cannot be used to remunerate team members (applicant, co-applicant or collaborator). This includes postdoctoral fellows serving in any of these capacities.

Budget & Contributions

- 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.

- <u>Risk of failure</u>: 30 percent or more of expenditures are insufficiently justified or inadequate.

- Estimate requested costs for open access as accurately as possible.

- Refer to the <u>IDG Funds requested from SSHRC</u> and <u>Tri-Agency Guide on Financial Administration and Guidelines</u>.

Impacts of COVID-19

SSHRC recognizes that COVID-19 has affected 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 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.
- Grants administration measures: 12-month extension without funds due to pandemic-related delays may be approved by submitting a completed *Grant Amendment Forms* to Agency for review.

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 your CCV by inputting your CCV confirmation number.

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

Detailed application Instructions found here: https://www.sshrc-crsh.gc.ca/funding-financement/instructions/insight-savoir-eng.aspx

- Click "Submit" for institutional approval

- Institutions forward applications to SSHRC
  Research or financial administrator responsibilities: SSHRC expects research administration to validate the information contained in the application. By forwarding the application, the administrator also certifies that the applicant is affiliated with the institution and that the institution is willing to administer any grant received according to SSHRC policies.

- Leave enough time

Note: PhD students and Postdoctoral Fellows may submit their application directly to SSHRC. SSHRC recommends that they inform, early in the process, 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.

Support research in official languages

SSHRC is committed to the equitable treatment of all applications submitted to the agency in either official language. SSHRC supports Canada's official languages and Official Language Minority Communities (OLMCs) by ensuring that:

→ applications can be submitted in either official language;

→ program officers support research community members in the official language of the community member's choice;

→ fully bilingual committees in the merit review process;

→ merit assessment can be carried out in both languages.

For program performance, SSHRC measures application and award rates, in line with tri-agency measures on equitable access to funding opportunities for designated groups. These figures have remained relatively stable for applications in French and English over the past ten years, with variations depending on the program. For instance: the success rates for French applications in IDG are equal to success rates for English applications.

Acfas' new Service to Assist Research in French (SARF)

What?   A Canada-wide, inter-university, French-language research grant assistance service:
- Administrative review of the research grant proposal by a grant facilitator
- Assistance in the preparation of the different sections of a research grant application
- Access to peer review in the relevant field

For whom?   French-speaking scholars working in minority settings in Canada (outside Québec)

When?   The services are now available for the upcoming 2023-2024 SSHRC grant competitions

How?   Through a partnership agreement with your institution

You would like to use SARF's services?

Speak to the research administrators of your university to organize a meeting!

For further inquiries about SARF, please contact :

Thierry Drapeau, PhD
Director

✉ **thierry.drapeau@acfas.ca**

📞 **514-849-0045, ext 236**

💻 **https://www.acfas.ca/communaute/sarf**

Acfas

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↘ Subscribe to our eNewsletter: **Dialogue**

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EMAIL: INSIGHTDEVELOPMENT@SSHRC-CRSH.GC.CA

TECHNICAL SUPPORT
TEL.: 613-995-4273
EMAIL: WEBGRANT@SSHRC-CRSH.GC.CA