

SSHRC 2019 – Quick Reference *Insight Development Grant*

Program Description – [Insight Development Grant](#)

What's new?

Equity, Diversity, and Inclusion: All applicants must now self-identify with information on age, gender, Indigenous identity, and status as a member of a visible minority group or person with a disability. For each category there is an option to choose “I prefer not to answer.”

Important to know

Research Portal

Insight Development applications are submitted via the Research Portal: <https://portal-portal.sshrc-crsh.gc.ca/> You must create an account to access the portal and the grant instructions.

Canadian Common CV

A CCV is required for principal investigators, co-investigators and collaborators. Details are available at: <https://ccv-cvc.ca/> Your Uniweb CV is transferable to the CCV.

Helpful websites

Faculty of Arts Research Toolbox: Useful information and links pertaining to grant writing.

Knowledge Mobilization: New resource from Research Management Services.

Advice for writing a successful SSHRC application: tips from uOttawa experts on style, knowledge mobilization, impact, training, and budgets.

Budget template for grant applications

SSHRC guidelines for effective knowledge mobilization

SSHRC guidelines for effective research training

Tri-agency financial administration guide: guidelines for eligible budget expenses.

Current **University of Ottawa assistantship rates**

uOttawa travel policy and rates: **Policy 21** and **Procedure 16-11** outline eligible expenses ; the uOttawa current per diem rate is \$86.80.

2019 Deadlines

December 7, 2018

Confirm your intention to submit a proposal with Kelly-Anne Maddox (recommended, non-binding).

December 20, 2018

Deadline to discuss your project idea with the Vice-Dean Research.

January 9 - 11, 2019

Peer review workshops **RSVP: Dec. 4, 2018**

January 18, 2019

Deadline to submit your application to the Vice-Dean Research Office for review.

January 30, 2019

Recommended submission deadline.

Submitting your Application **February 2nd, 2019**

There are two steps to submitting:

1. **VERIFY** and **electronically SUBMIT** your **Insight Development application** on the research portal **no later than 3pm.**
2. Submit a hard copy of the **RE form** (signed by yourself and your dept. chair) to the **Office of the Vice-Dean Research**, SMD 106, before 3pm.

The uOttawa internal deadline is 3pm on February 2nd

RE Form – request for funds from an outside agency

The RE form is mandatory, even if you are a co-applicant on a grant managed by another university. It is available on the [Research Management Services](#) website.

Contact

Brian Ray, Ph.D.
Vice-Dean Research

Vice-Doyen.Recherche.Arts.Vice-Dean.Research@uottawa.ca

☎ (613) 562-5972 📠 (613) 562-5975

Contact

Kelly-Anne Maddox, Ph.D.
Research Facilitator

kmaddox@uottawa.ca

☎ (613) 562-5800 (1006) 📠 (613) 562-5975