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-portail.sshrc-crsh.gc.ca/](https://portal-portail.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/](https://ccv-cvc.ca/) Your Uniweb CV is transferable to the CCV.

Helpful websites

- [Faculty of Arts Research Toolbox](https://portal-portail.sshrc-crsh.gc.ca/): Useful information and links pertaining to grant writing.
- [Advice for writing a successful SSHRC application](https://portal-portail.sshrc-crsh.gc.ca/): tips from uOttawa experts on style, knowledge mobilization, impact, training, and budgets.
- [Budget template for grant applications](https://portal-portail.sshrc-crsh.gc.ca/)
- [SSHRC guidelines for effective knowledge mobilization](https://portal-portail.sshrc-crsh.gc.ca/)
- [SSHRC guidelines for effective research training](https://portal-portail.sshrc-crsh.gc.ca/)
- Current [University of Ottawa assistantship rates](https://portal-portail.sshrc-crsh.gc.ca/)
- uOttawa travel policy and rates: [Policy 21](https://portal-portail.sshrc-crsh.gc.ca/) and [Procedure 16-11](https://portal-portail.sshrc-crsh.gc.ca/) outline eligible expenses; the uOttawa current per diem rate is $86.80.

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](https://portal-portail.sshrc-crsh.gc.ca/) website.

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

Contact

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