SSHRC 2018 – Insight Grant Quick Reference

Program Description – Insight Grant

What’s new for 2018?

**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.”

**Mitacs Accelerate:** Insight Grant holders are automatically pre-approved for Mitacs Accelerate internships. Applicants working with Canadian businesses and/or eligible not-for-profit organizations are invited to apply for internship co-funding through the Mitacs Accelerate internships program as a component of their project’s training of graduate students and/or postdoctoral researchers. This is a great idea to include in your Student Training section!

**Three levels of feedback via our office:** informal discussion; peer workshops; internal peer-review. See deadlines at right.

**Helpful websites**

- **Faculty of Arts Research Toolbox:** Useful information and links pertaining to grant writing.
- **Advice for writing a successful SSHRC application:** tips from uOttawa experts on style, knowledge mobilization, impact, training, and budgets.
- **SSHRC guidelines for effective knowledge mobilization**
- **SSHRC guidelines for effective research training**
- **Insight Grant budget template:** includes rates for RAs, travel and subsistence; tables for calculations; examples of budget justifications
- **uOttawa travel policy and rates:** Policy 21 and Procedure 16-11 outline eligible expenses; the uOttawa current per diem rate is $81.15
- **Per diem rates** for international travel

Current **University of Ottawa assistantship rates**

**Deadlines 2018**

- **July 13, 2018**
  Confirm your intention to submit a proposal with Kelly-Anne Maddox (recommended, non-binding).
- **August 27-30 2018**
  Peer workshops RSVP: August 1
- **September 10, 2018**
  Deadline to submit your application to the Office of the Vice-Dean Research for internal peer-review.
- **September 24, 2018**
  Receive feedback from internal peer-review.
- **During September**
  We anticipate holding various events, eg. panel discussions and roundtables on Insight applications. Dates and times will be communicated by email.
- **October 15, 2018 (before 3pm)**
  Deadline to submit applications to SSHRC and the signed RE form (paper copy) to the Office of the Vice-Dean Research.

**Submitting your Application**

There are two steps to submitting:

1. **VERIFY and electronically SUBMIT your Insight application no later than 3pm.**
2. Submit a signed hard copy of the RE form to the **Office of the Vice-Dean Research**, SMD 106, before 3pm.

**The uOttawa internal deadline is October 15 at 3pm**

**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.

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