UNIVERSITY OF ALBERTA

**Vice-President of Research and Innovation
Research Partner Network**

The [SSHRC Insight](#) competition is the mainstay research grant for the Social Sciences and Humanities. The competition is annual, with the deadline always on Oct 1, or the subsequent business day. Applicants may request support for research projects lasting one to five years. Funding is from $7,000 to $400,000, with a maximum of $100,000 in any single year.

Applicants may choose from one of two streams when applying for an Insight grant, depending on the amount of funding required:

- Stream A for requests between $7,000 and $100,000; or
- Stream B for requests between $100,001 and $400,000.

Deadlines:
- Budget Justification Review (Voluntary) September 5 - 13'24.
- Peer Review (voluntary) registration: August 15'24 ; Submission to Peer Aug 22'24.
- Faculty sign off: Confirm with your Associate/Vice-Dean, Research.
- Research Administrative Services (Mandatory): September 19'24.
- SSHRC:October 1'24 (*Submit in SSHRC portal by 10 am Sept 27 due to the long weekend*).

Your key contact for the Insight grant competition is Dr. Craig Taylor , Research Partner specializing in major humanities and social sciences research projects. Your Associate/Vice-Dean, Research, and your college's Office of Research will also provide support.

Being subscribed to the [sshrcUofA](#) researcher forum and RPNet [Monthly Bulletin](#), will ensure you are informed about social sciences and humanities-specific deadlines, grant-support events, and other research-related opportunities, in a timely manner.

Supports for Insight grant competition are described below, organized according to the three grant-crafting stages of planning, writing and submission to SSHRC.

1] Planning Stage (March - June)
- Confirm your eligibility to apply for and hold research.
    - Quick Tip: if you are continuing faculty, you are <u>eligible</u>, if not (ie: adjunct, emeriti, academic teaching staff, postdoctoral fellows), check your employment contract and confirm with your Department Chair or Faculty Associate or Vice Dean, Research.
- Contact your IG-specific [Research Partner](#). He will help you strategize about the focus on your application, appropriate committee to submit to, eligibility and justifications for budget items, ideas for designing EDI into your project, your knowledge mobilization, data management and effective student training plans, and more.
- Make sure to consult the [SSHRC IG application procedure checklist](#).
- Attend a [Noon-hour information overview of Insight Grants](#) (May - June).
- Visit the RPNet [Research Whisperer Hour](#) to talk about your proposal.
- Peruse the [Successful Grants library](#), to find past successful IG applications.

2] Writing Stage (May - August)

- Request admission to the SSHRC IG [Boot camp](#) (May - June 5, all day for 5 days; space is limited).
- Consult the grant excellence (GrEx) [resource materials](#). There are IG-specific resources, tipsheets, and guidance for the various sections of the IG application.
- Check out the CSSH Office of Research's [library](#) with short helpful videos on IG application sections.
- Refer to the RPNet's 'EDI in SSHRC Grants' resources, such as
    - [EDI in SSHRC Grants Info Session Recording_2023](#)
    - [EDI in SSHRC Grants Info Session Powerpoint (2023)](#)
    - [EDI in SSHRC Grants Resources and Key Contacts (2023)](#)
- Contact your RP for a SSHRC budget template.
- Start your [application](#) in the SSHRC portal (July). Use the portal to send invitations to any co-applicants or collaborators.
- We recommend using the grant-crafting '[algorithm](#)', 'checklist' and budget tasklist tools as background preparation for your initial draft.
- Talk to your Department Chair or Faculty Associate/Vice-Dean, Research if you are looking for a teaching release or need specific space for your project (please note: course release is ineligible as a budget expense). Check the [in-kind budgeting and space allocation](#) resource if necessary.
- If your application is a resubmission then receive a Forensic Review of the prior application, from the RPNet or attend a "Lemons to Lemonade" ReVision Retreat (July-August).
- Faculty in the College of Social Sciences & Humanities may utilise the Office of Research's student Grant Assistant for help with the following (July-early August):
    - Budget estimates, CV updating, literature scoping, proofreading, copy-editing (not stylistic, structural or ESL editing).
    - Applicants may be eligible for grant-editing support. Your Research Partner will assist with this.
- Attend the IG Insiders' Roundtable and/or review the summary of past selection [committee members' debriefs](#).
- Register for a [Peer Review](#) of your penultimate version (mid-August)
- Revise the penultimate draft (late-August) according to advice from any of: Associate/Vice-Dean, Co-applicant/Collaborator, Budget Justification Reviewer, Peer Reviewer and/or Research Partner.

3] Submission Stage (September)
- [Create a new proposal request](#) in the Researcher Homepage (early September).
    - Help for this may be found by contacting rsoinfo@ualberta.ca or your dept/faculty Research Coordinator.
- Attach your SSHRC IG to the Researcher Homepage (early September).
    - Your full application (with CV) will be reviewed by your Chair and/or Associate Dean Research, who may suggest changes to the application, and must provide their institutional sign off before releasing to Research Administrative Services (RAS).
- After the faculty review, your application will be reviewed by the RAS officer. Complete any changes requested by Research Administrative Services.
- Once informed by RAS that it is approved, you may submit your SSHRC IG application in the SSHRC portal.