

SEED GRANTS FOR RESEARCH ON HEALTH AND SOCIAL SERVICES REFORMS

Value	Up to \$10,000; Up to three grants can be funded.
Duration	1 year
Application deadline	March 15 th , 23:00 EST. If deadline falls on the weekend or public holiday, the next working day applies.
Results announced	Within six weeks after deadline
Apply	Application form and all supporting documents must be submitted to observatory.ihsp@mcgill.ca as one PDF, saved as [lastname]_MOHSSRseedgrant.pdf

DESCRIPTION

The McGill Observatory on Health and Social Services Reforms (MOHSSR; <http://mcgill-observatory.ca/>) offers internal seed grants to support research in health and social services with the goal to improve the competitiveness of the applicant in securing longer-term external funding. Preference will be given to projects set in the Quebec context. Projects set outside of Quebec must explicitly address the potential relevance of the research for the Quebec context. Two streams are available, for emerging and established scholars, respectively.

Emerging scholars: This funding supports high-quality research projects by emerging scholars (as per CIHR guidelines) proposing projects in health and social services research. One of the three seed grants will be reserved for emerging scholars (providing that their application is ranked in the fundable range). In the absence of qualifying applications from this pool of applicants, funding will go in the general pool.

Established scholars: Funding for established scholars provides support to explore new research questions or approaches that are distinct from the applicant's previous/ongoing research, conduct pilot projects, or research questions that are more difficult to fund through the existing suite of granting programs. The research topic must be pertinent to health and social services research.

ELIGIBILITY

Subject Matter Eligibility

In accordance with the MOHSSR's mission and mandate, the proposed research project must be directly pertinent to health and social services policies and reforms. The expectation is that the funding will increase the competitiveness of applications for future external grant requests. Examples of use of funds include (but are not limited to): cash contributions to projects requiring partner contributions, funding for pilot projects for exploratory data analysis, access to data such

as the Canadian Longitudinal Study of Aging, funding for mobilization of partners in anticipation of partnership grants.

APPLICANTS

- Applicants must hold a full-time academic appointment of Assistant Professor, Associate Professor or Full Professor to be eligible to apply.
- If the applicant has already held a Seed Grant in the last three years, they must have applied for external funding for the project, before re-applying to this program.

VALUE AND DURATION

Awards will be limited to a maximum of \$10,000 CAD. A suggested minimum of \$2,500 of the requested budget should go to student salaries. Funds cannot be used to travel for conferences for knowledge mobilization purposes. Also, the purchase of equipment and computer supplies are not eligible expenses. All expenses incurred under this funding opportunity must follow the Tri-Agency Financial Administration Guide.

EVALUATION AND ADJUDICATION

These Seed Grants are adjudicated, and awarded, through a competitive process. The peer-review committee membership is built based on expertise in health and social services research as well as previous experience serving on other peer-review committees. The peer-review committee bases its recommendation on the merits of the proposal in relation to the evaluation criteria below.

Evaluation Criteria:

The criteria for adjudicating each application include the following in order of priority:

- a. The scholarly significance and contribution to knowledge of the proposed project to health and social services research.
- b. The scope of the proposed research, showing its potential to expand into a successful proposal for multi-year research support from an external agency.
- c. The applicant's research and publication record, or potential in the case of new staff.
- d. Soundness and appropriateness of methodology and data analysis, where applicable.
- e. Appropriateness of budget in terms of tri-council guidelines.

f. Potential for mobilizing capacity in health and social services research at McGill both within and across different units.

g. Relevance for the Quebec health and social services policy context.

REPORTING

Technical Reports:

All grant holders are required to present at the MOHSSR annual event, as well as submit a 3-page Final Research Report within 3 months following the award close out (inclusive of any no-cost extension).

Financial Reports:

All grants awarded under this funding opportunity must follow the Tri-Agency Guidelines governing the use of agency funds. The funds must be used effectively and economically, and the expenses must be essential for the research for which the funds were awarded.

The applicant's signature at the end of this application will indicate that he/she is prepared to comply with these procedures.

SUBMISSION

By signing and submitting an application, the applicant confirms that he/she:

- has read and understands the eligibility requirements of the funding opportunity;
- has provided complete and accurate information in the funding application and related documents, and has represented himself/herself and his/her research and accomplishments in a manner consistent with the norms of the relevant field;
- agrees that, if awarded a grant, the applicant will use the grant only for the purpose for which it was awarded and will comply with all relevant institutional requirements;
- has read, understands and agrees to comply with the policies of the Tri-Agency Framework: Responsible Conduct Of Research, both in the submission of the application and in carrying out the research funded by SSHRC; and,
- in instances where he/she is or has been at any time during the past 12 months a federal public servant, has complied with and will continue to respect the Values and Ethics Code for the Public Sector.

REQUIRED DOCUMENTS

The application and all supporting documents must be submitted as one PDF in the following order:

- **Application form** duly signed by Applicant and Chair of the department. If the Chair is the applicant then the Associate Dean (Research) signature is required.
- **Description of the proposed research** (maximum two pages). This proposal must at a minimum address the following: Contributions to health and social services research; Salience in the Quebec policy context; and How this seed money will be leveraged to obtain external funding.
- A third page can be used for **bibliography**.
- **Budget justification** (maximum one additional page).
- **CIHR Common CV (Academic)**, including Detailed Research Contributions.

APPLICATION FORM

1.	Faculty member:			
2.	Rank & Position:			
3.	Scholar Type (as defined by CIHR)	New _____	Regular _____	
4.	Department:			
5.	Telephone/email:			
6.	McGill address:			
7.	Is this a full-time, regular academic appointment?			
8.	Will you be on leave during the tenure of this grant?			
9.	History of research funding (over the last five years):			
A) MAJOR EXTERNAL RESEARCH GRANTS RECEIVED (add pages as required)				
	Name of Agency	Title of Award	Amount	Year
B) AWARDS RECEIVED FROM MCGILL (add pages as required)				
	Name of Agency	Title of Award	Amount	Year
10.	Title of Current Project:			
11.	Have you applied for funding for this project from other sources? If yes, indicate name if agency, amount, and date; if no, explain why not.			
12.	Attach a description of the proposed research, including: theoretical approach, justification, hypotheses, methodology, data analyses (where appropriate), and implications. Include plans for the development of future proposals to external agencies for multi-year research support. Do not exceed two (2) single-spaced, typewritten pages, font 12 (a third page can be used, if necessary, for bibliography). Application must be typewritten. Applications that exceed two (2) pages will be returned without review. See attached guidelines for information concerning adjudication criteria.			

13.	Budget (Justify your request for funding in terms of CIHR Guidelines; attach an extra page if necessary)	
	Salaries: Assistants – hourly rate and number of hours and provide complete justification for hiring an assistant	
	Materials and supplies – itemize and justify (Equipment and computer supplies are not funded)	
	Copying – describe and justify; cost per page and quantity	
	Travel – state destination, means of travel and basic fare (Conference attendance not eligible)	
	Other: specify and justify	
	TOTAL REQUEST:	
14.	Explanatory notes on funds request:	

DOES THIS PROJECT INVOLVE ETHICS?

Human subjects (please check one):

No ethics required: _____
 Yes, ethics certificate attached: _____
 Pending review: _____

Animal subjects (please check one):

No ethics required: _____
 Yes, ethics certificate attached: _____
 Pending review: _____

Applicant's Signature

Date

Chair's Signature:

Date

Print Chair's Name

REQUIRED DOCUMENTS CHECKLIST

The application and all supporting documents must be submitted to observatory.ihsp@mcgill.ca as one PDF by March 15th, 23:00 as [lastname]_MOHSSRseedgrant.pdf in the following order:

- Application form** duly signed by Applicant and Chair of the department. If the Chair is the applicant then the Associate Dean (Research) signature is required.
- Description of the proposed research** (maximum two pages). This proposal must at a minimum address the following: Contributions to health and social services research; Salience in the Quebec policy context; and How this seed money will be leveraged to obtain external funding.
- A third page can be used for **bibliography**.
- Budget justification** (maximum one additional page).
- CIHR Common CV (Academic)**, including Detailed Research Contributions.