



Social Sciences and Humanities  
Research Council of Canada

Conseil de recherches en  
sciences humaines du Canada

SSHRC  CRSH

# Overview of the Insight Development Grants Funding Opportunity and Application Process

December 2015



## Insight Development Grants (IDG)

- ❖ Supports research in its initial stages by emerging and established scholars
- ❖ Enables development of new research questions, experimentation with new methods, theoretical approaches, and ideas

## IDG: Features

- ❖ **Co-applicants:** post-secondary scholars (can be international)
- ❖ **Duration:** 1 to 2 years
- ❖ **Value:** Up to \$75,000
- ❖ **Funding:** Separate budgetary envelope for Emerging Scholars (minimum 50% of overall envelope)
- ❖ **Application process:** One-stage application

## IDG: What's new?

- ❖ Changes to the definition of Emerging Scholar
- ❖ Elimination of CCV for collaborators
- ❖ More space in “Roles and Responsibilities” section
- ❖ Disciplinary Committees added

## IDG: What's new?

- ❖ New Resource for Research-creation applications
- ❖ Social work, law, and criminology moved to Group 4
- ❖ Closer scrutiny of budgets during meetings and budget envelopes
- ❖ Principle of *minimum essential funding*

## IDG: What's new? (con't)

- ❖ Joint Initiatives:
  - ❖ Genome Canada
  
- ❖ Policies and Guidelines:
  - ❖ Open Access
  - ❖ Knowledge Mobilization
  - ❖ Aboriginal Research
  - ❖ Definitions

## IDG Applicants: Emerging Scholars

- ❖ May not have held a grant as principal investigator or project director through any of Tri-Agency funding opportunity (SSHRC, NSERC, CIHR)
- ❖ Meet at least one of the other criteria for emerging scholars
- ❖ Career development

## IDG Applicants: Established Scholars

- ❖ Must clearly demonstrate how proposed research differs from previous research
- ❖ **Does not support ongoing research by established scholars**



## IDG Evaluation Criteria

### Challenge:

The aim and importance of the endeavour (50%)

### Feasibility:

The plan to achieve excellence (20%)

### Capability:

The expertise to succeed (30%)

## 6-point Scoring Scale

Excellent

Very good

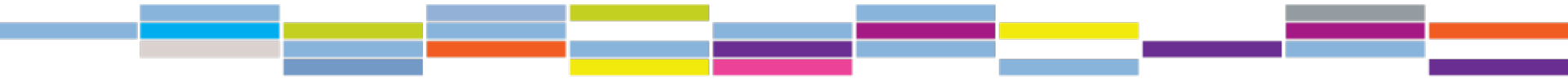
Good

Satisfactory

Moderate

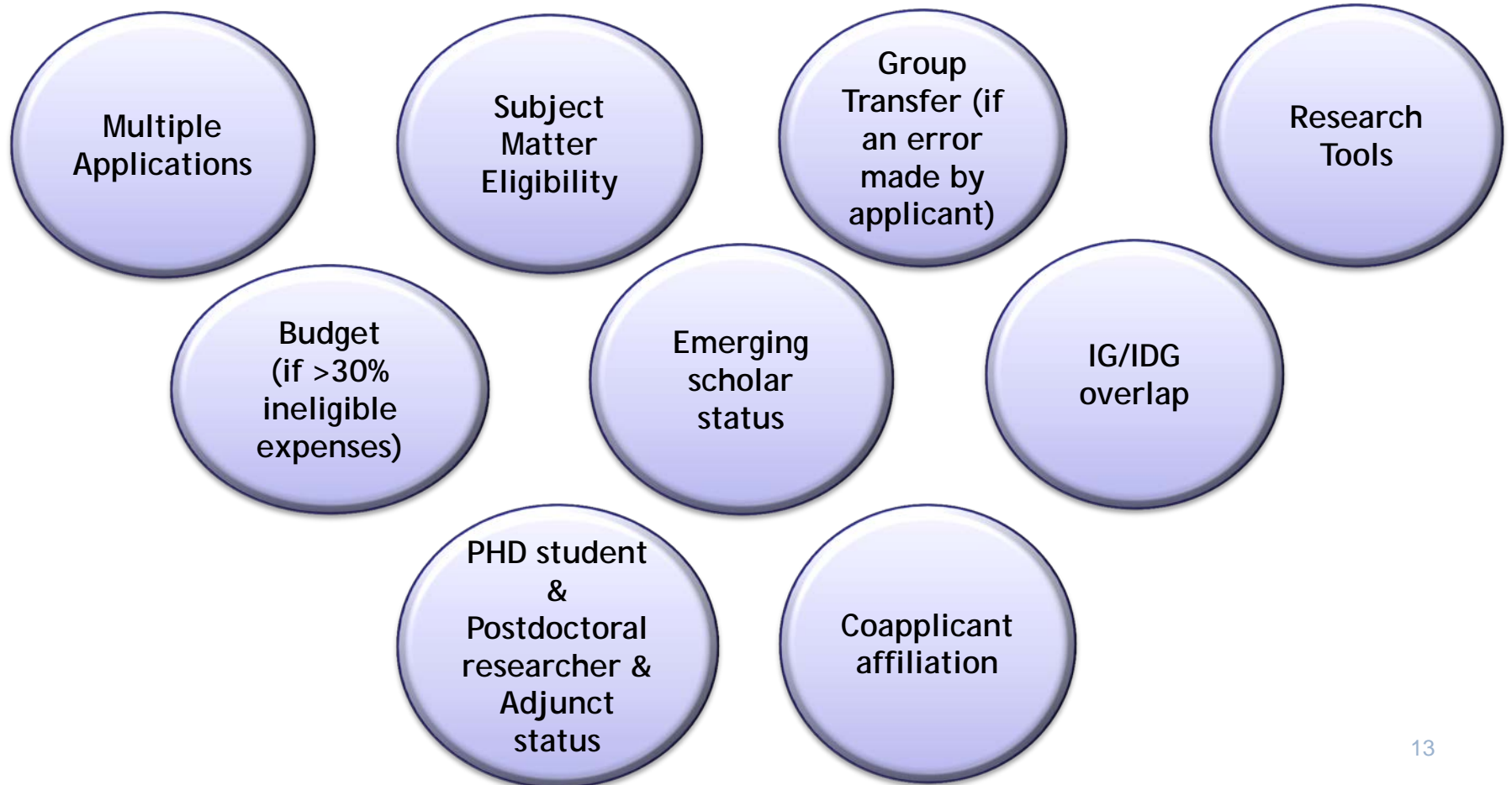
Unsatisfactory

\* « *moderate* » = *minimum required for each of 3 criteria*




# Eligibility & Committee assignment

# Eligibility Verification



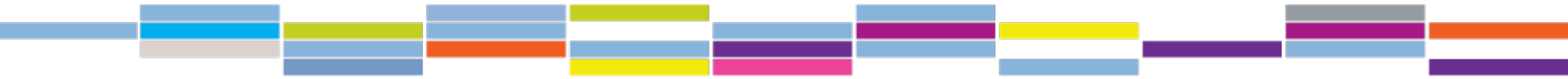
## Multiple Applications and Re-applications

Applications submitted as an applicant

IDG Feb 2015 + IG Oct 2015 = 

IG Oct 2015 + IDG Feb 2016 =  Objectives must be different

- ❖ No limit to the number of applications as a co-applicant or collaborator.
- ❖ Grant holders may re-apply to the same funding opportunity in the final year of funding.
- ❖ Automatic one-year extension for all grants.

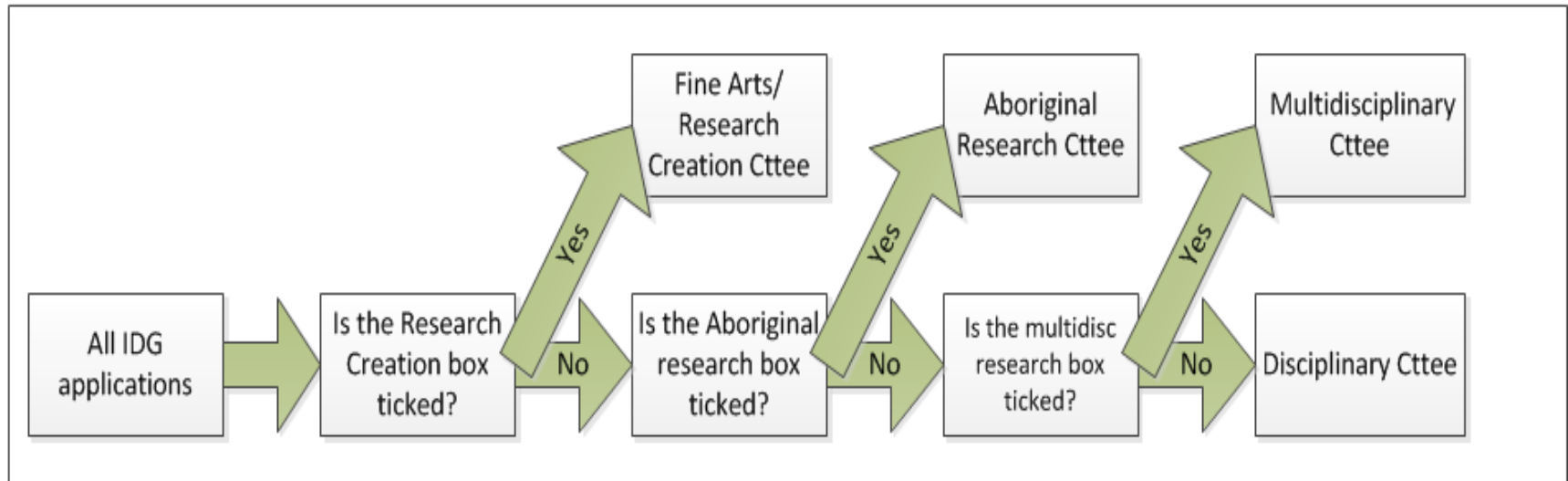


Eligibility decisions are final and do not constitute grounds for appeal.

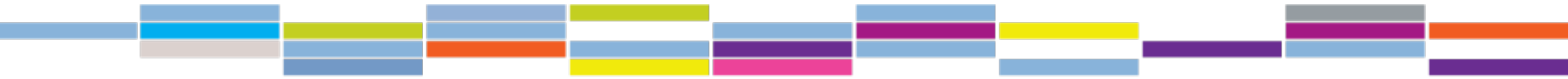
## IDG Adjudication Committees

- ❖ Multidisciplinary, thematic and disciplinary committees\*  
(\*New)
- ❖ Number and nature of committees is based on number of applications received
- ❖ Three readers
- ❖ Optional cross-committee evaluation for multidisciplinary applications

# IDG Committee Assignment Process







# ADJUDICATION OVERVIEW

# Adjudication Process

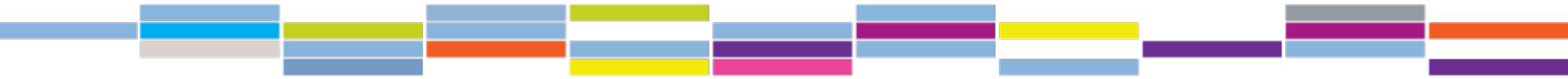
- ❖ Calibration exercise
- ❖ Preliminary scores & ranking
- ❖ Emerging and established scholars ranked and discussed separately
- ❖ No discussion of applications ranked in bottom 30%
- ❖ Committee discussion
- ❖ Final ranking

# Budget Evaluation

- ❖ Increase in number of applications and budgets requested = declining success rate for Insight Development Grants
- ❖ Ensure proposed budgets are appropriate and well-justified
- ❖ Automatic failure on Feasibility if 50% or more of request insufficiently justified and/or not appropriate

## Feedback Provided

- Result letter
- Notice of Decision (if successful)
- Committee Evaluation form (if discussed)
- Committee statistics



## IDG Deadline

February 3, 2016 (8 p.m. Eastern)



SSHRC  CRSH

# Submitting your application

SSHRC's Research Portal and Canadian Common CV



## Steps to Apply for an IDG

1. Open an account and create an IDG application in the Research Portal.
2. Invite co-applicants and collaborators (if applicable).
3. Create and upload your SSHRC CCV to the application.
4. Complete and validate the application.
5. Submit the application to your research office.


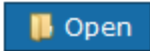


## START EARLY IF YOU HAVE A TEAM!

- ❖ Co-applicants must:
  1. Accept the invitation
  2. Create, verify and upload their SSHRC CCV
  
- ❖ Collaborators must:
  1. Fill out a profile
  2. Accept invitation



## Research Portal Home Page - Applications

Applications						
Application Title	Funding Opportunity	Stage	Status	Role	Last Updated	Action
	Insight Development Grants	Application	In Progress	Applicant	2013-11-19 11:41:36	
Testing Research Portal	Insight Development Grants	Application	In Progress	Collaborator	2013-11-13 14:08:06	

**In Progress:** Application has been created but not yet completed.












**Returned:** Application has been returned to the applicant by the administrator (e.g., research administrator, student liaison officer, liaison officer) for required changes.

**Received by Administrator:** Application has been completed and submitted by the applicant to the administrator at the university, college, CEGEP or not-for-profit organization.

**Received by Agency:** Application has been received by SSHRC.




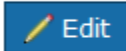


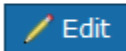


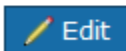

**Deleted:** Application has been removed from applicant's account.

# Research Portal Application Overview - Application

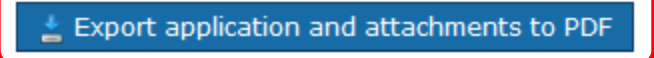
Application					
Status	Title	Funding Opportunity	Stage	Updated	Action
		Insight Development Grant	Application	2015-01-06 15:37:03	<a href="#">Edit</a> <a href="#">Preview</a>
▼ Module Status					
Status	Module Name	Status	Module Name		
	<a href="#">Identification</a>		<a href="#">Activity Details</a>		
	<a href="#">Revisions since previous application</a>		<a href="#">Summary of Proposal</a>		
	<a href="#">Roles and Responsibilities</a>		<a href="#">Roles and Training of Students</a>		
	<a href="#">Knowledge Mobilization Plan</a>		<a href="#">Expected Outcomes</a>		
	<a href="#">Funds Requested from SSHRC</a>		<a href="#">Funds from Other Sources</a>		

# Research Portal Application Overview - Attachments

Click on Attach or Edit to view Instructions for attachments



Status	Title	Document Type	Updated	Action
	<a href="#">Clearer instructions</a>	Detailed Description	2013-11-14 09:19:07	
	Calendrier	Timelines	2013-11-14 09:22:48	 
	Références	List of References	2013-11-14 09:23:57	 
	recherche-cr�ation	Research-Creation Support Material	2013-11-19 11:41:36	 

You can delete an attachment and upload a new one if you click on Edit

 Export application and attachments to PDF

# Research Portal Application Overview - Canadian Common CVs Attached

**1**

Canadian Common CVs Attached					
Status	Title	Role	Updated	Action	
		Applicant	2013-11-18 14:06:20		
	<input type="text" value="...pdf"/>	Co-applicant	2013-11-14 11:09:59		

Click hyperlink to see SSHRC CCV instructions

## Canadian Common CV Upload

See the [instructions](#) on how to use the Canadian Common CV (CCV) for information on completing and attaching your CCV.

**2**

**Note:** To successfully upload your CCV, the first name and family name used to create your CCV site account **must be identical** to those used to create your Research Portal account. As well, the email address used to create your Research Portal account **must be identical** to at least one of the emails you listed on the CCV site (i.e., the email used to create your CCV account, or any of the emails you included in the Email section of your CCV).


**Research Portal:** To change your family name, first name and/or email address, go to User Profile.

**CCV:** To change your family name, first name and/or email address, log into the CCV and click "Account" in the top menu bar. To change any other email addresses included in your CCV, go to the Email section of the relevant CCV template.

[Sign out](#)

### Add New Canadian Common CV

Confirmation Number:



Uploaded Canadian Common CV		
File Title	Date Uploaded	Action

## Research Portal Application Overview - Invitations

1

Invitations							
Status	Role	Family Name	Given Name	Email	Invitation Status	Updated	Action
	Co-applicant	<input type="text"/>	<input type="text"/>	<input type="text"/>	Invitation accepted and completed.	2013-11-14 11:10:33	

[Manage Invitations](#)

2

### Manage Invitations

[Sign out](#)

#### Add Participant



Please enter the email address, family name and, if applicable, the role for each participant. When you click Invite, an email will be sent inviting them to participate in the application.

Email  Family Name  Role

[Invite](#)

Invitations					
Role	Family Name	First Name	Email	Invitation Status	Last Status Change
Co-applicant	Pepe	Alan	alan.pepe@sshrc-crsh.gc.ca	Invitation accepted and completed.	2013-11-14 11:10:33

[Resend](#)
[Delete](#)

## SSHRC CCV Instructions

### How to Use the Canadian Common CV (CCV)

[Step 1—Registering and Logging In](#)

[Step 2—Selecting the SSHRC CCV](#)

[Step 3—Completing the SSHRC CCV](#)

[Step 4—Editing and Adding Entries](#)

[Step 5—Submitting the SSHRC CCV](#)

[Step 6—Uploading the SSHRC CCV](#)

Mandatory and  
non mandatory  
information

**i** When applying for or participating on a SSHRC grant requiring a SSHRC CCV, please follow these instructions to complete your SSHRC CCV and upload it to your SSHRC application.

<http://www.sshrc-crsh.gc.ca/funding-financement/forms-formulaires/instructions/ccv-eng.aspx>

## SSHRC CCV

Welcome **CV** History Consent Transfer PIN Account

**Contributions** Publications

2013-11-19 15:19 EST

PubMed Articles

Show Bilingual Fields Done Undo

Only contributions  
from last 6 years  
will be imported

\* Title

\* Journal

\* Volume

\* Issue

PubMed ID

Retrieve

## SSHRC CCV

<a href="#">Français</a>	<a href="#">Home</a>	<a href="#">Contact Us</a>	<a href="#">Help</a>	<a href="#">Logout</a>		
<a href="#">Welcome</a>	<a href="#">CV</a>	<a href="#">History</a>	<a href="#">Consent</a>	<a href="#">Transfer</a>	<a href="#">PIN</a>	<a href="#">Account</a>

Funding CV - List of Sections

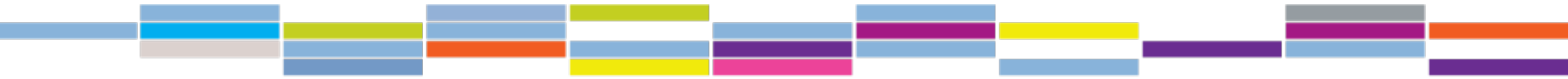
2013-11-19 15:33 EST

Your CV has been submitted. Your confirmation number is : **177646**[Preview](#)[Previous](#)[Submit](#)Funding Source  ?CV Type  ?

Section	Included/Entries	Last Updated
<b>Personal Information</b>		
Identification	1/1	2013-07-18 08:41:25
Language Skills	2/2	2013-11-19 15:29:47
Address	2/2	2013-11-13 10:18:48
Telephone	1/1	2012-07-17 15:00:32
Email	2/2	2013-11-14 09:41:30
Website	0/0	No Entry
<b>Education</b>		
Degrees	2/3	2013-11-13 09:07:23
Credentials	1/1	2013-05-22 14:02:03
Recognitions	1/1	2013-06-26 10:09:07
User Profile	1/1	2013-01-18 13:08:52

77 record(s)





## SSHRC CCV

<a href="#">Français</a>		<a href="#">Home</a>		<a href="#">Contact Us</a>			<a href="#">Help</a>		<a href="#">Logout</a>	
<a href="#">Welcome</a>	<a href="#">CV</a>	<a href="#">History</a>	<a href="#">Consent</a>	<a href="#">Transfer</a>	<a href="#">PIN</a>	<a href="#">Account</a>				
<b>Submission History</b>							2013-11-19 15:36 EST			
<a href="#">Confirmation Number</a>		<a href="#">Funding Source</a>				<a href="#">CV Type</a>		<a href="#">Submission Date</a>		
 177646		Social Sciences and Humanities Research Council SSHRC				SSHRC		2013-11-19 15:36 EST		

## WE LISTENED - COMING SOON...

- ❖ CCV release 8 (March 2016)
- ❖ Will include many changes
- ❖ “Artistic performances” section revamped
- ❖ Most significant contributions

## Contacts and Useful information

- ❖ **Multiple Applications Regulation:** [http://www.sshrc-crsh.gc.ca/funding-financement/policies-politiques/multiple\\_apps-demandes\\_multiples-eng.aspx](http://www.sshrc-crsh.gc.ca/funding-financement/policies-politiques/multiple_apps-demandes_multiples-eng.aspx)
- ❖ **Institutional eligibility:** For postsecondary institutions that are not yet eligible yet wish to administer SSHRC grants. Contact: [secretariat@sshrc-crsh.gc.ca](mailto:secretariat@sshrc-crsh.gc.ca)
- ❖ **Tri-Agency Financial Administration Guide:** [http://www.nserc-crsng.gc.ca/Professors-Professeurs/FinancialAdminGuide-GuideAdminFinancier/index\\_eng.asp](http://www.nserc-crsng.gc.ca/Professors-Professeurs/FinancialAdminGuide-GuideAdminFinancier/index_eng.asp)
- ❖ **Competition Statistics:** <http://www.sshrc-crsh.gc.ca/results-resultats/stats-statistiques/index-eng.aspx?>

## Help

- ❖ **Insight Development Grants**

Tel: 613-996-6976

Email: [insightdevelopment@sshrc-crsh.gc.ca](mailto:insightdevelopment@sshrc-crsh.gc.ca)

- ❖ **Program officer contact list**

- ❖ **For Technical Help, Help with Online Forms:**

Tel: 613-995-4273

[webgrant@sshrc-crsh.gc.ca](mailto:webgrant@sshrc-crsh.gc.ca)