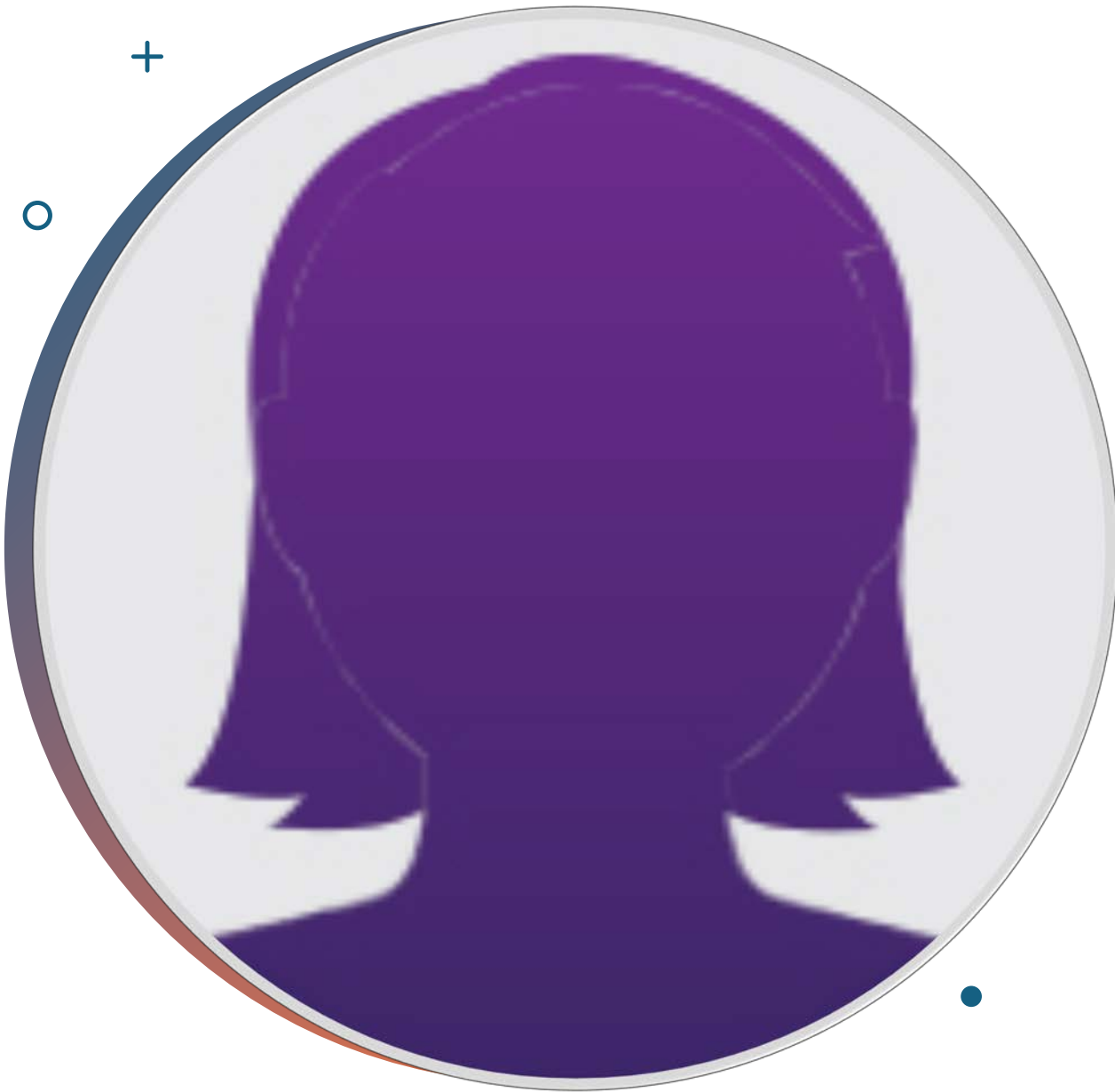# SSHRC Insight Grant Information Session

📅 Date: July 24th
🕐 Time: 12-1:30 PM
📍 Location: Zoom

Jennifer Hancock

(Research Grant Officer)

Jennifer Hancock has been a Research Grants Officer (RGO) with the Grants Management & Services team since 2015. She serves as the Office of Research Services communications lead for both the SSHRC Insight Grants and Insight Development Grants competitions. Over the last 9 years she has watched these programs respond to evolving priorities in the Canadian funding landscape, including knowledge mobilization planning, Indigenous Research, and Research Security measures. While some of you will know her as the supporting Grants Officer for the Faculties of Social Science, Education, the Ivey Business School and the basic science departments of Schulich, she and her fellow Grants Officers equally divide the application review of CIHR Project Grants, NSERC Discovery Grants and, SSHRC Insight Grants. The Grants Officers are currently updating resources and Western webpages to support Applicants this Fall.

SSHRC Insight Grants (IG) – Overview

Jenn Hancock (she/her)
Research Grants Officer, Grants Management & Services
jhanco@uwo.ca

24 July 2024

Western Research

Upcoming SSHRC IG Webinar

ENGLISH: Thursday, August 22, 2024, 1:00 to 2:30 p.m.

FRENCH: Thursday, August 22, 2024, 10:00 to 11:30 a.m.

Go to SSHRC's [Upcoming webinars](#) webpage to access webinar link.

- No pre-registration needed.
- Slides will be available, but session is not recorded.

Western Research

Overview & Deadlines

October 2024 Insight Grants	
Value	Stream A: $7000 to $100,000 Stream B: $100,001 to $400,000
Duration	2 to 5 years (Apr. 1 start date)
Internal ORS Deadline*	Submit by 2PM Tues., Sept. 17, 2024
Sponsor Deadline**	Submit by 10AM Tues., Oct. 1, 2024
Results	April 2025
Submission Portal	SSHRC Online (aka Web-based Forms)

* Faculty Research Offices may set additional/earlier internal review deadlines.
** 10AM on deadline day is the latest final submission time.

Western Research

Starting an application: SSHRC Web-based Forms

Social Sciences and Humanities Research Council of Canada
Conseil de recherches en sciences humaines du Canada

Canada

Social Sciences and Humanities Research Council
www.sshrc-crsh.gc.ca

| Français | Home | Contact Us | Help | Search | Canada Site |

Web-based forms: registration and login

Create, edit and save SSHRC online CVs, applications and Final Research Reports using your internet browser.

Browser Tabs/simultaneous use of multiple browsers: SSHRC's system does not support browsing simultaneously with multiple browsers or multiple tabs. Doing so will result in loss of data.

Browser back button: Avoid using your browser's back button. Use the website navigation instead.

As of January 29, the SSHRC application platform will **no longer process applications to Research Data Centres** (RDCs). Applications for RDCs, Federal RDCs and to the Biobank must be submitted using the new Microdata Access Portal (MAP), an online tool for researchers to apply for access to Statistics Canada microdata. If you have any questions, please contact statcan.mad-damdam-mad.statcan@canada.ca

New users
Complete the registration information to register with SSHRC's on-line system.

Click here to receive a missing account activation email.

Registered users
Enter your primary email address and password to access your portfolio. If you forget your password, do not re-register; instead, go to the Forgot your password? page.
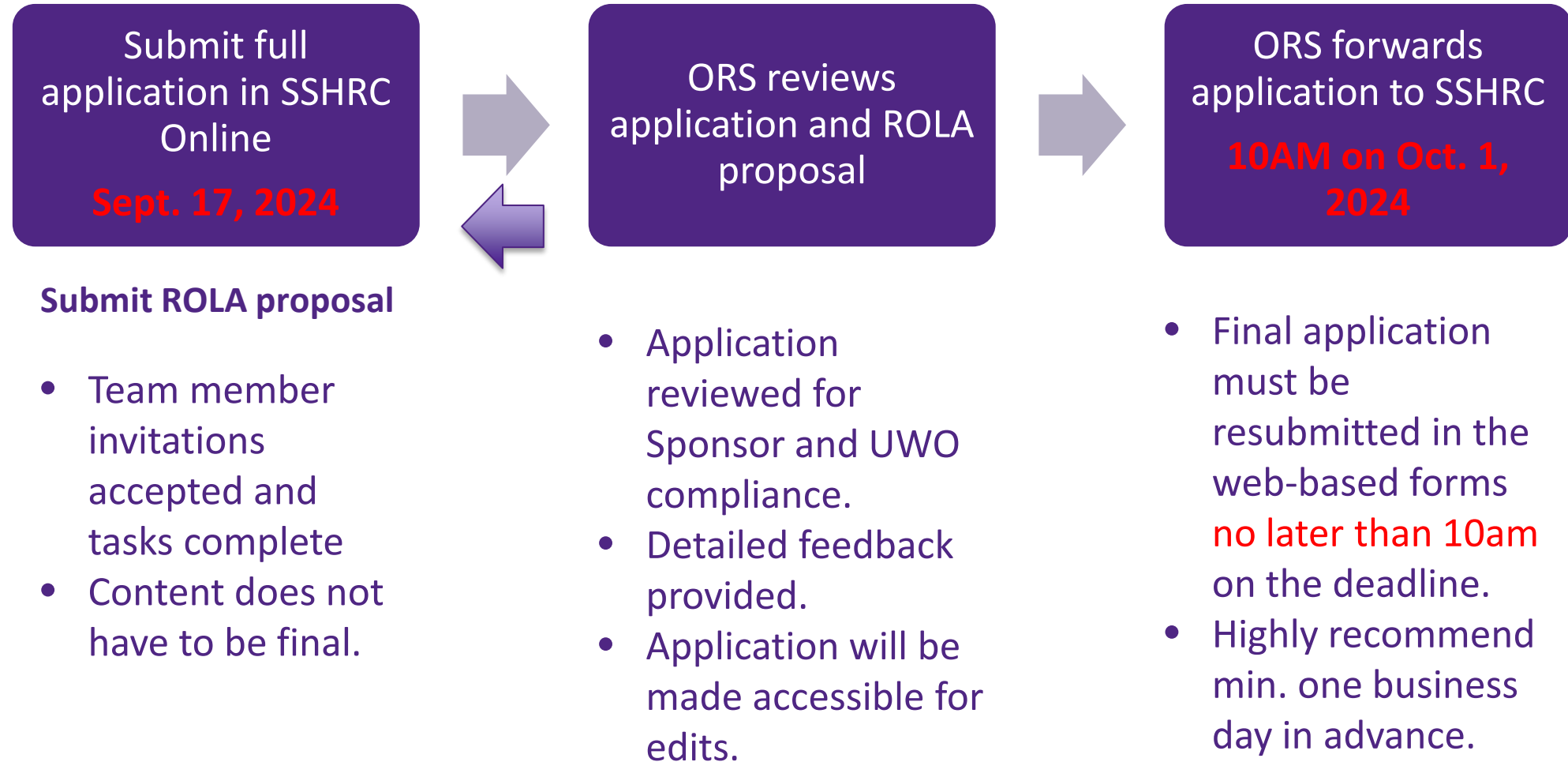
Sixty minutes after your last interaction with our system (e.g., Save, Preview, etc.), your session will be terminated and you will have to log in again. We recommend you save your work every 10 to 15 minutes.

For your own protection, change your passwords regularly, and keep them safe and confidential; do not divulge them to anyone. SSHRC will not be held liable for any loss of your data should you neglect to protect your password.

SSHRC Web CV
If a **co-applicant** has updated their SSHRC web CV after having accepted an invitation, they **must click "Refresh CV" in the Accepted Invitations section** of their Portfolio. Once an application is submitted, any updates made to CVs **will not be reflected** in the CVs presented for adjudication.

Western Research

ORS Review and Submission Process

Submit full application in SSHRC Online

Sept. 17, 2024

→

ORS reviews application and ROLA proposal

→

ORS forwards application to SSHRC

10AM on Oct. 1, 2024

Submit ROLA proposal

- Team member invitations accepted and tasks complete
- Content does not have to be final.

- Application reviewed for Sponsor and UWO compliance.
- Detailed feedback provided.
- Application will be made accessible for edits.

- Final application must be resubmitted in the web-based forms **no later than 10am** on the deadline.
- Highly recommend min. one business day in advance.

Western Research

# New for Oct 2024 Competition

- **Tri-Agency Interdisciplinary Peer Review Committee (TAIPR)**
  - Now permanent/to remain one of the three multi/interdisciplinary review committee options.
- **Sensitive Technology Research Areas (STRAC) Requirements**
  - Activity Details: Question (YES/NO) as to whether activities funded by the grant will aim to advance a Sensitive Technology Research Area (STRA).
  - STRAC Attestation Module/Form(s): If 'YES', the Applicant must upload for each named member of the research team (Applicant, Co-Applicants, Collaborators) a signed **Attestation Form** certifying that they have read, understand, and are compliant with the STRAC policy.
  - Post-Award: If funded, you and your research team(s) required to comply with the policy for the duration of the grant that aims to advance one or more STRAs.

Western Research

Eligibility Review

- As Applicant, can submit and hold only one active Insight Grant at a time.
  - No limit to the number of applications on which a researcher can be listed as a co-applicant or collaborator.
- Cannot have outstanding SSHRC Achievement Report from previous grant.
- Cannot apply for a Fall 2024 IG if awarded, as Applicant, a 2024 SSHRC Insight Development Grant.
- SSHRC will not fund the same research project or research-related activity with more than one grant at the same time.
- **ROLES**
  - **Applicant**: Affiliated with an eligible Canadian postsecondary institution.
  - **Co-Applicant**: Affiliated with an eligible Canadian postsecondary institution.
  - **Collaborator**: Do not need to be affiliated with an eligible Canadian postsecondary institution.

IG Evaluation Criteria

☐ Feasibility, 20%

☐ Challenge, 40%
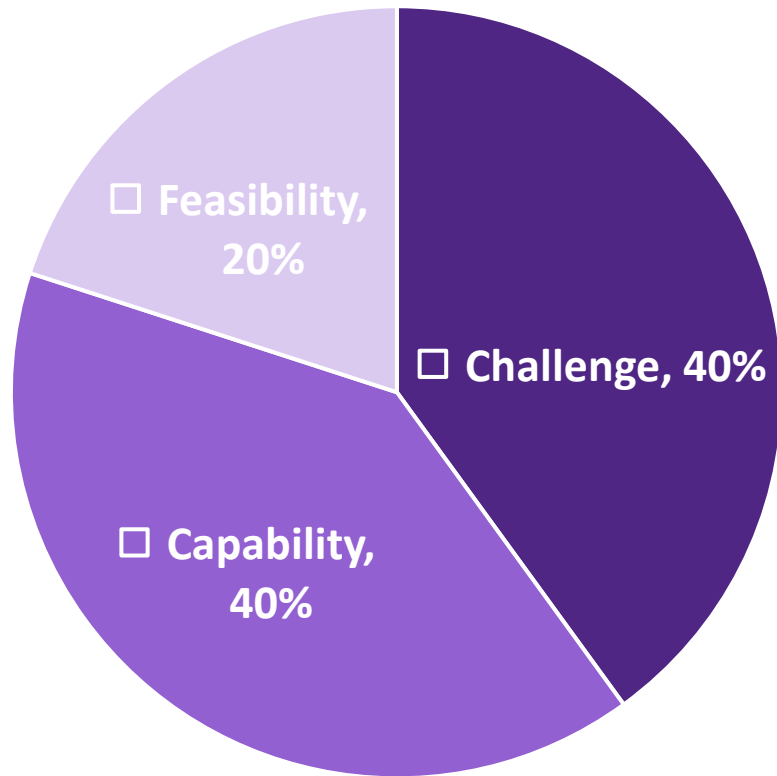
☐ Capability, 40%

Challenge (40%)
- Aim and importance of the endeavour. The 'What".
- E.g. Originality and significance.

Capability (40%)
- The expertise to succeed. The 'Who'.
- E.g. Past experience in training students, contributions, knowledge mobilization activities, etc.

Feasibility (20%)
- The plan to achieve excellence. The 'How'.
- E.g. Budget justification and timelines.

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Budget Considerations

- Works on principle of '*minimum essential funding*'
  - Be reasonable and justify proposed expenditures
  - Relate clearly to research objectives and methodology
  - Describe other sources of funding (i.e. in-kind)
- Cannot renumerate anyone on the Research Team (applicant, co-applicant, collaborators)
- Funds cannot be used for Collaborator research costs (only information exchange, planning and dissemination costs are eligible)
- Funds cannot be used to pay presenter/speaker costs
- Time release/course buy-outs not an eligible request
- Refer to: Tri-Agency Guide on Financial Administration

Success Rates
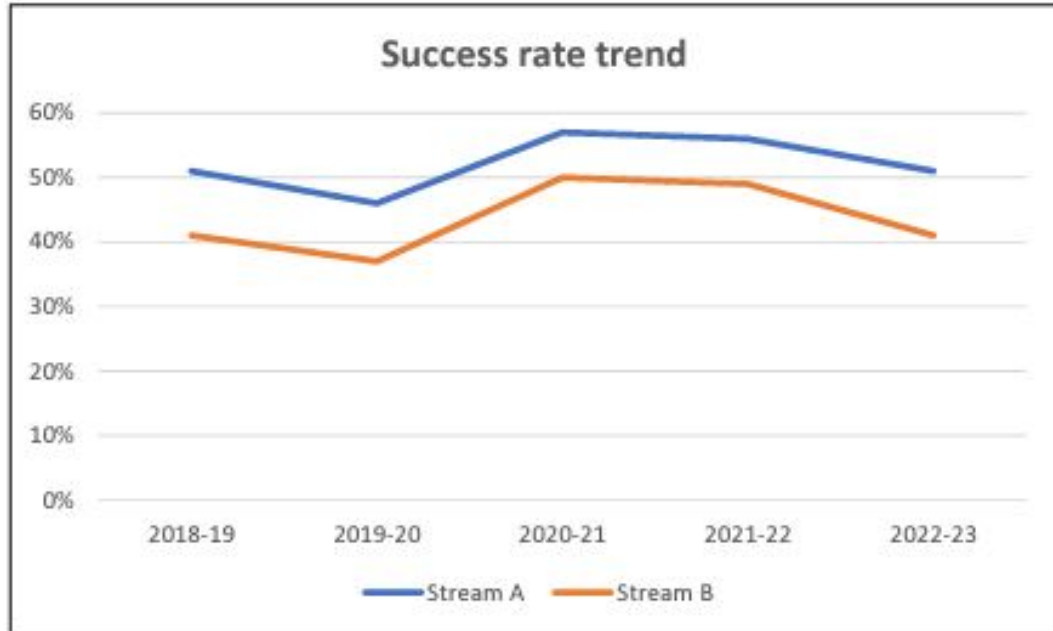
Success rate trend

Intake Year	UWO Success Rate	National Success Rate	National Average Grant
2021	60.5%	51.7%	$172,220
2022	50%	44.5%	$175,431
2023	41.9%	34.1%	$171,601

SSHRC Take-away:
- Volume of applications "up"
- Total $ request/application "up"
- SSHRC expects 2025 success rate in "mid 30% range"

Western ⚜ Research

Future CHALLENGES AREAS

IMAGINING CANADA'S FUTURE

Environment
- Living within Earth's Carrying Capacity (2019)
- The Pervasive Contamination of the "Natural"

Economy
- Working in the Digital Economy (2020)
- Global Health & Wellness for the 2? Century (2023-24)

Technology
- Humanity+
- The Evolving Bio-Age
- Balancing Risks & Benefits in the Emerging Surveillance Society

Society
- The Emerging Asocial Society (2021)
- Shifting Dynamics of Privilege and Marginalization (2023)
- Building Better Lives Across the Gender Spectrum
- Inhabiting Challenging Environments

Governance
- Envisioning Governance Systems that Work (2024)
- **The Changing Nature of Security and Conflict (2026)**

Art and Culture
- Evolving Narratives of Cultures and Histories (2024)
- **The Arts Transformed (2025)**
- **Truth Under Fire in a Post-Fact World (2027)**

Tips

- Invite team members, and have them complete tasks, EARLY/NOW.
- Do not delete outstanding team invitations to submit to ORS internal review.
- Ensure information consistency through-out the application, i.e. HQP numbers in Training section and budget.
- Make application compelling, timelines feasible, and budget for 'need' – not 'want'.
- Consider Canada's Future Challenges Area
- Ask questions early to your Research Officers, Grants Officers, and to SSHRC directly.

Resources

- UWO [Insight Grants webpage](#)
- UWO Grants Management & Services Team (contact: researchoffice@uwo.ca)
- UWO [Indigenous Research](#)
- [SSHRC Insight Grants](#) program page
- [SSHRC Insight Grants Application Instructions](#)
- [SSHRC Web-based Forms](#)
- SSHRC [Upcoming Webinars](#)

Western Research

westernu.ca/research

Christopher van den Berg

Director, Research Security

Research Security at Western

- The Research Security Team at Western is part of VPR group and reports to AVP(R) Jacquelyn Burkell.

- Oversight is managed through the Research Security Coordinating Committee (RSCC).

- Consists of a Director and a Security Officer.

ISED-Canada Research Security Policy

1. National Security Guidelines for Research Partnerships (NSGRP)

2. Policy on Sensitive Technology Research and Affiliations of Concern (STRAC)

National Security Guidelines for Research Partnerships

- Integrates national security considerations into the development, evaluation, and funding of research partnerships.

- The guidelines better position researchers, research organizations and Government funders to undertake consistent, risk-targeted due diligence of potential risks to research security.

Western Research

National Security Guidelines for Research Partnerships - Scope

- Tri-agency has <u>limited</u> the scope of application for NSGRP to the <u>Canada Biomedical Research Fund (Stage 2)</u> program within the TIPS envelope of SSHRC.

- At this time the NSGRP does not apply to any other programs administered by SSHRC.

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Policy on Sensitive Technology Research and Affiliations of Concern

The STRAC policy provides two lists that offer guidance so that researchers can determine if the policy applies to their research:

1. The list of **Sensitive Technology Research Areas** consists of advanced and emerging technologies that are important to Canadian research and development, but may also be of interest to foreign states;

2. List of **Named Research Organizations** that are connected to foreign military, national defence, or state security entities that could pose a risk to Canada's national security.

STRAC Policy - Application

- **Two Step Process:**

    - **Step one:** Determine if your research will **advance** a <u>sensitive technology research area</u> (STRA).

    - If the project **does not** fall within an STRA then the STRAC policy does not apply. If the project **does** fall within an STRA then move to step two.

    - **Step two:** Each researcher with a named role in the project is required to provide an attestation stating that they have no affiliation with and are not in receipt of funding or in-kind contributions from an NRO-listed entity.

STRAC Policy - Scope

The STRAC policy applies to the following funding opportunities in the social sciences and humanities:

- Insight Research
  - Insight Development Grants
  - Insight Grants
- Research Partnerships
  - Partnership Engage Grants
  - Partnership Development Grants
  - Partnership Grants (Stage 1 and 2)
- Specific Strategic and Joint Initiatives
  - Where the policy is referenced within the funding opportunity description
- Impact Awards

- The STRAC Policy also applies to the following funding opportunities administered by the Tri-agency Institutional Programs Secretariat (TIPS), housed at SSHRC:

- New Frontiers in Research Fund
  - Exploration
  - Transformation
  - International
  - Special Calls
- Canada Research Chairs
- Canada Excellence Research Chairs
- Canada First Research Excellence Fund

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STRAC Policy – STRA List

1. Advanced Digital Infrastructure Technology
2. Advanced Energy Technology
3. Advanced Materials and Manufacturing
4. Advanced Sensing and Surveillance
5. Advanced Weapons
6. Aerospace, Space and Satellite Technology
7. <u>Artificial Intelligence and Big Data Technology</u>
8. Human-Machine Integration
9. Life Science Technology
10. Quantum Science and Technology
11. Robotics and Autonomous Systems

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STRAC Policy – At Western

1. Both steps are integrated in the application module for the applicable funding opportunity. PDF attestation forms are uploaded into the module.

2. A ROLA question is in development which will provide a method for Western Research to track projects that carry a research security nexus. The question will be accompanied by aids that help researchers determine which, if any policies apply to their project.

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Definitions

Affiliation − Canada
Individuals are considered affiliated to any organization at which they are employed, appointed, or conduct research. In cases where individuals hold multiple affiliations, all must be considered when ensuring compliance to this policy. The policy only applies to current affiliations. Former affiliations that are no longer active are not in scope of this policy.

Funding and in-kind support − Canada
Monetary or non-monetary contributions, that include but are not limited to goods, equipment, materials and supplies, professional services, use of facilities (office space, lab access), software, technologies and databases.

Collaboration − Ontario
Scientific collaboration including but not limited to collaborations involving **co-authorship, co-publication, co-hosting of international conferences**, joint research, or joint funding recipients. This may also include more formal relationships such as a memorandum of understanding, partnership, joint venture, joint funding, joint degree/exchange program, graduate student supervision, visiting scholar, or participation in a foreign funded talent program.

Western Research

Western Supports for Researchers

1. Help to determine if your project falls within an STRA
2. Conduct risk assessments on potential project partners
3. Help develop risk mitigation plans for high-risk projects
4. Conduct due diligence for licensing agreements
5. Conduct due diligence for visiting scholars and post-doctoral appointments

Western Research

For more information

1. National Security Guidelines for Research Partnerships
2. Sensitive Technology Research and Affiliations of Concern
3. Tri-agency guidance on research security
4. Tri-agency guidance on the National Security Guidelines for Research Partnerships
5. Tri-agency guidance on the Policy on Sensitive Technology Research and Affiliations of Concern

Western Research

Contact

To request assistance with a research security file please contact:
researchsecurity@uwo.ca

Western
Research

Kristen Reilly Firth

Knowledge Mobilization & Research Impact Specialist

Dr. Kristen Reilly is the Knowledge Mobilization & Research Impact Specialist on the Inclusive Research Excellence & Impact team at Western Research.

She supports funding opportunities and oversees proposal development for knowledge mobilization, curates resources for inclusive research assessment, and manages partner engagement programs.

Knowledge Mobilization for SSHRC Insight Grants

July 24, 2024

Kristen Reilly (she/her)

Knowledge Mobilization & Research Impact Specialist

Inclusive Research Excellence & Impact Team

Western Research

What is Knowledge Mobilization (KMb)?

" Knowledge mobilization is an umbrella term encompassing a wide range of activities relating to the production and use of research results, including knowledge synthesis, dissemination, transfer, exchange, and co-creation or co-production by researchers and knowledge users.

From SSHRC's Guidelines for Effective Knowledge Mobilization (2023) "

SSHRC Insight Grant Evaluation Criteria

Challenge –
Aim & Importance
(40%)

- Originality and expected contribution to knowledge
- Lit review, theoretical framework/approach, methods
- Quality of training and mentoring
- Impact potential within and/or beyond the social sciences and humanities

Feasibility –
Plan
(20%)

- Timeline and likelihood objectives will be met
- Team expertise
- Budget, justification, cash/in kind
- Quality and appropriateness of KMb plan

Capability –
Expertise
(40%)

- Quality, quantity and significance of past experience/outputs
- Publications and other creative outputs
- Relationships with stakeholders; previous HQP experience
- Past KMb activities

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KMb Plan Instructions

Knowledge mobilization plan (mandatory)

> ⚠ **Maximum one page**

In planning your research project, consider the ways in which merit reviewers assess knowledge mobilization activities. For example, reviewers are advised to evaluate, under the Feasibility criterion, the "quality and appropriateness of knowledge mobilization plans, including effective dissemination, exchange and engagement with stakeholders within and/or beyond the research community, where applicable."

SSHRC encourages its funding recipients to disseminate research knowledge in both official languages, whenever feasible and/or appropriate.

Include a plan to increase knowledge uptake by target audiences, and anticipated outputs, outcomes and/or impacts of social sciences and humanities knowledge among various appropriate audiences or participants (academic and/or non-academic), including:

- methodologies and approaches to engage appropriate target audiences or participants, including, as applicable, diverse groups of researchers, policy-makers, business leaders, community groups, educators, media, international audiences, practitioners, decision-makers and the general public;
- timeframes or a schedule for the intended knowledge mobilization activities; and
- justifications for how the above points fit within the project's particular knowledge mobilization objectives.

KMb: Outputs, Outcomes, Impacts

Outputs
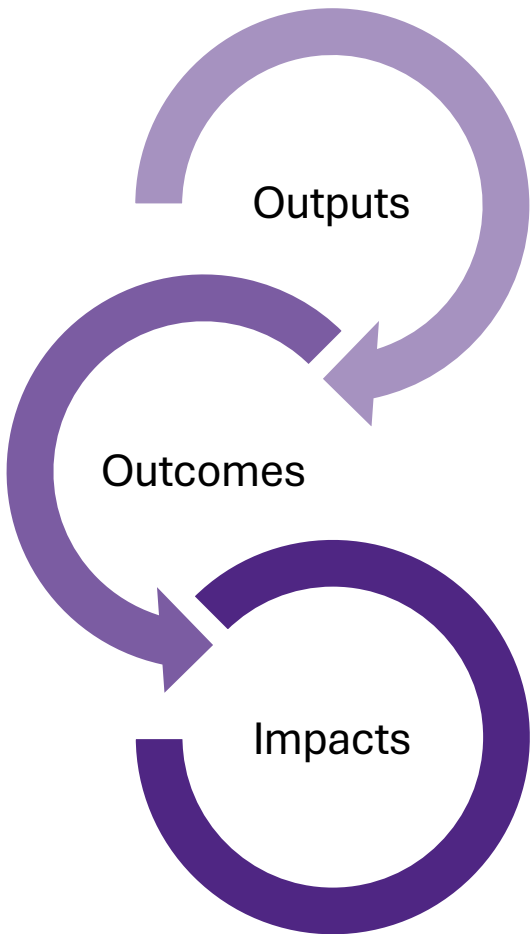
The format knowledge takes to be shared with audiences, short-term deliverables produced by research, often quantifiable.
Examples: # of publications, new data sets, # of event attendees, # of webinars held, # new knowledge users engaged etc.

# of bed-nets delivered
# of community meetings held

Outcomes

The difference or change made by sharing the outputs, short-to-medium term results, sometimes difficult to measure.
Examples: policies developed, HQP trained, new methodologies, greater knowledge/awareness

Reduced incidence of malaria

Impacts

The long-term effects of outcome, broader and slower to achieve, indirect (depend on influences and factors beyond the outcomes)
Examples: quality of life, community cohesion, economic performance

Improved school attendance
Greater sense of wellbeing

Building your KMb plan

The **KMb Plan** describes the specific, intentional, and targeted activities that you will use to facilitate the reciprocal flow and exchange of research knowledge.

The **Expected Outcomes** outline the outcomes and benefits of your research, which are enabled by your KMb Plan

Building your KMb plan

Research → **KNOWLEDGE MOBILIZATION** → Impact

A strong plan:
- Sets knowledge mobilization goals that connect your research to the expected outcomes
- Identifies the audiences for each goal
- Proposes outputs and strategies that are tailored to each audience
- Allocate appropriate HQP, resources, and budget
- Outlines a feasible timelines
- Embeds evaluation metrics to understand if goals are reached

WHY?WHO?   WHAT?   HOW?   WHEN?

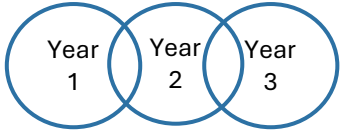|	
WHY does this matter?	**Summarize the anticipated outcomes and impacts to underscore the significance of your research.** Think about what you hope the audience will do with this knowledge. What would be the ultimate benefits to society, culture, environment, health etc.?
WHO are you trying to reach?	**Describe specific audience(s) you will target and why.** Groups to consider: Academic, Government, Professional associations, Non-governmental organizations, Public, Businesses/industry etc.
WHAT findings will you share and in what form?	**Detail the research findings you will share and the outputs you will use to relay this information to each audience.** Each audience should have one or more outputs tailored for them. An effective plan will involve multiple audiences and multiple outputs. Examples of outputs: (1) **Products**: websites, executive summaries, datasets, videos, toolkits, journal articles, book chapters, policy briefs, podcasts, fact sheets, literature reviews, methodologies, reports (2) **Events**: conference presentations, panels, webinars, stakeholder meetings, workshops, training sessions, exhibitions, performances, guest lectures, educational outreach activities (3) **Media**: social media, traditional media, list-servs, communities of practice (4) **Commercial**: patents, licenses, spin-out companies, product development
HOW will you get outputs to the audience?	**Describe how you will consider the context and needs of your knowledge user and outline what resources and/or expertise you will access to ensure the outputs reach and are taken up by the audience**. Consider where/who your target audience gets their information from. Build in strategies to measure uptake and impact (e.g., social media analytics, # of downloads, # of attendees etc.)
WHEN will it happen?	**Include a feasible timeline for completing your KMb plan** that describes when each KMb activity will occur and at what point in the research process.

Building your KMb Plan

Single narrative integrating all pieces

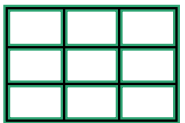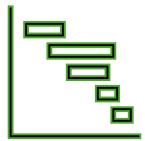By audience or knowledge user

By project year

Table outlining audience, timeline, KMb strategies, goals

GANTT chart (horizontal bar chart showing project tasks by month or year)

Strong applications weave KMb throughout the application.

Application section	KMb Considerations
Summary of proposal	• Emphasize outcomes and potential impact ('so what?') • Highlight co-creation and collaboration (if applicable)
Detailed description	• Describe KMb approach and methodology described (eg., co-creation) • Involvement of collaborators, partners, knowledge users described • Include KMb activities in project timeline • Outputs described, outcomes and impact reiterated
Expected outcomes	• Ensure each outcome listed has corresponding KMb strategies
Research team, previous output and student training	• Involve HQP in KMb activities and provide opportunities for KMb training and/or new skills/experience • Describe the team's roles, responsibilities, and expertise for KMb
Budget & Budget justification	• Allocate sufficient funds for KMb activities and expenses • Follow university, faculty, and grant requirements for hiring, contracting, and eligible expenses
Research contributions	• Connect contributions (outputs) to broader impacts and outcomes • Establish track record of KMb activities and successes

Tips

Build on existing partnerships and experience. Increases feasibility of your plan and demonstrates commitment to uptake of knowledge.

Highlight areas of co-production and co-creation. This increases relevance of your research and increases the likelihood for impact.

Integrate EDI principles. For example, describe how your activities will be created with the language, reading level, and accessibility needs of your knowledge users in mind, identify ways to respect limited resources and competing demands of partners/knowledge users; plan for training and other learning your team needs to do before engaging in these KT activities; describe who will own, control, and have access to data housed in your KT outputs etc.

Be clear and specific. Show that you have a well-thought out, detailed, and creative plan, not a generic or vague one. For example, which policymakers do you plan to engage, specifically? How many attendees are expected at the conference, and from what field(s)? How often will you post on social media? What platform(s), account(s) and hashtag(s) will you use and why?

Get additional support

Western Research Resources:

- **Knowledge Exchange & EDI Tool** (uwo.ca/research/services/kex/tools)
- **KMb for Insight Grants Guide** (uwo.ca/research/services/kex/tools)

Other Resources:

- **Research & Scholarly Communication Support from Western Libraries** (lib.uwo.ca/contact/departments/research.html)
- **Research Impact Canada Module, Guides and Tools** (researchimpact.ca/resources)
- **SSHRC Guidelines for Effective Knowledge Mobilization** (sshrc-crsh.gc.ca/funding-financement/policies-politiques/knowledge_mobilisation-mobilisation_des_connaissances-eng.aspx)

Kristen Reilly (she/her) | kreill2@uwo.ca
Knowledge Mobilization & Research Impact Specialist
Inclusive Research Excellence & Impact Team

Request a consultation about KMb, EDID, and/or Indigenous research here:

Western 🍁 Research

Immaculate Namukasa

Professor, Faculty of Education

Dr. Immaculate K. Namukasa is a Curriculum and Pedagogy Professor and academic leader (Associate Dean) in Education. She has edited journals and special issues in mathematics and STEM education and created open-source digital resources to mobilize her research. As a Canadian Researcher, she is grateful for the funding support for research and outreach, for collaboration with other university and external researchers, and the participation in research projects by the interns, assistants, associates and fellows on her research team. Her outreach, research and volunteer work give her access to various spaces where she interacts with children, youth, families, professionals and policymakers, in formal and informal educational settings. Based on this work, she was in 2017 named a distinguished teaching fellow by the university's Center for Teaching and Learning, and in 2022 an Amazing Human of Thames Valley by a school board in the area. Professor Namukasa has served on more than 20 committees, task forces and advisory boards at the university and in the community. Previously she served as a Program Chair in Education. She joined Western University in 2004, after obtaining her doctorate at the University of Alberta. Her earlier education and professional practice were in Africa.

Presentation Outline

- **Strong application:** Funded proposals

- **Common challenges:** Peer Review Experience

- **Criterion and sub-criterion:** SSHRC information on evaluation and merit review

- **Achieving a strong application with no common challenges**
    - People's contributions to process and product
    - Institutional support at Western!
    - Time – the final polished project
    - Other – e.g., the portrait or form beyond the content
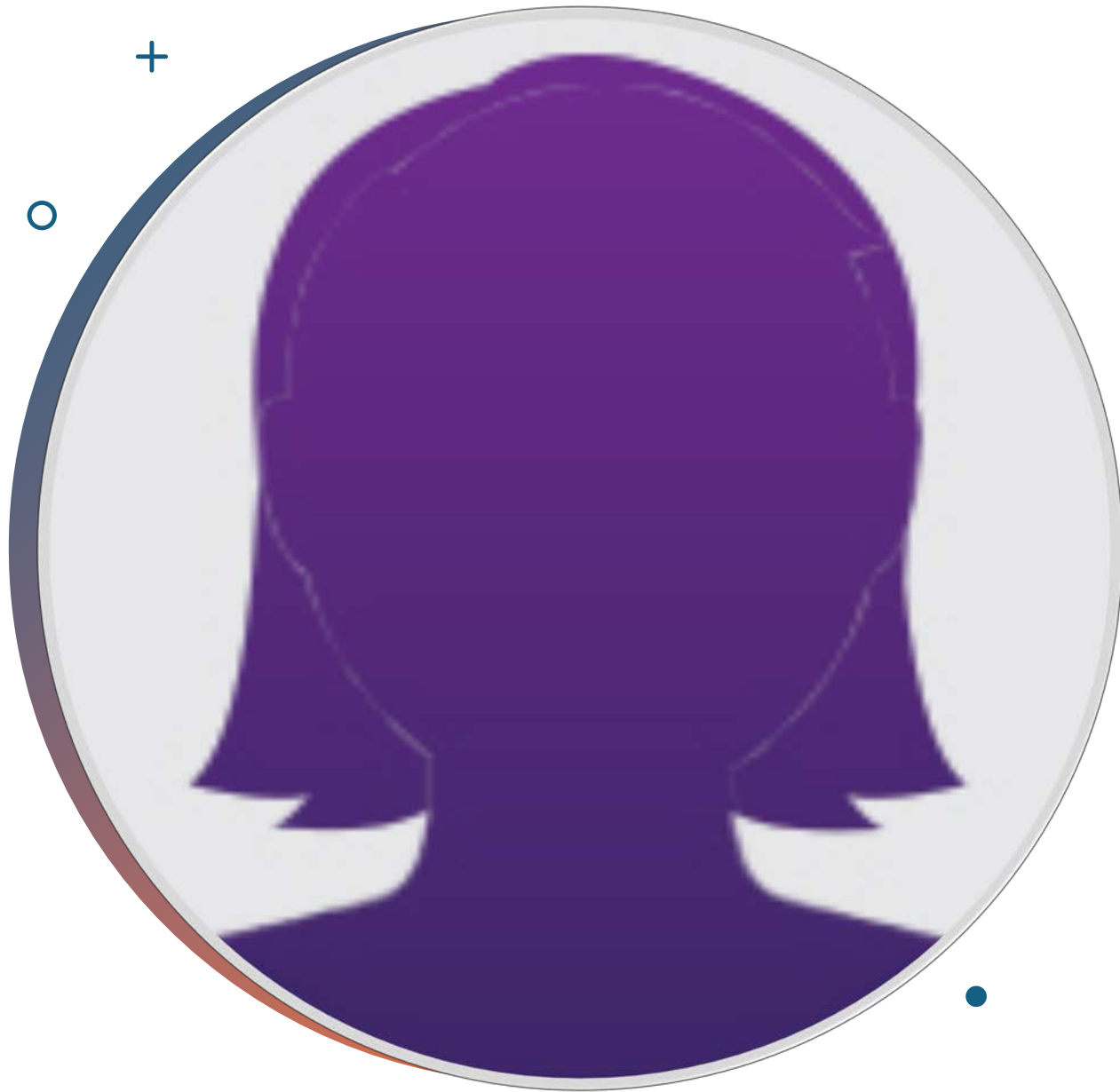
Joanna Andrejkow

Assistant Professor, Faculty of Social Sciences