

CRISS – Council for Research in Social Sciences

OBJECTIVES

- A body housed in the Office of the Dean, Faculty of Social Science to advance research and scholarship through grants awarded to faculty in peer-reviewed transparent processes regulated by faculty members. Grant proposals may be for either research advancement or to support events. Funding support is in the form of an annual amount for the budget year (May to April) provided by Office of the Dean, Faculty of Social Sciences.

ACTIVITIES: TRI-ANNUAL CALLS FOR RESEARCH AND EVENT PROPOSALS

- The intention of each call is to provide funding for projects that contribute to and advance research and scholarship in the Faculty of Social Sciences, in broad terms.
- Two types of awards: research and events.
- Conference travel funds will not be granted by CRISS.
- Maximum funding request per award type is \$2,000. All budget items must follow the Tri-Council Guidelines.
- Successful applicants can receive no more than \$2,000 in total per budget year (May-April) per award type. Due to excess demand for funding, the maximum award amount is not guaranteed.
- Successful applicants are ineligible to apply for a second year of funding for a previously funded research project.

1. FALL COMPETITION: October 1
2. WINTER COMPETITION: February 1
3. SPRING COMPETITION: May 1

Deadlines for receipt of applications are: 12 noon on the first business day on or after the dates noted above. The specific dates will be announced on the website prior to each competition and in the call for proposals.

MEMBERSHIP OF ADJUDICATION COMMITTEE

- Associate Dean of Graduate Studies and Research
- 3 Faculty Members Nominated by members at large in the Faculty of Social Sciences, serving a two-year, staggered term
- One alternative faculty member, available as needed to replace a member of the adjudication committee since members of the adjudication committee may not apply for funding in a competition they are adjudicating (an alternative may step in for that particular competition)
- Administrative Support Professional – Jo Stewart (approx 8 hours per week)

APPLICATION REQUIREMENTS AND REGULATIONS

- All funding proposals must be submitted via the award application pages on the CRISS web page (<http://www.brocku.ca/social-sciences/information-for-faculty/council-for-research-in-the-so-2>).
- **Each type of application requires:**
 - Description of the proposed research/event detailing the nature of the request, including how it contributes to and advances research and scholarship. (350 word maximum)
 - Detailed budget request and justification. Applicants must follow the Brock University Department of Human Resources guidelines for hiring part-time employees when determining wage rates.
 - Information about other research/scholarship grants currently held and/or applied for
 - A current C.V, preferably in SSHRC/NSERC Common CV format.
 - Successful applicants in previous CRISS competitions will be required to format their CVs into SSHRC/NSERC common CV format.
 - Recipients of research or event awards must provide a 150-word description of how their funded project advanced research and scholarship in the Faculty of Social Sciences on future applications.
- **Research awards** will be made to individual faculty members or groups of faculty members.
 - Funds may be requested in order to support research/scholarship projects.
 - Examples of projects that might be considered include, but are not confined to: seed monies for external grant applications (such as SSHRC), book indexing, research-related travel, hiring research assistance.
 - Research awards are open to all BUFA members appointed to the Faculty of Social Sciences.
 - Award holders must spend their award within two years from the specific call date.
 - All research awards left unspent after two years from the specific call date will be returned to the CRISS research account.
 - Applicants must provide a one-paragraph description of the project suitable for a lay population and for media distribution.
- **Event awards** are open to all faculty members, departments and centres/institutes housed in the Faculty of Social Sciences.
 - The primary applicant must be a member of the Faculty of Social Sciences.

- Funds may be requested to support speakers, conferences, workshops, or other events that help to gather and/or disseminate knowledge.
- Events should normally take place within one year of the call date.
- Award winners must fund the event and then submit to Jo Stewart any spending documentation related to the event within three months of its completion. A transfer of funds will be arranged for monies spent up to the maximum award granted.
- Events that may include an open invitation to the public must provide a one-paragraph description of the event suitable for a lay population and for media distribution.

Please contact the current Associate Dean of Graduate Studies and Research and/or Jo Stewart (jstewart@brocku.ca) if you have any questions about CRISS, including the application procedure.

Revised: December 3, 2013