Guidelines for Institutional Applications to the Social Sciences and Humanities Research Council (SSHRC) Connection Grant Program

Unit(s) Responsible: Office of the Vice-President Research & Innovation (VPRI)  
Office of Research Services (ORS)

Effective Date: February 2013

Purpose
- To outline the criteria under which York University will submit a SSHRC Connection grant application as an institutional, rather than individual, request for funding.
- To describe the internal process for seeking approval for institutional SSHRC Connection grant applications.

Preamble
The Office of the Vice-President Research & Innovation is the sole signing authority on York University applications for external research funding and partnerships within application for external research funding. All York institutional applications must be signed off on by VPRI before they can be provided to parties outside of York University.

Definitions
Connection Grants support events and outreach activities geared toward short-term, targeted knowledge mobilization initiatives. These events and activities represent opportunities to exchange knowledge and to engage on research issues of value to those participating. Events and outreach activities funded by a Connection Grant may often serve as a first step toward more comprehensive and longer-term projects potentially eligible for funding through other SSHRC funding opportunities.

Institutional Connection Grants applications may be submitted by an institution to conduct an event or outreach activity, or series thereof, in order to attain strategic objectives relevant to the institution’s mission and mandate. Applications must be submitted by an eligible Canadian institution. The project director identified by the institution prepares the application on behalf of his/her institution (the applicant), and is responsible for the overall leadership of the project.

Guidelines for meeting institutional applications to the SSHRC Connection program
- There is an expectation that the proposed activities will be of specific benefit to one or more York Universities units (departments, divisions, ORUs, etc.).
- There is an expectation that the proposed activities will align with the Strategic Research Plan and/or University Academic Plan.
- There must be a lead York faculty member for the Connection application and activities and the project should include multiple researchers from the institution.
- There is an expectation that University resources will be required in order to carry out the project (e.g., space, particular programs, ORU networks, staff time, student support, etc.), where appropriate.
- Participation in the project is expected to be at the unit level (department, ORU, etc.) and must be signed off on by an appropriate signing authority.
Process
Researchers or administrators involved in SSHRC Connection grant applications must contact VPRI if they wish to submit a proposal under the institutional category.

All requests for institutional submissions must be made at least 20 business days before the anticipated submission date if no other deadlines apply.

Researchers and/or administrators will work with ORS staff to ensure the application meets institutional criteria, to confirm in-kind and/or cash resources, and to prepare the necessary documentation.

Requests for institutional applications must be submitted with a plan for any required cash and/or in-kind contributions. This plan will have to be confirmed in writing by the relevant contributor before the application is submitted to the funder.

Contacts

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