

Research GPS *Kickoff* Summer 2024

Research Commons

APRIL 9, 2024

YORK 





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A photograph of a building facade covered in wisteria flowers. The wisteria is in full bloom, with numerous long, hanging clusters of small purple flowers. The building has a light-colored, possibly stone or concrete, exterior. The text is overlaid on the left side of the image.

Message from Jennifer
Steeves, Associate
Vice-President
Research

A photograph of a modern building with a courtyard. The building features concrete balconies and large windows. In the foreground, there is a large, colorful sculpture consisting of several overlapping, curved bands in shades of yellow, blue, green, and purple. The scene is brightly lit, suggesting a sunny day.

Overview

About
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Overview - About

- Research GPS (Grant Proposal Support) offers a personalized approach to help hone grant development skills and turn research ideas into written proposals ready for submission
- Professors are matched with a GPS Specialist for one-on-one support, receive feedback from Peer Reviewers, and will also work with their Faculty Research Officer for technical and budget support
- The program is designed for **new grant applications and resubmissions**
- Visit our website for more information: yorku.ca/researchcommons/research-gps/



Overview – Funding Programs Supported

› **Summer 2024 session** (*registration opens April 9th*)

- Begins in May - for Fall 2024 grant deadlines:
 - SSHRC Insight Grant
 - SSHRC Partnership Development Grant
 - CIHR Project Grant
 - NSERC Discovery Grant

› **Fall 2024 session** (*registration opens in July*)

- Begins in August – for Winter/Spring 2025 grant deadlines:
 - SSHRC Insight Development Grant
 - CIHR Project Grant
 - NSERC Alliance Grant (< \$750k)

Overview – Participation Specifications

Priority groups

- Priority will be given to:
 - Early career researchers and researchers transitioning to mid-career
 - Researchers who have not held a Tri-Council grant in five or more years
 - Researchers submitting to one of the Tri-Councils for the first time
- Researchers who fit the priority criteria will be offered up to 20 hours of GPS Specialist time, funded by Research Commons

Non-priority groups

- Researchers who do not fit the priority criteria (i.e., established researchers) can participate as part of a *self-funded option*:
 - Specialist time is not funded by Research Commons
 - Research Commons will process contracts and pay invoices as usual, then researcher journals funds to recover up to 20 hours of GPS Specialist time at the end of the Research GPS session, before December 2024

Participant caps

- 45 fully funded participants
- 10 self-funded participants

Overview – Participation Specifications – cont'd

Newly hired faculty members

- Faculty Research Officers may reach out to newly hired faculty members (i.e., start on July 1, 2024) to gauge their interest
- New faculty members must register before the closing date (May 6) and complete the same registration form, with support from their Faculty Research Officer
 - If the new faculty member does not yet have a PPY, the Research Officer must provide their own York email address on the registration form for communication purposes
- A spot will be reserved for the new faculty member, and they will have a later launch date (July 2) with a condensed timeline for grant proposal development
- In advance of the (delayed) launch date, all communications to the new faculty member will be facilitated by the Faculty Research Officer

Overview - Adjudication

- Eligibility is limited to the four funding programs supported by the Summer Research GPS session.
- Applicants for the fully funded option will be assessed based on the priority criteria
 - The registration form includes a question to indicate whether you fit a priority group or not
- All eligible applicants will be accepted into the fully funded option and the self-funded option on a **first come first served basis**

An aerial photograph of a large, modern university building complex. The main building is a long, multi-story structure with a central section featuring a prominent circular tower with a green, conical roof. In front of the building is a large, paved courtyard with a central flagpole flying a red flag. The foreground is dominated by a large, well-maintained green lawn. The sky is blue with scattered white clouds. The entire image is framed by a solid red border.

Supports Offered

Information Sessions

GPS Specialists

Peer Reviewers

Supports Offered – Information Sessions

- Research Commons, in collaboration with relevant Faculties, will host information sessions on each of the four grants supported by the Research GPS program
- Faculty Research Officers will provide an overview of the application process, and past award recipients will share their tips and tricks for developing a successful application
- Information sessions will be held between May and June and are **open to all faculty and research staff**

Grant	Info Session Date	Details
SSHRC Partnership Development Grant (<i>visit website to register</i>)	Wednesday, May 22, 2024 10:00 am - 12:00 pm	Led by LA&PS
SSHRC Insight Grant	TBD (Mid- to Late May)	In partnership with LA&PS
NSERC Discovery Grant	TBD (Early June)	TBD
CIHR Project Grant	TBD (Mid-June)	TBD

Supports Offered – GPS Specialists

- GPS Specialist are experienced grant writers and/or editors with knowledge and expertise of the relevant Tri-Council funding program
- Researchers will match with a GPS Specialist for *intensive one-on-one coaching*
 - Hold regular consultations with your Specialist to receive guidance and editing support, and work together to integrate feedback from Peer Reviewers
 - Coordinate your proposal development with their Faculty Research Officer, who can also provide technical review and budget support
 - Meet in person or virtually, or communicate by email
 - Note: It is the researcher's responsibility to organize meetings and initiate communications with their GPS Specialist and Faculty RO
- Each researcher is offered **up to 20 hours** of one-on-one consultation time with a GPS Specialist
 - Specialists will report their hours to Research Commons, and Research Commons will track total consultation time
- Researchers match with GPS Specialists and their hours are funded by Research Commons
 - Matching with a Specialist (i.e., selecting a Specialist and confirming their availability) is part of the registration process
 - Research Commons provides a list of qualified grant development specialists who have supported the program in past years

Supports Offered – GPS Specialists – cont'd

Matching with a GPS Specialist who is *on the Research Commons list provided*

- Matching with a GPS Specialist involves **confirming their interest and availability** to support your proposal
- Suggested matching process:
 - Send them your project concept note (which you will also upload to the registration form)
 - Ensure they are aware of the [Proposal Development & Submissions Timeline](#)
 - Confirm they are available to dedicate up to 20 hours of consultation time
 - Get a sense of the Specialist's expertise, consultation style, and preferred format for working (in-person, virtually, or by email) to ensure that they align with your needs and goals
 - When you have reached an agreement, include the name and contact information of the Specialist on your registration form
- After you submit the registration form and your participation has been confirmed, Research Commons will contact your GPS Specialist to process their contract
- Throughout the Research GPS program, Research Commons will pay the Specialist's monthly invoices and track their consultation hours (fully funded by Research Commons, up to 20 hours)

Supports Offered – GPS Specialists – cont'd

Hiring a GPS Specialist who is *not on the list provided*

- Email Research Commons at rescom@yorku.ca with their name and contact information by Monday, April 22, 2024, **prior to confirming their availability**
- Research Commons will first contact the Specialist to communicate details about the program, including information on contracts, invoicing, and compensation
 - NOTE: Specialists on the Research Commons list are already aware of the Research GPS program and compensation provided
- Once they are agreeable, Research Commons will email you to confirm you can proceed with the matching process, as detailed on the previous slide

Supports Offered – Peer Reviewers

- Peer Reviewers are internal or external researchers who *do not* need to be arms-length to the participant
- The peer review process is facilitated by Research Commons, meaning researchers typically have no direct contact with Peer Reviewers

Peer Review Process

- You provide a list of five suggested Peer Reviewers as part of your registration, and Research Commons aims to secure **two**
 - Research Commons will send prospective Peer Reviewers your project concept note
 - Once they have confirmed their availability, Research Commons will provide you a finalized timeline for your peer review process
- Approximately 30 working days prior to the Faculty review deadline, you send the following to Research Commons to be forwarded to the Peer Reviewers:
 - Proposal draft as a single Word document (budget not required)
 - CV (if the funding agency for your grant requires a CCV as part of the application, send a CCV in place of a CV)
- The turnaround time for peer review is typically 20 working days
 - Reviewers will make comments on your draft proposal document and fill out an evaluation rubric that is adapted from the grant agency's evaluation guidelines
- You will integrate the Peer Reviewers' feedback in consultation with your Specialist

A large, grey, rounded rock sits on a bed of smaller grey stones on a green lawn. The rock has the word 'YORK' in red capital letters above a large red 'U'. In the background, there are trees with yellow and green leaves, a paved path, and a modern building under a bright blue sky with scattered white clouds.

Milestones

Program Launch Timeline

Proposal Development & Submissions Timeline

Grant Submission Deadlines

Milestones – Program Launch Timeline

Task	Date(s)
Registration opens	Tuesday, April 9, 2024, 1:00 pm
Coordinate with Faculty RO	Before registration closes on Monday, May 6, 2024
Registration closes	Monday, May 6, 2024, 11:59 pm
Receive welcome email	Thursday, May 9, 2024
Confirm participation	Monday, May 13, 2024
Research GPS launches	Tuesday, May 21, 2024 (<i>Tuesday, July 2, 2024, for newly hired faculty</i>)
Attend Grant Information Session	May – June 2024

Milestones - Proposal Development & Submissions Timeline

Task	Date(s)
Meet with GPS Specialist and Faculty RO for orientation and workplan	Shortly after launch date of Tuesday, May 21, 2024 (<i>Shortly after launch date of Tuesday, July 2, 2024, for newly hired faculty</i>)
Hold regular consultations with GPS Specialist	Late May to Fall 2024 (<i>July to Fall 2024 for newly hired faculty</i>)
Check in monthly with Faculty RO (with GPS Specialist)	Monthly (suggested), late May to Fall 2024 (<i>July to Fall 2024 for newly hired faculty</i>)
Submit draft proposal for peer review (<i>single Word document</i>), along with CV	Typically 30 working days prior to Faculty review deadline
Integrate Peer Reviewers' feedback with GPS Specialist	Typically 1 week prior to Faculty review deadline
Review final proposal and budget	Typically 1 week prior to Faculty review deadline
Submit final proposal to ORS	ORS deadline
Fill out evaluation survey	1-2 weeks after ORS deadline

Milestones – Grant Submission Deadlines

Grant	Peer Review Deadline	Faculty Review Deadline	ORS Deadline	Agency Deadline
SSHRC IG	Early to Mid-August (<i>Early August for LA&PS members requesting course release</i>)	Mid-September (<i>Early September for LA&PS members requesting course release</i>)	October 1, 2024, 10:00 am	October 1, 2024
SSHRC PDG	Early to Mid-September	Mid-October	10 working days before SSHRC deadline for full technical review; 2 working days before SSHRC deadline for mandatory review	TBD (Around November 15, 2024)
NSERC DG	Early to Mid-September	Mid-October	November 1, 2024, 10:00 am	November 1, 2024
CIHR PG	Mid- to Late July	Late August	TBD (Around September 13, 2024, 10:00 am)	TBD (Around September 13, 2024)

- The submission deadline for Peer Review is typically 30 working days prior to the Faculty Review deadline
- ORS *does not* provide technical reviews of SSHRC IG, NSERC DG, and CIHR PG applications (other than ensuring the ORS checklist is properly signed)
- ORS *does* provide technical reviews of SSHRC PDG applications (if submitted by the ORS deadline)



Registration

Registration

- Registration for the Summer 2024 session will open on **Tuesday, April 9, 2024, at 1:00 pm**
 - Visit our website after the *Kickoff*: yorku.ca/researchcommons/research-gps/registration/
- The deadline for registering is **Monday, May 6, 2024, at 11:59 pm**
- Stay tuned for the Fall 2024 session, to be launched in August

Registration Form Sections

- Participation Information
 - Provide contact information and other details that will be used for anonymous reporting and will inform future sessions of Research GPS
- Supporting Documentation
 - Upload a project concept note (500 words max): a lay summary of your research proposal, including your research objectives and proposed methodology
- GPS Specialist
 - Indicate that you selected and confirmed the availability of your GPS Specialist and provide their contact information
- Peer Reviewers
 - Provide contact information of five suggested Peer Reviewers

Contact Information

A wide-angle photograph of a modern building with a curved, white roof and large glass windows, situated behind a large green lawn under a blue sky with scattered white clouds. The text "Contact Information" is overlaid in white on the left side of the image.

Contact Information

- For questions about Research GPS, contact Research Commons: rescom@yorku.ca
- For questions specific to your Faculty or grant, contact your Faculty Research Officer:

Faculty	Research Officer(s)	Email(s)
Arts, Media, Performance & Design	Aimee Mitchell	aimee19@yorku.ca
Education	Dafna Knittel-Keren	dkeren@edu.yorku.ca
Environmental & Urban Change	Rhoda Reyes	rreyes@yorku.ca
Glendon College	Prisca Ng	ngprisca@glendon.yorku.ca
Health	Tasnuva Hasan	hasant@yorku.ca
Lassonde School of Engineering	Ross Alexander Arnold Soma Tripathi	rarnold@yorku.ca dnasoma@yorku.ca
Liberal Arts & Professional Studies	Leeann Bennet Beatriz Franco-Arellano Emma Paszat Shana Shubs	leeann3@yorku.ca bfrancoa@yorku.ca paszate@yorku.ca shanays@yorku.ca
Osgoode Hall Law School	Laurie Cormack	researchofficer@osgoode.yorku.ca
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Questions?

