



**UW/SSHRC Exchange Grant #3  
Knowledge Mobilization Activity  
APPLICATION FORM**

**OFFICE OF RESEARCH**  
519-888-4567  
uwaterloo.ca/research

**Applicant Details**

Name: \_\_\_\_\_ Email: \_\_\_\_\_  
 Department/School: \_\_\_\_\_ Faculty: \_\_\_\_\_  
 Scholar Type: (See [SSHRC definition](#))      Established Researcher      Early Career Researcher  
 Specify the nature of your appointment:      Tenured      Tenure-track

<b>Activity Title:</b>			
<b>Will funds from this award be used for a new or existing project leading to a SSHRC application?</b>			Yes No
Rationale:			
<b>Will funds from this award be used as matching funds on a new or existing SSHRC project?</b>			Yes No
Rationale:			
<b>If applicable, provide the date and funding stream of your <u>last</u> external SSHRC application (e.g. Insight Grant, 2015)</b>			
Was it successful?	Yes	No	
<b>Provide the date and funding stream of your <u>next</u> external SSHRC application (e.g. Insight Grant, 2019)</b>			
<b>Do you currently hold SSHRC or other external funding?</b>			Yes No
If yes, please explain:			

Please fill in the chart below for all **internal** support obtained or applied for in the past 5 years:

Project Title	Sponsor	Award Year	\$ Awarded
<b>TOTAL</b>			



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Please provide a ½ page summary of your proposed knowledge mobilization activity in the space below. It should be written in non-technical terms and be clearly understood by scholars with varied areas of expertise (i.e. minimal academic terminology and reference to methodology). You should clearly indicate:

1. A brief description of the activity
2. The objectives and overall goal of the activity
3. The wider potential benefit of the activity



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<b>Personnel Costs</b>	Undergraduate Students	
	Masters Students	
	Doctoral Students	
	Other Personnel	
	<i>Subtotal</i>	
<b>Travel Expenses</b>	Canadian Travel	
	Foreign Travel	
	<i>Subtotal</i>	
<b>Other Expenses</b>	Professional/technical services	
	Hardware	
	Supplies	
	Other	
	<i>Subtotal</i>	
(Please round to nearest dollar)	<b><i>TOTAL funds requested</i></b>	

**Append Detailed Description of Proposal** (3 pages maximum) and if applicable, **List of References** (1 page maximum). Combine appended documents with application into one PDF. Applications not submitted as a single PDF will be returned.

In your detailed description, avoid jargon, acronyms, and high technical terms. Using the following headings, describe the activity with enough detail to allow informed assessment by qualified assessors.

1. Objectives
  - Provide a statement regarding the overall goal and specific objectives of the endeavor
2. Context
  - Explain the importance, originality, and anticipated contributions of the knowledge mobilization activity
  - Describe the intended audience(s) of the activity
  - Explain why it is important to connect with the audience(s)
3. Methodology
  - Describe the proposed research strategies and key activities, including methodological approaches, which will be used to achieve the stated objectives
  - Justify the choice of methodology and explain the specific instruments or procedures to be used
  - Provide a timeline

**Application Checklist**

**E-COPY:** Submit appended documents with application as one PDF to Secretary, UW/SSHRC Grants Review Committee via [uwsshrc@uwaterloo.ca](mailto:uwsshrc@uwaterloo.ca). Applications not submitted in this format will be rejected.

- |   |   |
|---|---|
| Completed UW/SSHRC application form               | SSHRC CV with research contribution attachments or Canadian Common CV |
| Detailed description and reference list (4 pages) |   |
| Budget justification (1 page)                     |   |

**HARD COPY:**

Signed and completed [Office of Research Cover Sheet](#) (sent to UW/SSHRC Secretary, East Campus 5)