



**UW/SSHRC Exchange Grant 2
Conference/Workshop Support
APPLICATION FORM**

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

Applicant Details

Name:

Email:

Department/School:

Faculty:

/AFIW:

Scholar Type: (See SSHRC definition) Specify the nature of your appointment:	Established Researcher	Emerging Researcher
	Tenured	Tenure-track Definite Term

Event Title:	
---------------------	--

Start Date:		End Date:	
-------------	--	-----------	--

How will funds from this award be used for a new or existing project leading to a SSHRC application?
Please note that these funds cannot be used as matching on a SSHRC application.

--

If applicable, provide the date and funding stream of your last external SSHRC application (e.g. Insight Grant, year)	
------------------------------------------------------------------------------------------------------------------------------	--

Was it successful?	Yes	No
--------------------	-----	----

Provide the date and funding stream of your next external SSHRC application (e.g. Insight Grant, year)

--

Do you currently hold SSHRC or other external funding?	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
TOTAL			

All questions regarding the UW/SSHRC Grants competition should be directed to uwsshrc@uwaterloo.ca



**UW/SSHRC Exchange Grant 2
Conference/Workshop Support
APPLICATION FORM**

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

Please provide a ½ page summary of your proposed event 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 event
2. The objectives and overall goal of the event
3. The wider potential benefit of the event and the benefit to UWaterloo



**UW/SSHRC Exchange Grant 2
Conference/Workshop Support
APPLICATION FORM**

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

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

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 event

2. Context

- Outline the proposed draft program or agenda
- Describe the research you will be disseminating, transferring, exchanging, or mobilizing
- Identify and justify your main audience(s) (e.g. scholars, practitioners, etc.)

3. Methodology

- Provide details with justification on how all activities can be undertaken within one year

Application Checklist

Submit appended documents with application as **one PDF** to Secretary, UW/SSHRC Grants Review Committee via uwsshrc@uwaterloo.ca. Applications not submitted in this format will be rejected.

Completed UW/SSHRC application form

Detailed description and reference list (3+1 pages)

Budget justification (1 page)

SSHRC CV with research contribution attachments or Canadian Common CV

SUBMITTED SEPARATELY:

Office of Research [Electronic Cover Sheet for Sponsored Research Activities](#)