

Name:	
Department/School:	Faculty/AFIW:
Scholar Type: (see SSHRC definition)	☐ Established Researcher ☐ Emerging Researcher
Specify the nature of your appointment:	☐ Tenured ☐ Tenure-track ☐ Definite term
If applicable, provide the type and date of your last external SSHRC application (e.g. Insight Grant, year)	Was it successful? ☐ Yes ☐ No ☐ Result pending
Provide the type and date of your planned external SSHRC application (e.g. Insight Grant, year) or other Social Sciences or Humanities funding. If none, explain.	

List all **internal** support obtained in the past 5 years:

Project Title	Sponsor	Award Year	\$ Awarded
TOTAL			\$ 0

Project Title:
Will these HSS Endowment funds be used as matching funds on a SSHRC Grant? ☐ Yes ☐ No
Describe how these HSS Endowment funds will be used for a new or existing project leading to a SSHRC application or other social sciences or humanities funding.

Do you currently hold SSHRC or other external funding?

☐

Yes

☐

No

If yes, identify the funding and briefly explain how the proposed project builds upon or differs from your funded research program, including whether those funds can support the activities for which HSS Endowment funding is requested.

Enter the funds requested (rounded to nearest dollar)

Personnel Costs	Undergraduate Students	
	Masters Students	
	Doctoral Students	
	Other Personnel	
	<i>Subtotal</i>	\$ 0
Travel Expenses	Canadian Travel	
	Foreign Travel	
	<i>Subtotal</i>	\$ 0
Other Expenses	Professional/technical services	
	Hardware	
	Supplies	
	Other	
	<i>Subtotal</i>	\$ 0
TOTAL		\$ 0

Provide a **summary** of your research proposal 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. The problem or issue to be addressed
2. The research objectives to be completed
3. The potential contribution of the research in terms of the advancement of knowledge
4. The potential influence, impact, or wider benefit of the research within and/or beyond the social sciences and humanities research community

Append the following:

Detailed Description (4 pages maximum) and **List of References** (1 page maximum)

Using the following headings, describe the activity with enough detail to allow informed assessment by multidisciplinary committee. Avoid jargon, acronyms, and high technical terms.

1. Objectives

- Briefly state the explicit objectives of your proposed research

2. Context

- Situate the proposed research in the context of the relevant literature
- Describe and justify the theoretical approach or framework to be used
- Explain the relationship and relevance of the proposed research to your ongoing research. If the proposal represents a significant change of direction from your previous research, describe how it relates to experiences and insights gained from earlier research achievements
- Explain the importance, originality, and anticipated contribution to knowledge of the proposed research

3. Methodology

- Describe the proposed research strategies and key activities, including methodological approaches and procedures for data collection and analysis, 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 realistic timeline for the key activities and demonstrate the feasibility of achieving the stated objectives within the grant period
- Describe training and mentoring opportunities for students and highly qualified personnel involved in the research, if applicable

Budget Justification (1 page maximum)

- Justify each requested expense in relation to the proposed activities and explain why the requested funds are necessary to complete the project.

Your CV in one of SSHRC's formats: SSHRC CV with research contribution attachments, Tri-Agency CV or Canadian Common CV

Application Checklist

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

- ☐ Completed HSS Endowment Fund application form
- ☐ Detailed Description (4 pages) and List of References (1 page)
- ☐ Budget Justification (1 page)
- ☐ Applicant's SSHRC CV with research contribution attachments, Tri-Agency CV or Canadian Common CV

In addition:

- ☐ An approved [Electronic Cover Sheet for Sponsored Research Activities](#) is also required and must be submitted separately through the online system.