CSTV AI & Ethics Coop Research Grant

# Introduction

The CSTV AI & Ethics Research Grant is designed for faculty members in the Department of Systems Design Engineering to hire a UW coop student to conduct research relating broadly to Artificial Intelligence and Ethics.

# Funding priorities

The priority for the grant is intentional, operational advances in AI & Ethics, understood broadly to include various technologies and approaches, including but not limited to: Explainable AI (XAI); Fairness, Accountability & Transparency (FAT); Privacy; Trust; Ethics Auditing; Value Alignment; Responsible AI; Regulation; and Decolonization. That is, we are looking for projects that move past identifying or labeling unethical uses of AI, as well as those that would merely “do good” with AI. Instead, we are looking for projects that will lead to concrete improvements in appropriate and responsible AI-related design and innovation in areas of public importance. Applications should also emphasize improving student opportunities for interdisciplinary research activities across various academic and community interests.

Priority will also be given to awarding a set of grants that cover a balance of traditional, pedagogical, and non-traditional research approaches. Up to six grants will be awarded, to be used in Fall 2024 or Winter 2025.

# Application Timeline

Applications are due April 15. Results will be announced by May 15, at the latest. Successful applicant faculty members are expected to be available to meet with David Cornfield, the donor funding the grant, during a scheduled visit in June.

# Eligibility

Any full-time faculty member in the Department of Systems Design Engineering, including tenure stream or research professors or lecturers, is eligible to submit up to two proposals. Adjuncts are not eligible.

Joint applications with non-Systems Design faculty are eligible.

The grant can be used to hire any UW student from any faculty.

# Eligible Amount

Each grant recipient can hire one coop student at standard UW coop rates, commensurate with home faculty and experience (see [coop earnings](https://uwaterloo.ca/co-operative-education/about-co-op/co-op-earnings#canadianworkterms)).

# Hiring Process

Grant recipients will be responsible for engaging with Co-operative Education and WaterlooWorks to advertise the position, interview applicants, and select the successful candidate. They should then complete the [departmental short-term and casual appointment request form](https://uwaterloo.ca/systems-design-engineering/form/syde-short-term-casual-hire-form) to initiate the hiring process by departmental administration. All salary amounts are subject to review and approval by the Department Chair and/or Administrative Officer.

# Proposal Requirements

Each submission should be a maximum of two pages (approximately 600-800 words) and contain the following sections:

* **Introduction and motivation**: Briefly describe in general terms the overall project and its goals, activities and anticipated outcomes.
* **Research Plan**: Describe the research methods, tasks, and related activities of the project, with a reasonable timeline of how they can be completed in a four-month coop work term by an undergraduate working independently or as part of a larger team. Include relevant equity, diversity, and inclusion (EDI) considerations and how they will be incorporated into the project.
* **Expertise:** Describe supervisor's background or area of expertise and relevance to the project.
* **Training:** Describe research, related training, and enrichment that will be provided to the coop student.
* **Deliverables**: Describe probable outcomes and metrics for success.

# Evaluation & Criteria

Applications will be evaluated according to the following criteria:

* Clear research question and plan, viability and appropriateness
* Innovative methods, data or approaches
* Student training and outcomes

The review committee will be chaired by Scott Campbell, Director of the Centre for Society, Technology & Values.

# Outcome and Reporting Requirements

The coop student is expected to work with the Ojala Communications Professional-in-Residence to produce a short report (1500-2000 words) or recorded video or presentation (15-20 minutes) summarizing their research, methods, and results. This report may be featured on the department homepage and social media.

# Submission Instructions

Please submit proposals to Natasha Poley ([npoley@uwaterloo.ca](mailto:npoley@uwaterloo.ca)) as a single PDF and include CSTV AI & Ethics Coop Research Grant in the subject.

Additional questions about grant eligibility or application process can be sent to: Scott Campbell ([scott.campbell@uwaterloo.ca](mailto:scott.campbell@uwaterloo.ca)).