



CENTRE FOR REGIONAL STUDIES

ST. FRANCIS XAVIER UNIVERSITY

APPLICATION FOR RESEARCH GRANT

Antigonish, Nova Scotia

B2G 2W5

Please consult the attached "CRS Grants Policy Guideline" for details.

Applicants are asked to submit (1) SIGNED HARD COPY of proposal and an electronic copy to the CRS Chair.

Please attach abbreviated curriculum vitae showing the areas of expertise and recent publications of principal investigator.

Principal Investigator's Name	<input type="text"/>
Principal Investigator's Department	<input type="text"/>
Principal Investigator's Email	<input type="text"/>
List of Co-investigators	<input type="text"/>
Title of Project	<input type="text"/>
Does the project require approval from the REB, or other agencies (if yes, please specify)?	<input type="text"/>
Projected completion date	<input type="text"/>
Amount requested	<input type="text"/>

Signature Principal Investigator Date

Signature of Department Chair Date

Have you any applications for funding this or a related project before any other funding body? If yes, indicate dollars requested and title of project.

Current internal grants held (amount and brief title)

Current external grants held (amount and brief title)

Details of funding request

Budget Summary			
PLEASE SHOW SUBTOTALS AND TOTAL TO NEAREST \$5.			
Budgetary Item	CRS Funding*	Other Funding	Sub-total
Undergraduate Assistants	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other Research Assistants	<input type="text"/>	<input type="text"/>	<input type="text"/>
Library Resources	<input type="text"/>	<input type="text"/>	<input type="text"/>
Travel and Subsistence	<input type="text"/>	<input type="text"/>	<input type="text"/>
Expendable Supplies	<input type="text"/>	<input type="text"/>	<input type="text"/>
Meeting Costs	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other (please specify)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total	<input type="text"/>	<input type="text"/>	<input type="text"/>

*Please note that the normal amount given for a CRS grant does not exceed \$5 000.

Project Proposal

This is to be a maximum of 4 pages.

- 1.Introduction - Description of intended research
- 2.Purpose of Research- Goals, Intentions, Impact of proposed research
- 3.Assumption of research- hypothesize what will be found
- 4.Data Collection Procedures- how researcher will collect data. (e.g. - observation, interview, etc.)
- 5.Data Analysis Procedures- overall process not just the end result

Criteria for Proposal Assessment

- 1.Relevance of the research to the mandate of the Centre, which pertains to the economic, social and political development of the Atlantic Region, and the cultural and historical context of this development.
- 2.Adoption of an appropriate research methodology.
- 3.Feasibility of the proposed research, including the timetable for completion and the proposal's assessment of the resources needed to complete the project adequately.
- 4.The credentials of the applicant(s) to undertake the proposed course of study.
- 5.A demonstrated need for funds.
- 6.Availability of funds.

CRS Grant Policy Guidelines

- 1.The Centre for Regional Studies (CRS) is funded by the SSHRC Aid to Small Universities Program. The current funding is based on support for research of the social, economic, historical, cultural and political dimensions of the development in Atlantic Canada.
- 2.Applicants are to complete a form requesting funds. This application form for funding is available from the CRS website. One signed copy the of proposal is required.
- 3.Applicants are reminded that the annual grant from SSHRC is a relatively small amount. Proposals requiring funds in excess of \$5 000.00 should be sent to SSHRC or to other agencies.
- 4.Competitions for grants are held in the Fall and Spring, with deadlines that coincide with UCR applications.
- 5.Schedule of Rates currently in effect (based on UCR guidelines):
 - Research Assistants: \$12.00 per hour (maximum); during the academic year, student research assistants may not be asked to work more than 8 hours per week. For full-time work during the summer, student research assistants should also receive 11.5% benefits; for more information, please contact Payroll Office (ext. 2391).
 - Subsistence: \$40.00 per day (maximum)
 - Accommodation: Any reasonable rate for single accommodation

- Car mileage: \$0.37 per km; \$140.00 flat rate to Halifax Airport return; \$155.00 flat rate to Halifax or Sydney return.
6. Principal investigators must be members of the Faculty of Arts, Business, or Education at St. Francis Xavier University. They are to acknowledge the contribution of CRS and SSHRC in any publications based on research supported by CRS.
 7. A final report is required from each project funded by the CRS, and principal investigators may be asked to make a CRS presentation on their research. Upon receipt of the final report, the investigator is welcome to apply for a new grant.
 8. All research projects funded by the CRS should be completed within a period of three (3) years. Throughout these three years, an annual report about the project funded by the CRS is required. If there is no demonstrable research activity after Year 1, the grant-holder must submit an explanation for this delay in his/her annual report to the CRS. If there continues to be no significant expenditure of research funds after 2 years, the funds will normally revert to the consolidated revenue of the CRS. A grant-holder may apply in writing to the Chair of the CRS for an extension of his/her grant beyond the normal 3-year time period, and will be favorably considered for said extension in extraordinary circumstances. A grant-holder may have no more than one grant at a time with CRS.