



UBCO ORS offers the following facilitation support services for the upcoming **October 3<sup>rd</sup>** SSHRC Insight Grant competition (deadline is first business day after October 1<sup>st</sup>).

**UBCO Internal Deadline September 27th at noon**

\*new this year\*: applicants are required to submit in the portal AND send their signed Research Project Information Form ([RPIF](#)) to Office of Research Services by the Internal Deadline.

Contact [brianna.wells@ubc.ca](mailto:brianna.wells@ubc.ca) for more information about any of the programming listed below, or to request a one-on-one consultation.

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**1.Information Session**

June 13<sup>th</sup>, 2023

2:00 – 3:30 pm

**NO registration required:**

**ZOOM**

Meeting ID 614 1484 6017

Passcode 608782

*This session will include an overview of the grant's objectives, some starting points and tips for a successful application, and observations on recent funding trends.*

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**2.Writing Bootcamps on ZOOM**

**SET 1**

July 18, 2023 – Summary

July 19, 2023 – Knowledge Mobilization & Expected Outcomes

June 20, 2023 – Budget & \*Student Training\* (**new**)

10:00 am – 1:00 pm.

**Register for set 1 [Here](#)**

**SET 2**

August 23, 10:00 am – 3:00 pm – all 5 above modules

*Includes lunch break*

**Register for set 2 [Here](#)**

*These interactive writing workshops don't require any writing completed prior to attending (although drafts are welcome). Each day will include:*

- *Introduction to the day's modules*
- *Examples from successful grants and module-specific resources*
- *Writing exercises*
- *One-on-one and group support from UBC Research Development Officers*

*These workshops are co-hosted by SPARC and UBCO ORS Research Development Officers: Zoom invitations and details will be sent to registered attendees prior to the workshop.*

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**3.SPARC-Coordinated Internal Peer Review**

- Tuesday, August 8, 2023, by 5pm: Register by emailing [danica.kell@ubc.ca](mailto:danica.kell@ubc.ca) (registration includes submission of 1-Page Summary)
- Wednesday, August 16, 2023, by 3:30pm: Submit Full Proposal



- Wednesday, August 30, 2023: Receive Peer Feedback

SPARC matches up applicants with UBC faculty with relevant subject matter expertise to your project, and who have been successful in obtaining SSHRC funding and/or have sat on SSHRC review committees to provide one-on-one written feedback. <https://sparc.ubc.ca/internal-review-program-sshrc-competitions>

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#### **4.Drop-in Hours**

Weekly in September  
Tuesdays 1:00 – 3:00 pm  
LIB 223 OR [ZOOM](#)  
Meeting ID: 614 1484 6017  
Passcode: 608782

Pop in to LIB 223 or on zoom to discuss your application, ask a question, or request real-time review of your current draft.

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#### **5.Criteria & Editorial review**

September 13<sup>th</sup> (deadline for guaranteed review, send to [brianna.wells@ubc.ca](mailto:brianna.wells@ubc.ca))

*Email partial or full application draft (preferably in Microsoft Word). Materials received after September 13, 2023 will be reviewed based on availability.*

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#### **6.Technical Review**

September 25, 2023 to [brianna.wells@ubc.ca](mailto:brianna.wells@ubc.ca)

*Forward a PDF of your online-portal application and receive feedback on spacing, pagination or formatting issues.*

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#### **7.Resources**

[Sample Grant Library](#) (CWL required)  
[Grant tips for IG program](#) (CWL required)  
SSHRC IG [program terms](#) and [portal login](#)

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#### **8. UBCO Insight Grant submission guidelines**

Applications to the Insight Grant competition must be electronically submitted using the [SSHRC's online system](#). Please follow SSHRC's application procedures described in the [program outlines](#).

Applicants must use the UBC Research Project Information Form ([RPIF](#)) available on the Office of Research Services (ORS) [website](#) to obtain required signatures. *Note that these instructions are for applications going through UBC Okanagan only.*

## **DEADLINE**

**UBCO Internal Deadline September 27th at noon**

## Insight Grant 2023 Facilitation Schedule



THE UNIVERSITY OF BRITISH COLUMBIA  
Office of Research Services  
Okanagan Campus

*\*new this year\**: applicants are required to submit in the portal AND send the RPIF to Office of Research Services by the Internal Deadline.

*Note that ORS has the ability to return applications submitted in the portal to applicants for corrections, if needed, after this submission has been completed.*

UBCO's Insight Grant submission procedures are detailed on [the ORS website](#).