**HARRISON McCAIN FOUNDATION   
*Emerging Scholar Award* *Application 2024***

***Deadline for Submission: Friday, May 31 2024***

**Email a completed application (1 file, PDF format with filename HMF\_ESA\_2024\_Applicant Name.pdf) and an up-to-date curriculum vitae to** [**researchoffice@acadiau.ca**](mailto:researchoffice@acadiau.ca)

The goal of the *Harrison McCain Emerging Scholar Award* is to help fund curiosity-driven research projects and initiatives undertaken by emerging scholars across all three Faculties at Acadia University. Typically, “emerging scholars” are faculty members who are within ten years of PhD completion and within six years of their initial, full-time, ongoing appointment at Acadia (excluding Full Professors and Librarians IV). Extension of these time frames will be considered in cases of leave (e.g., parental, medical) and when completion of a PhD occurred during the initial years of the appointment period.

Faculty in their initial three years of a tenure track appointment at Acadia are encouraged to apply. Priority may be given to emerging scholars who have not previously received a Harrison McCain Emerging Scholar Award. Awardees who have received two prior Harrison McCain Emerging Scholar awards are not eligible to apply. Prior awardees who have not yet completed their funded projects and reports are also not eligible for this competition.

Eligible expenses include: student research stipends, project-related travel, equipment and materials/supplies, and costs associated with publication and the organization of symposia and workshops.

**Award Value: $5,000 – $10,000 Project Duration: 1-2 years**

Funds to be spent within 2 years of notice of award. Reports (progress and final) to the donor will be required.

|  |  |
| --- | --- |
| Applicant Name: | Department/School: |
| Year of PhD completion: | Initial Ongoing Appointment Date: |
| Leaves of absence and/or other considerations (if any): | |
| Current Academic Rank: | Award date(s) of prior Harrison McCain funding, if any: |
| Does this project require Animal Care Approval? Yes or No  Does this project require Research Ethics Approval? Yes or No | |
|  | |

**Application Evaluation Criteria**

* Sufficient background information is provided
* Well written proposal with clear, specific and realistic objectives and methods/approach
* Budget items are eligible and well justified
* Clear and measurable research outcomes/deliverables
* Extent to which the proposal incorporates student engagement in research
* Benefits to the applicant, student(s), the university, the discipline, and the wider community

**Research Proposal Format**

1. Project title
2. Main body of proposal: about 3 pages (single-spaced; 11 or 12 pt font). Include the following

A) Project Summary (about 200 words; if proposal is funded, will be shared with the donor)

B) Background information (max 1 page)

C) Project goals or objectives (must be clear and realistic)

D) Research design/methods/approach (i.e., how will your research be conducted?)

* Include any considerations of equity, diversity and inclusion (EDI) in the research activities and/or HQP recruitment and training
* If your project involves or engages with Indigenous communities, ensure you review and follow the national giuidelinesonrespectful research with Indigenous peoples.

[Tri-Council Policy Statement: Chapter 9: Research Involving the First Nations, Inuit and Métis Peoples of Canada](https://ethics.gc.ca/eng/tcps2-eptc2_2018_chapter9-chapitre9.html)

E) Project activity timeline

F) Expected project outcomes and dissemination / knowledge mobilisation

G) Expected benefits, including benefits for the applicant’s research program, students, the university, and the wider community (academic and, if applicable, general public).

3. References (max 1 page)

1. Detailed budget and justification. Based on limited funds and/or budget justification, amounts awarded may be less than requested. In some cases, an award may not fully fund a proposed project. Please identify any other sources of funding (applied for or received) associated with your project. See Budget table example below.

**Budget Table**

|  |  |  |  |
| --- | --- | --- | --- |
| **Budgetary Items** | **Details / Brief Description** | **Funding Requested ($)** | **Other Funding ($) and source** |
| Undergraduate Research Assistants  Min wage + Vac Pay (4%) + EI, CPP & WC (8.5%) = **16.36/hr** | Rate x #hrs = $  for each assistant |  |  |
| Graduate/Other Research Assistants  $17.00/hr + Vac Pay (4%) + EI, CPP & WC (8.5%) = **$19.18/hr** | Rate x #hrs = $  for each assistant |  |  |
| Project related travel – e.g. vehicle rental/gas or mileage, acommodations\*  (attach quotes where available) |  |  |  |
| Technical services to support research (specify and provide quotes fro vendors for items >$200) |  |  |  |
| Equipment (must be <50% of total funding requested; provide vendor quotes on any items >$200) | Itemize |  |  |
| Materials / Supplies (provide manufacturer or distributor price list for items >$100) | Itemize |  |  |
| Publication / Knowledge mobilization  (cannot exceed $2000) |  |  |  |
| Organization of symposium or workshop |  |  |  |
| Other (specify / list) |  |  |  |
| **Total (request range: $5,000 - 10,000)** |  |  |  |

**Budget Justification [~1 page]**

Please provide details and rationale / justification for the funds requested. Each expense item must be clearly justified (why needed).

1. Employment of Assistants

* Justify the period of employment and #hrs associated with activities described
* Explain the student education/research training benefit

1. Travel

* Justify the need travel expenses
* If funding is being requested to attend/organize a symposium, you must attach a copy of the contribution acceptance letter/email and details of the symposium.
* Describe any contingency plans in the event of restricted travel and impacts on the proposed research and knowledge mobilization activities.
* Meals (not per diem rate if accommodations include kitchen or kitchen access)

1. Technical services to support research

* Why required?; provide quotes for services greater than $200 (attach vendor quote or provide link)

1. Equipment: must not exceed 50% of the funding request

* Why required? Provide quotes for equipment items greater than $200 (attach vendor quote or provide link)

1. Materials / supplies / consumables

* Why required for the project? Provide vendor quotes or manufacturer price list for items greater than $100

1. Symposium / meeting organization:

* Provide an estimate of the number of attendees, venue, dates, and an itemized list of anticipated expenses and costs

1. Publication of project outcomes / Knowledge mobilization

* Justify choice of dissemination and provide quotes for items greater than $200 (attach quote or provide link)

1. Other Expenses:

* Justify these expenses in relation to the project described.

For more information on this funding program, please contact the Manager of Research Grants & Programs, Peter Ludlow, at [peter.ludlow@acadiau.ca](mailto:peter.ludlow@acadiau.ca)

Results of the competition will be communicated to applications WITHIN four weeks of the due date.