**Committee on Research and Publications (CRP)
CRP.FORM.015 | MSVU Undergraduate Research Assistantship**

The Committee on Research & Publications invites applications for one available research assistantship, funded by an endowment from the Learning and Leading campaign. This assistantship will be available to undergraduate students, full or part-time, to work under the supervision of a faculty member on a clearly defined research project.

This year, the Committee on Research & Publications will adjudicate applications for one (1) assistantship. The awarded funds are available for the period of April 1 to March 31 of the following year. The intent of the assistantship is to enable a student to work directly with a faculty member on a research project of mutual interest. The emphasis on the training component for the student is a key criterion.

All disciplines are eligible for support. Therefore, the Committee is prepared to vet a variety of requests (e.g., literature review, archival work, questionnaire development, data collection, analyses, etc.). The budget is restricted to the hourly rate of pay and benefits for the student. Supervisors needing funds for other research items to complete the research project (e.g., paper supplies, tape recorders, telephone charges, etc.) are expected to provide these through their own internal grant applications or current grant accounts. The individual student does not need to have been identified at the time of application.

If you have any questions about the policies and procedures for applying for an internal research grant, or the adjudication of the application, please refer to the [policies and guidelines on-line](http://www.msvu.ca/en/home/research/researchservices/grants/internalgrants/default.aspx) or contact the Chair of the Committee on Research & Publications.

The Committee on Research & Publications is interdisciplinary.  All members may not be familiar with the specialized language of different disciplines. Applicants are strongly encouraged to compose their applications with this in mind.

**Please Note: The onus is on the applicant to ensure completion upon submission. Incomplete applications will not be adjudicated.**

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| **Name(s) of Applicant(s)** for eligibility, see [CRP.SOP.002](http://www.msvu.ca/site/media/msvu/CRP.SOP.002%20Eligibility.pdf))  | Click or tap here to enter text. |
| **Department/Faculty** | Click or tap here to enter text. |
| **Title of Study** | Click or tap here to enter text. |
| **Total Amount Requested**  | **$**Click or tap here to enter text. |

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| Insert Image of Researcher(s) Signature: | Date: Click or tap to enter a date. |

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| 1. **Student Research Activities (**max 1 page)
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| Click or tap here to enter text. |
| 1. **Training and Mentoring Plan (**max ½ page)
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| Click or tap here to enter text. |
| 1. **Student Evaluation Plan (**max ½ Page)
 |
| Click or tap here to enter text. |
| 1. **Timeline (**max 1 page)
 |
| Click or tap here to enter text. |
| 1. **References** (optional -- max 1 page)
 |
| Click or tap here to enter text. |
| 1. **Knowledge Mobilization Plan** (max ½ page)
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| Click or tap here to enter text. |
| 1. **Abbreviated C.V.** (max 2 pages)
 |
| Click or tap here to enter text. |
| 1. **Budget and Justification**
 |
| *\*please note that the table below will expand to appear as an excel spreadsheet and will automatically calculate the total –* ***double click to access the table (click outside of the spreadsheet when finished to exit back to the form)*** |

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**Budget Justification**

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| **Student Personnel**Click or tap here to enter text. |

**Submission Process:**

**Please submit the application package electronically to** **research@msvu.ca**

**All appendices must be clearly labeled and reflect how they are referenced in the application. A maximum of two appendices is allowed.**

Equity, Diversity, Inclusion, and Accessibility

**Dear Applicant:** As you know, MSVU released its Senate approved 5-year Research Strategic Plan (2023-2028) in January 2023. Our research strategic plan, as well as our overarching institutional strategic plan, are foregrounded in the principles of Equity, Diversity, Inclusion and Accessibility (EDIA) and the Truth and Reconciliation recommendations. In addition, MSVU is now a member of the Dimensions program which is also aimed at advancing EDI. The MSVU Research Office is interested in understanding how our researchers are responding to these institutional priorities. The information you provide will help the Research Office offer the best possible support for meeting these institutional priorities.

[MSVU Research Strategic Plan](https://www.msvu.ca/research-at-the-mount/about-us/research-office-strategic-plan)

[Truth and Reconciliation](https://www.msvu.ca/about-msvu/university-profile/strategic-plan/themes/truth-and-reconciliation/)

[MSVU Dimensions Action Plan](https://www.msvu.ca/research-at-the-mount/equity-diversity-and-inclusion-in-research/)

As an MSVU researcher, we are inviting you to voluntarily answer the following questions. Your responses to these questions will not be used to determine the outcome of the grant adjudication process. Rather, the responses will be anonymized, used to provide additional supports such as training, and will be included in our annual report to Senate.

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| In the space provided below, please explain how your research proposal incorporates EDIA (e.g., the inclusion of historically underrepresented populations on the research team).[ ]  Not Applicable |
|  |
| In the space provided below, please explain how your research proposals incorporates one or more of the Truth and Reconciliation recommendations (e.g., considers Indigenous ways of knowing).[ ]  Not Applicable |
|  |
| **Our Senate-approved MSVU Research Strategic Plan includes 5 strategic research pillars.** Please check the box beside the research pillar(s) that your research proposal involves (check all that apply) |
| [ ]  **Pillar 1:** Gender, Sexuality, and the Advancement of Women and Girls, and other Historically Underrepresented populations. |
| [ ]  **Pillar 2:** Intersectional Ways of Knowing and Knowledge Mobilization. |
| [ ]  **Pillar 3:** Health, Wellness and Social Justice Across the Life course. |
| [ ]  **Pillar 4:** Life, Computational, and Physical Sciences. |
| [ ]  **Pillar 5:** Supporting the Research Lifecycle. (e.g., access to infrastructure, promotion of best practices) |

Thank you for your input!