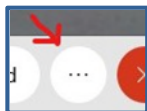# RACE, GENDER AND DIVERSITY INITIATIVE
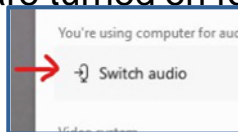
SEPTEMBER 21, 2021

Ensure that your speakers are turned on for sound **or** connect by phone by clicking

here and here and selecting "Call me" or "Call in."

ASL Feed

https://canada.webex.com/canada/j.php?MTID=m413260d950fbdfb31426f860c0ddcad4

Meeting number: 2332 730 9671

Password: SSHRCSept21!

Social Sciences and Humanities Research Council of Canada

Conseil de recherches en sciences humaines du Canada

Canada

Outline

1. About SSHRC

2. Key Characteristics – Race, Gender and Diversity Initiative (RGDI)

3. Institutional Eligibility

4. Indigenous Research

5. Equity, Diversity and Inclusion

6. Preparing your Application

7. Frequently Asked Questions

8. Contact Information

About SSHRC

SSHRC is the federal agency mandated to promote and support research and training in the social sciences and humanities.

Through grants, fellowships and scholarships, SSHRC helps Canada's researchers:

- train the next generation of talented, creative thinkers and doers;

- build knowledge and understanding about people, cultures and societies; and

- drive the innovations that address the challenges of today and tomorrow.

Key Characteristics – RGDI

- **Context:** Federal Budget 2021 investment of $12 million over three years.

- **Main objective:** The main objective of the Race, Gender and Diversity Initiative is to support community-led and community-based formal partnerships between one or more partner organizations from the not-for-profit, public and/or private sectors and at least one postsecondary institution, to support connection, research and training activities. Please note that Indigenous not-for-profit organizations are not required to have a post-secondary organization as a partner – more on this later.

Key Characteristics

- **Value and Duration:** Up to $450,000 over three years (i.e., up to $80,000 annually for the first two years and up to $290,000 in the third year). A two-year automatic grant extension without additional funding is also available.

- **Application deadline:** November 15, 2021, at 8:00pm (eastern)

- **Results announced:** results will be made available in March 2022.

Key Characteristics

- **Partnership eligibility:** [Formal partnerships](#) between one or more [partner organizations](#) from the not-for-profit, public and/or private sectors and at least one postsecondary institution.*

*Indigenous not-for-profit organizations are not required to have a post-secondary organization as a partner.

- [**Cash and/or in-kind contributions**](#): While there is no minimum contribution requirement, institutions and their partner organizations are expected to demonstrate that a formal partnership currently exists, or is in the process of being developed, by supporting the activities of the formal partnership through cash and/or in-kind support.

Key Characteristics

- **Individual participation:** An individual can participate in the grant application as either a project director, co-director, co-applicant, or collaborator. Please refer to the [Eligibility section](#) of the RGDI description for more information.

- **Organizational participation:** Organizations participate in the grant as [partner organizations](#).

- [**Salary Research Allowance**](#)**:** Stipends to cover up to 50% of the cost of temporarily replacing an employee from a not-for-profit organization who will be devoting their time as a project director, co-director or co-investigator on a SSHRC-funded research project.

Key Characteristics

- **Evaluation and Adjudication:** The research project funding will be awarded competitively, through a merit review process, by a diverse, multidisciplinary and multisectoral adjudication committee of external experts with both research and lived experience.

- **Evaluation criteria:**

  - *Challenge – Aim and importance of the endeavour (40%)*

  - *Feasibility – Plan to achieve excellence (40%)*

  - *Capability – Expertise to succeed (20%)*

Possible collaboration with the Canadian Institutes of Health Research (CIHR) - TBC

- CIHR may co-fund up to approximately 16 social sciences and humanities projects on the themes of race, gender and diversity with a focus on health.

- **To be confirmed:** Watch for a possible news announcement in the coming weeks.

Institutional Eligibility and Not-for-Profit Organizations

- Grant funds may only be administered by an eligible Canadian institution. If your institution does not currently have [institutional eligibility](#) to manage SSHRC funding, please contact [Institutional Eligibility](#) as soon as possible to discuss the required steps. The deadline for the institutional eligibility application is the same as the deadline for the grant application (i.e., November 15, 2021).

- Canadian not-for-profit organizations are eligible to apply to this funding opportunity, and can start their application after starting the SSHRC institutional eligibility process.

- Partner organizations do not need to hold institutional eligibility with SSHRC.

Institutional Eligibility and Not-for-Profit Organizations

	Not-for-profit organizations based in Canada	Indigenous not-for-profit organizations based in Canada
Duration	Grant-specific (must re-apply each time the organization wants to administer a grant)	5 years (do not have to re-apply for institutional eligibility each time the organization wants to administer a grant)
Requirement: Application Letter	A letter signed by the president/principal or delegate of the institution	
Requirement: Background Information	A short history of the institution	
	Mission statement, policy on research, strategic plan, research mandate, annual report	Research statement
Requirement: Compliance Documentation	Two years of audited financial statements, attestations concerning ethical conduct of research involving humans, responsible conduct of research, etc. **NEW: Basic Internal Control Assessment questionnaire and attestation in lieu of the Financial Management Risk Assessment questionnaire**	

Indigenous Research

- As stated in its [Indigenous Research Statement of Principles](#), SSHRC is committed to supporting and promoting research *by and with* Indigenous Peoples.

- SSHRC has a number of tools specifically intended to support applicants working in Indigenous research, merit reviewers assessing applications related to Indigenous research, and communities and other research partners engaged in Indigenous research:

  - [SSHRC's definition of Indigenous research](#);
  - [Guidelines for the Merit Review of Indigenous Research](#); and
  - [Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans, Chapter 9: Research Involving the First Nations, Inuit and Métis Peoples of Canada](#)

Indigenous Research

- As part of SSHRC's commitments outlined in [Setting new directions to support Indigenous research and research training in Canada 2019-2022](#)—and, more specifically, to support the key principles of self-determination, decolonization of research, accountability and equitable access—at least three grants will be awarded to Indigenous not-for-profit organizations within this funding opportunity, provided such applications are recommended by the adjudication committee in the merit review process.

- There is no requirement for Indigenous not-for-profit organizations to partner with the postsecondary sector in this funding opportunity.

Equity, Diversity and Inclusion (EDI)

- SSHRC is committed to increasing equitable and inclusive participation in the research ecosystem, including on research teams, and to promoting the integration of considerations related to EDI into research design and practices.

- SSHRC has developed a [Guide to Addressing EDI Considerations in Partnership Grant Applications](). It outlines expectations and provides definitions, examples, guiding questions and resources for applicants to draw on when incorporating EDI considerations in the development of their partnerships and conceptualization of their research projects.

- EDI requirements for this funding opportunity have been embedded in the evaluation criteria and application instructions for the various sections.

Equity, Diversity and Inclusion (EDI)

- **EDI in research practice (EDI-RP)** involves promoting diversity in team composition and trainee recruitment; fostering an equitable, inclusive and accessible research work environment for team members and trainees; and highlighting diversity and equity in mentoring, training and access to development opportunities. For more examples of EDI-RP, refer to [Appendix B](#) of the Guidelines.

Equity, Diversity and Inclusion (EDI)

- **EDI in research design (EDI-RD)** involves designing the research so that it takes EDI into account through approaches such as intersectionality, gender-based analysis plus (GBA+), anti-racist approaches and disaggregated data collection, and analysis that includes consideration of diversity and identity factors such as, but not limited to, age, culture, disability, education, ethnicity, gender expression and gender identity, immigration and newcomer status, Indigenous identity, language, neurodiversity, parental status/responsibility, place of origin, religion, race, sexual orientation, and socio-economic status. For more examples of EDI-RD, refer to Appendix B of the Guidelines.

Equity, Diversity and Inclusion (EDI)

- **EDI Plan (within Governance section):** Applicants must identify concrete practices that will be employed to ensure that EDI is being intentionally and proactively considered in composing the team and recruiting team members. It is not sufficient to say that the team is already complete and/or diverse; applicants must clearly demonstrate that EDI was taken into consideration within the team composition and will continue to be if the composition of the team changes throughout the duration of the grant.

Equity, Diversity and Inclusion (EDI)

- **Confidentiality and privacy:** Applicants must protect the privacy and confidentiality of all team members and trainees. How an individual self-identifies is considered personal and confidential information. If a team member's self-identification (e.g., gender, Indigenous identity, disability or racial background) is relevant to the research project, you may include that self-identity information only with their consent. Otherwise, self-identification information about any team member should not appear in the application.

Preparing Your Application

Applying through
Convergence Portal

1.

2.

Preparing Your Application

Application Sections

1. **Participant eligibility**

2. Application details

3. **Invitations**

4. **Participants**

5. Collaborators

6. **Partner organizations**

7. Fields of research

8. Keywords

9. **Summary**

10. Proposed budget

11. Certifications, licenses and permits

12. Reviewer exclusions

13. **Supporting documents**

Preparing Your Application

Application Sections: Participant Eligibility

- Step 1: Applicant eligibility

- Step 2: Affiliations

- Step 3: Equity, diversity and inclusion (EDI) self-identification

- Step 4: Fields of research

- Step 5: Keywords

- Step 6: Summary

- Step 7: Terms and conditions

- **Step 8: Begin application!**

Preparing Your Application

Application Sections: Invitations

- Co-directors and Co-applicants must be invited by the Project Director through the Convergence Portal.

- These participants must then complete their own eligibility flow on the platform (7 steps) before having access to the application.

- Once the eligibility section is complete, Co-directors and Co-applicants must complete their section of the application (CV Documents and CV Details). **Note:** Co-applicants may choose to upload the CV document or a brief, one-page biographical sketch. Consult the *CV and Biographical Sketch Instructions* provided in the CV Documents section as a download.

- Collaborators are not invited through the Convergence application system. They are listed in the application form.

Preparing Your Application

Application Sections: Invitations

1.
Participant Eligibility

You are now able to proceed to the application form. Select the application from the **Applications** tab on your Home page.
Please note: if changes to the affiliation or position associated with your eligible appointment occur, your eligibility will need to be reassessed.

Go to Applications

2.
My Information
CV Documents
CV Details

3.
Document Name	Stage	File	Actions
CV and Biographical Sketch Instructions	Application	Required	Upload file

Preparing Your Application

Application Sections: Participants

1.

Name ↑	Role ↑	Status	Actions
	Co-Applicant	Information not finalized	View Information Finalize information Remove Participant
	Co-Director	Information not finalized	View Information Finalize information Remove Participant

2.

CV Documents

My Information

✔ CV Documents

✔ CV Details

Finalize

Application ID:	936-2021-00009	**Administering organization:**	Acadia University
Applicant:	Mathieson, Lauren	**Funding opportunity:**	Race, Gender and Diversity Initiative
Title:			

Add supporting documents to the list below. Please consult the section detailing requirements for supporting documents in the instructions to applicants for the specific program or funding opportunity to which you are applying.

All attachments must be converted to Portable Document Format (PDF) before they can be attached to the application.

Document Name	Stage	File
CV and Biographical Sketch Instructions	Application	TEST pdf upload.pdf

Preparing Your Application

Application Sections: Participants

3.

Name ↑	Role ↑	Status	Actions
	Co-Applicant	Information not finalized	View Information Finalize information Remove Participant
	Co-Director	Complete	View Information Remove Participant

- The Project Director is required to ensure that all participants' sections have been completed before finalizing and submitting the full application.

- If a participant has not completed their section of the application, they must be manually removed from the list of invitations by the project director prior to submission.

Preparing Your Application

Application Sections: Partner organizations

- Partner organizations are **not** invited through the Convergence platform, only listed.

- List the partner organizations that have agreed to participate in the formal partnership. If the organization to which the applicant is affiliated wishes to participate as a partner organization, the project director must list it in this section.

- Upload letters of support from each partner organization in the Supporting Documents section.

Preparing Your Application

Application Sections: Summary

- Different information requested in Convergence on-screen instructions and the application instructions. **Provide what is asked for in the application instructions for this funding opportunity** (i.e., the overall goal and objectives of the proposed partnership; the challenges or issues to be addressed and expected significance of the work; and the breadth of the partnership, and the meaningful engagement of the partner organizations involved, including how the partnership is community-led and community-based.).

- Limited to 2,500 characters, including spaces, so it will have to be kept brief.

Preparing Your Application

Application Sections: Supporting Documentation

- Research proposal – maximum 15 pages

- List of references or bibliography – maximum 10 pages

- Funds requested from SSHRC (Download as Excel document, upload as PDF)

- Budget justification – maximum 2 pages

- Funds from other sources (Download as Excel document, upload as PDF)

- Letters of support from partner organizations – maximum 2 pages per partner organization

- List of potential partner organizations – maximum 2 pages

Preparing Your Application

- **Note:** For the two Excel document templates that you will need to complete, click on the hyperlink in the document name. After completing the templates, they will need to be saved as a PDF before being uploaded.

Funds requested from SSHRC	Application	Required	Upload file
Budget Justification (Maximum 2 pages)	Application	Required	Upload file
Funds from Other Sources	Application	Required	Upload file

- Letters of support from partner organizations – maximum 2 pages per partner

Preparing Your Application

- Review your application to ensure that it is complete. Follow the prompts from the **Finalize Application** section to submit it to your research administrator for review and approval.

- **Remember:** the project director must verify that all co-directors and co-applicants have completed their sections, and finalized their information. If a participant's section is not complete and it's time to submit, the participant must be removed from the application.

- There is still another step before SSHRC receives your application – the research administrator must forward it to SSHRC. Once the research administrator has forwarded the application to SSHRC, no changes can be made.

Preparing Your Application

Tips

- Ensure proposal addresses the evaluation criteria

- Involve team/partners in preparing the application

- Help participants through the invitation process as needed

- Highlight team member publications in List of References (bold font)

- Consider the formatting and ease of reading for the reviewers

- Consider your audience (multidisciplinary and multisectoral committee)

- Proofread and review PDF

- Consult the tips for applying in the [Partnerships Toolkit](#)!

Preparing Your Application

Useful Resources

Application materials:

- [Funding opportunity description](#)
- [Application Form](#)
- [Application Instructions](#)

Tips for applying for partnership funding:

- [Partnerships Toolkit](#)

Budget:

- [Tri-Agency Guide to Financial Administration](#)
- [Guidelines for Cash and In-Kind Contributions](#)
- [Salary Research Allowances](#)

Preparing Your Application

Useful Resources

Guidelines:

- [Regulations Governing Grant Applications](#)
- [Guide to Addressing Equity, Diversity and Inclusion Considerations in Partnership Grant Applications](#)
- [Guidelines for the Merit Review of Indigenous Research](#)
- [Guidelines for Partnered Research Training Initiatives](#)
- [Guidelines for Effective Research Training](#)
- [Guidelines for Effective Knowledge Mobilization](#)
- [Institutional Eligibility—Guidelines and Requirements](#)

Frequently Asked Questions

- Will SSHRC offer RGDI again in the future?

- If I applied for another SSHRC grant in 2021, or already hold an active SSHRC grant, am I eligible to apply for an RGDI grant?

- Do I have to belong to an underrepresented and/or disadvantaged group to be eligible to apply for an RGDI grant?

Frequently Asked Questions

- What is the difference between a co-director and a co-applicant?

- As this funding opportunity has a two-year automatic extension, can project planning extend beyond the three-year duration?

- Can I submit more than one application to this funding opportunity

- Is international research eligible within this funding opportunity?

Frequently Asked Questions

- Can a participant receive a salary from grant funds?

- Is the time that a participant plans to dedicate to the project an eligible in-kind contribution?

- Can SSHRC funds be used for the costs of a project coordinator and/or manager?

Frequently Asked Questions

- Is there a minimum requirement for cash and/or in-kind contributions in this funding opportunity?

- Can SSHRC grant funds be used to support direct costs of research internationally (e.g. to hire international students)?

- Can a NFP organization hire someone new (not currently with the organization) as research support personnel (i.e. if they are the administering organization or have a co-director/co-applicant on the grant)?

Contact Information

Program Support: partnerships@sshrc-crsh.gc.ca / 613-943-1007

Technical Support: webgrant@sshrc-crsh.gc.ca / 613-995-4273

Institutional Eligibility: institutional.eligibility@sshrc-crsh.gc.ca

Any other questions?

THANK YOU!

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