

**Applicant Guidance for Outline of Proposed Research**

Guidelines taken from review of tri-council sites, with links provided below.

In the *Outline of proposed research* page of a scholarship application, provide the requested information according to the guidelines and format standards outlined in the [online presentation and attachment standards](https://www.nserc-crsng.gc.ca/OnlineServices-ServicesEnLigne/pdfatt2_eng.asp). If the funding opportunity does not stipulate presentation standards, adhere to the tri-council presentation standards as a best practice.

Provide a detailed yet concise description of your proposed research project for the period during which you are to hold the award. Be as specific as possible. Provide background information to position your proposed research within the context of the current knowledge in the field.

State the objectives, hypothesis, research question and the roles and responsibilities of the applicant, the supervisor and/or other collaborators in the proposed research. If you are involved in a lab, be sure to outline your specific contributions to the overarching group project.

Describe the benefit conferred by undertaking your research at your institution (e.g. supervisor/departmental specialization, lab facilities, funding opportunities, support structures offered/in place).

Outline the experimental or theoretical approach to be taken (citing literature pertinent to the proposal), the methodology to be used, and the contribution of the project to the advancement of knowledge.

Provide as much detail as possible regarding projected timelines for the research, including community consultation, plans for collaboration and knowledge translation strategies. Where applicable, address how your research complies with established research-related policies and protocols (e.g., protocols for conducting research respectfully involving and engaging the First Nations, Inuit and Métis Peoples of Canada; approvals for research involving the use of humans, animals or biohazards).

If your research proposal includes interviewing human subjects, you must still address how you have / will comply with your institution’s Ethics Review Board processes.

Sex and Gender Based Analysis + (SGBA+):

When applicable, indicate how diversity (gender, sex, age, race, culture, religion, etc.) has been taken into account in your proposed research (from its design to the analysis of the research findings). Incorporating the principles of SGBA+ in research o has the potential to increase the rigour and usefulness of the research.

If you are proposing to conduct research that respectfully involves and engages Indigenous communities, the research proposal should reflect that you and your nominating institution are aware of and are referring to the relevant principles and protocols established for this type of research, regardless of which council’s selection committee will be evaluating your nomination package.

Be as specific as possible while keeping in mind that selection committees are multi-disciplinary. Wherever possible, use non-technical terms and avoid jargon. Define any technical or discipline-specific terms.

In addition:

* Include all relevant information in the outline. Do not refer members to URLs or other publications for supplemental information. Such additional information will not be reviewed by members.
* Write your proposal in clear, plain language, and avoid jargon. A selection committee covering a broad discipline category will review your application.
* It is expected applicants are to write their research proposal independently and to properly reference ideas or text belonging to others.

**Humanities Proposal Framework**

1. Main challenge or issues, timely.
2. Brief synthesis of what is known/not known about he issue/challenge (clearly illuminating the knowledge gaps that the proposed research will address.
3. The research objective must be stated using clear and confident language.
4. The research question(s) should operationalize the objectives of your outline of proposed research.
5. Proposed theoretical resources and methodological framework.
6. Proposed methods.
7. Contribution to knowledge, articluate what is currently known about your proposed research and how the knowledg you will produce contributes to the advances in your field.
8. Contribution to the public good/social impact. (knowledge transfer/knowledge mobilization)

**Inverted Triangle**

* Big picture, relevance/importance of problem
* Theoretical Frame: Situate study in body of theory
* Methodology: Underlying approach to the research
* Method: How will you do it?
* Data analysis
* Dissemination of research

 **Hour Glass**

* Background of research, or broad overview.
* Introduce important concepts, what is known and what is not knowns
* Applicant resource question
* Methodolgy
* Data analysis
* Contribution to knowledge in field and broader impact.

**Quick Tips**

* Read and follow instructions provided
* Start early and create a timeline to complete tasks
* Edit, review and edit again
* Be concise, show how your reseach is innovative and valuable
* Demonstrate your research is feasible and will impact your field, and broader
* Demonstrate familarity with principles of equity, diversity and inclusivity/sex and gender based analysis /knowledge mobilization, transfer
* Submit early, to allow for technology difficulties





<https://www.nserc-crsng.gc.ca/OnlineServices-ServicesEnLigne/instructions/201/pgs-pdf_eng.asp>

<https://vanier.gc.ca/en/nomination_process-processus_de_mise_en_candidature.html#att1>

<https://www.sshrc-crsh.gc.ca/funding-financement/instructions/doctoral/doctoral-eng.aspx#prop>

September 21, Reviewed yearly.