

## 2024 Research Junction Development Grant - Guidelines

Research Junction Development Grants will support the University of Saskatchewan (USask) and City of Saskatoon in their efforts to increase research, scholarly and artistic collaboration and build connections between the two organizations. Individual grants between \$10,000 and \$30,000 will be awarded to new research projects carried out by USask faculty in partnership with City of Saskatoon staff.

### *Eligibility:*

Open to research teams consisting of at least one USask faculty member (tenured, tenure-track, or term) or research staff (eligible for tri-agency funding) and one City of Saskatoon staff member pursuing a research project. A City of Saskatoon collaborator and a USask faculty member must jointly design the project. USask faculty are limited to one submission per competition. Current or previous grant holders are only eligible to apply if they have a new partner.

This one-time grant supports research that addresses a City of Saskatoon research question, in support of furthering one or more of the [City of Saskatoon's Strategic Goals and/or Council Priorities](#). The project should create a new collaborative partnership or broaden the scope of an existing partnership.

### *Criteria:*

Funding will be awarded following a review process by adjudicators appointed by the City of Saskatoon and University of Saskatchewan. Adjudicators are guided by the following criteria:

- The research is original, reflects a research need for the City of Saskatoon, and has clear objectives;
- The appropriateness of the applicants' expertise in the proposed area of research;
- The activities of the project are feasible and are likely to be completed within an 18 month period;
- The inclusion and quality of highly qualified personnel (HQP) training opportunities;
- The budget is realistic and adheres to eligibility guidelines;
- Potential for positive impact on/contributions to city priorities;
- The feasibility of the knowledge mobilization / transfer plan;
- The project's potential for continued collaboration and the feasibility of plans to move from the development stage to a larger-scale, externally funded research project.

### *Eligible Expenses:*

Funding requests must be reasonable and fully justified. Eligible expenses include:

1. Undergraduate or graduate student wages or stipend.
  - a. If submitting a Mitacs proposal, only 50% of project funds are eligible to act as matching funds (per Mitacs eligibility).
2. Salary contributions to Postdoctoral fellow, research associate or technical assistant.
3. Travel as is necessary for the collaboration or fieldwork.
4. Materials and supplies necessary for the project.
5. Consumable equipment relevant to the research project.

6. Costs associated with knowledge mobilization/transfer.
7. Conference travel is eligible up to a maximum of \$1,000 of the proposed budget. Explanation of how conference attendance is essential to the project must be included in the application.

*Terms of Support:*

Recipients will have 18 months from their desired start date to use the funds with any remaining funds returned at the end of the project. Grant recipients are required to submit a 1-page mid-term report and an end-of-project report. A commitment to submit an application to Mitacs if the recipient's application includes plans to leverage up to 50% of funds with a Mitacs application.

*Application Procedure:*

The application should include the following:

1. The signed application form.
2. A 2-page letter of support from the participating City of Saskatoon department outlining their interest in the project, resource contributions (ie. data, personnel, or funding), and the role of the City lead in sharing expertise to the project. See details on page 2 of the application form.
3. A 2-page biosketch of the Principal Investigator. See details on page 3 of the application form.
4. A research proposal (5 pages maximum). See details on page 3 of the application form.
5. A budget and justification (1 page maximum). See details on page 3 on the application form.

*Application Deadline and Submission:*

Submit applications to UnivRS by 17 May 2024 at 4:00pm. All submissions are subject to UnivRS approvals and compliance checks over the following five business days.

*Support for Locating a Collaborator in the City or University:*

USask faculty and City of Saskatoon staff who have a project idea and are interested in identifying and establishing a collaborator should contact [research.junction@usask.ca](mailto:research.junction@usask.ca).

If interested in leveraging a funded project with Mitacs, please contact Zsuzsa Papp at [zpapp@mitacs.ca](mailto:zpapp@mitacs.ca) to learn more and to ensure your project is eligible.

**Note: Partnership identification and matching can take up to a month before a team can start planning their proposal. Please allow additional time for this when requesting a match.**