

Transcript: SSHRC CGSD, Part 2

[Introduction]

Welcome to the SSHRC CGSD, Part 2: Application advice and support.

- What are the selection criteria?
- How do I prepare an application?
- What support is available?
- What are my next steps?

While every effort has been made to provide accurate information, please refer to the SSHRC program material as your primary source of information.

Accessibility Statement

For a copy of these slides and a transcript of this recording (including hyperlinks),

Indicators of Excellence

When you click on the hyperlink to find the selection criteria you will notice that the description refers to the examples as indicators. Indicators are the evidence you will provide that demonstrates how you meet the selection criteria, so it's important to know what kind of evidence reviewers are looking for.

- The Guidelines on the assessment of contributions to research, training and mentoring describes how applications submitted to SSHRC funding opportunities are assessed during the merit review process. This document applies to all SSHRC funding programs – including research grants for faculty members – so focus on the sections that are relevant for your application. For example, contributions to research includes not only publications, but also creation of datasets, appropriate data stewardship, accessibility of research results, contributions to policy development, and communication of research results to non-specialist audiences.
- The [Review committee guide for Postgraduate Scholarships – Doctoral and Postdoctoral Fellowships programs](#) is the guide for SSHRC reviewers who will evaluate your application in the national competition. This document is available to the public at the link provided. Section 3.6 and Appendix A can provide insight into the evaluation process.
- The San Francisco Declaration on Research Assessment (known as DORA) is an initiative to promote best practices in the assessment of research contributions: specifically, to avoid over-reliance on journal publications as indicators of research output.
- SSHRC's [Guide on integrating equity, diversity and inclusion considerations in research](#) provides guidance on applying a critical EDI lens at different stages of the research process.

There is considerable overlap among these documents so you don't need to read them in their entirety, but you may find it helpful to look through the examples as you highlight the indicators, or evidence, that you want to present to reviewers.

Your Application Strategy

The diagram on this slide is a circular flowchart in which three sections labelled selection criteria, your qualifications, and application sections are in a continuous feedback loop.

As you prepare your application, work back and forth between the selection criteria and indicators, your qualifications, and the different sections of the application to ensure that all of your relevant qualifications are reflected in the application.

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academic supervisor. If your academic supervisor cannot complete the form, you should provide a rationale in the Allowable Inclusions attachment for the application.

Provide your references with a copy of your draft application, CV, and [Letter of Appraisal form—Instructions for referees](#). Enter their contact information into the online form: this will generate an email with a link they can use to upload their form. I recommend that you set an earlier deadline with your referees, as

What Support is Available?

The Faculty of Graduate Studies provides support throughout the application process. My contact information is provided here: Kathy McCarthy, Scholarship Officer, email fgsaward@uvic.ca.

Your SSHRC Coaches: Dr. Mary Elizabeth Leighton's email mleight@uvic.ca and Dr. James Rowe jkrowe@uvic.ca can provide advice and feedback on your application, particularly your outline of proposed research and your application strategy.

Additional writing support is available through UVic's Centre for Academic Communication (CAC) located in the Library. You can book individual appointments or you can upload your writing to their online portal to receive feedback. While the CAC can't advise on the technical aspects of your proposal, they can help you polish your writing into a compelling argument.

Finally, please keep in mind that your technical support is through SSHRC, not UVic, so allow extra time for any technical issues that may arise (for example, difficulty uploading your transcripts or a forgotten password).

What Are My Next Steps?

1. If you haven't already done so, contact your two academic references.
2. Order your official transcripts.
3. Set yourself a schedule to meet the deadline that allows time for feedback, particularly on the Outline of Proposed Research and the Contributions and Statements sections of your application. Ask for feedback from one or both of the SSHRC Coaches, your academic supervisor, your committee, the graduate advisor in your program, the CAC, and your peers.
4. Submit your application in the portal by the UVic internal deadline: Thursday, October 3rd, noon Pacific time.
5. In the weeks following the internal deadline, FGS will conduct a technical review of your application. Should your application require minor edits, we will return your application, electronically, in the portal then contact you with feedback as well as a

applications will be forwarded to the national competition, up to a maximum number set by SSHRC (known as the quota). This year UVic's SSHRC quota is 49. You will be advised of the outcome – whether or not you have been selected for the national competition – in late November. The review process for the national competition takes place in the new year, and SSHRC will announce the results in April.

This concludes the presentation. Thank you.