

University of Toronto Scarborough
WORKING GROUPS
Updated October 2016

Program Purpose:

Each Working Group will be led by at least one University of Toronto Scarborough research stream faculty member. Senior U of T Scarborough undergraduates, faculty from other University of Toronto divisions or other universities along with postdoctoral fellows and graduate students may be involved.

Guidelines:

The Group will work towards common scholarly and research goals identified and intended to tackle specific topics of interest. Activities of the Working Group may include but are not limited to readings and discussion of papers; field trips to collections or archives; collaborative research, publication, or grant applications; or hosting distinguished visitors. Interdisciplinary or discipline specific proposals are welcome. The U of T Scarborough campus will be the host site of activity for the Working Group, but some events may be held at other locations if appropriate.

Working Groups are funded for one (1) year, with the possibility of renewal. Working Groups may be linked to other conferences or seminars. Up to three (3) Working Groups may be sponsored each academic year, each receiving \$3,000. Applications will be reviewed by members of the U of T Scarborough Research Advisory Board.

How to Apply:

A complete application package includes the following:

1. Proposal: 2 pages maximum (single space, 12pt New Times Roman), in clear **non-specialist language**, under these headings:
 - Description of research and scholarly activity to be undertaken by the Working Group, including aims and outcomes of the Group
 - Organization and leadership for the Working Group
 - Timetable of events and activities for the year
2. List of participants in the Group and their affiliations, which can include anticipated participants (1 additional page maximum for the participant table) with the following columns:
 - Name

- Affiliation
- Faculty/Postdoc/Grad Student/Undergraduate

3. Itemized budget and justification (additional 1 page maximum)

Applications are due by **December 1st**. The submission deadline will be the next business day if the deadline falls on a weekend or public holiday. Please submit proposals in one pdf to Michael Manley by email at researchoffice@utsc.utoronto.ca.