OFFICE OF THE VICE-PRINCIPAL RESEARCH & INNOVATION

University of Toronto Scarborough

INTERNATIONAL RESEARCH COLLABORATION FUND

Updated October 2021

Program Purpose:

The purpose of the University of Toronto Scarborough International Research Collaboration Fund is to provide financial support to U of T Scarborough tenure stream research faculty to establish collaborative relationships with international partners.

Up to $5,000 will be awarded per successful applicant. Up to 6 awards will be given out each academic year with the aim to disperse the awards equitably across the humanities, sciences and social sciences departments at U of T Scarborough. The U of T Scarborough Research Advisory Board comprising of faculty from the humanities, sciences and social sciences departments will adjudicate the applications. Applicants are strongly encouraged to write their applications in **clear non-specialist language**.

Guidelines:

1. Funding will be available to support tenure stream research faculty and/or their graduate student(s) for travel and/or related expenses in the partner country that aim to stimulate research collaboration or the development of joint research projects and/or proposals.

2. Ineligible costs include, but are not limited to, costs incurred to attend conferences, workshops or research institutes, and including registration fees.

3. There is one submission deadline per academic year:
   - **April 1st** – The submission deadline will be the next business day if the deadline falls on a weekend or holiday.

4. Faculty applicants or their graduate student(s) must be travelling between June 1 of the year the application is submitted and returning by May 30 of the following year.

5. Complete application package includes:
   a) Research Proposal: 500 words maximum, using the following headings in **clear non-specialist language**.
      o **Purpose of research**: Outline the purpose of the research and the added value created by the international collaboration
      o **List of Partner(s):** Provide a list of partners including names, affiliations and role of partner(s) in proposed research
      o **Rationale**: Describe how the funds will be used for the purpose of the request as identified
      o **Sustainability**: Provide details on how the research collaboration will be sustained

b) Itemized Budget: Provide an itemized budget and written justification including other confirmed funding sources if applicable (1 page maximum)

6. Please convert your complete application package to PDF format and forward it electronically in one attachment to researchoffice.utsc@utoronto.ca. Late or incomplete submissions will not be considered.

7. Selection Criteria:
   - Appropriateness and feasibility of research purpose
   - Potential impact and/or value added of international collaboration
   - Sustainability of research collaboration
   - Appropriateness, feasibility of, and justification for, the budget requested

8. Post Travel Report: Recipients must submit a brief report (maximum of 500 words) describing activities undertaken during the travel and continued plans for developing and sustaining the international collaboration. The post travel report should be submitted along with original receipts to researchoffice.utsc@utoronto.ca.

9. Eligible expenses include transportation, accommodation and other research related expenses. Per Diem meal allowances are not eligible. All expenses must be supported with original receipts.

   Expense eligibility will be in accordance with **University of Toronto financial guidelines**. Following the travel and the provision of original receipts for expenses, reimbursement will be made by electronic deposit.

10. Successful recipients will be advised of fund transfer arrangements in the award letter.

11. Acknowledgment: Support from the U of T Scarborough International Research Collaboration Fund is to be acknowledged in any research output arising from this funding.

COVID-19 Research Impact Statement:

We recognize that COVID-19 has impacted faculty research activities. Accordingly, we invite applicants to provide information on how COVID-19 has impacted their research activities. This information will be shared with program competition adjudication committees.

Required: Please check no more than two responses.
My proposal is for:
1) Recovery: The award funds research recovery (I was not able to do research, or my research activities have been reduced because of COVID-19 restrictions, and I am seeking funds to recover my research program)
2) Realignment: The award funds realigned research (Restrictions – past, present or anticipated – require that I adjust my research program)
3) Pivot: The award funds a new research agenda or method (Given restrictions and their impact on my research, I am seeking funds to pursue a new area of research)

4) Opportunity: The award funds COVID-19-related research
5) Not relevant: The award will fund ongoing or new work, and COVID-19 has no bearing on this research proposal

Optional: Please specify in no more than 100 words how (if at all) the COVID-19 pandemic relates to/might impact your research proposal.