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| **GLENDON COLLEGE FACULTY COUNCIL**  **Glendon Research and Graduate Studies Committee (RGSC)**  **APPLICATION FOR FUNDS** |

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| --- | --- |
| Applicant Name: | |
| Department or Programme: | |
| Campus Address: | |
| Telephone: | Email: |
| Are you a tenure-track but untenured faculty member also applying for a Junior Faculty fund in this competition? | Yes / No |

**CHECKLIST**

**Make sure your submission includes:**

* This form completed
* One page project description
* CV (if applicable)
* Previous GRG funding report (if applicable)
* Ethics certificate (if applicable and already available)
* Supporting documentation for expenses related to publishing a manuscript (if applicable)
* Supporting documentation for subvention fees or page charges (if applicable)

**1. PREVIOUS GLENDON RESEARCH GRANTS**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Have you received a Glendon Research Grant in the last three calendar years? | Yes |  | No |  |  |

If yes, please append your report on that project. New funds will be released once previous report is submitted. Report template is available here [link]

**2. CURRENT PROJECT**

|  |  |
| --- | --- |
| **Project Title:** |  |

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| --- | --- | --- | --- |
| Starting date: |  | Projected completion date: |  |

|  |  |  |
| --- | --- | --- |
| **Amount requested for this project :** | **$** |  |

Attach a 750 word maximum description of the project, including its academic significance, its place within your discipline and your broader research program, the objectives, and methodology (research activities).

**3. BUDGET DETAILS**

Applicants may apply for up to $4,000. In the winter competition, tenure track but untenured faculty members may apply for up to $8,000 to be funded equally through the Glendon Research Grant and the Junior Faculty Fund.

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| **PERSONNEL** |  |
| **Amount** | **Justification (hourly rate, number of hours, tasks to be completed, etc.)** |
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| --- | --- |
| **TRAVEL** |  |
| **Amount** | **Justification (destination, flight, number of nights, hotel rate, reason for travel, etc)** |
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| **OTHER** |  |
| **Amount** | **Justification (description of expense, why it is necessary to complete the project)** |
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**4. ADDITIONAL SOURCES OF FUNDING**

**Please list all other grants currently held (internal & external), applied for, or anticipated, and indicate their relationship (if any) to this project.**

If none, click here

|  |
| --- |
| **Source:** Click here to enter text. |
| **Title:** Click here to enter text. |
| **Period:** Click here to enter text. |
| **Amount Requested:** Click here to enter text. |
| **Granted:** Click here to enter text. |
| **Relationship to current project:** Click here to enter text. |

|  |  |
| --- | --- |
| How will these other sources of funding will be used in compliment to the proposed GRG. |  |

**5. ETHICS**

1. **Will the research for this project require clearance from the Office of Research Ethics (e.g. human and/or animal participants or biohazardous materials research)?**

YES

NO

1. **If you responded “yes” to question 1, please indicate the status of your ethics approval application with the Office of Research Ethics:**

Approval from the Office of Research Ethics has been acquired, and a copy of the approval certificate is attached to this application.

Approval from the Office of Research Ethics is in process. If this project is funded, a copy of the ethics certificate will be supplied to the Budget Office.

**NOTE: Should you be granted the GRG, your funds will not be released until your ethics clearance has been submitted to the Budget Office. If this application seeks funding for an aspect of a larger project or a closely related one that has already received approval from the Office of Research Ethics, then a copy of that approval certificate is sufficient.**

**6. CURRICULUM VITAE**

*Please attach an up-to-date CV.*

**I understand that:**

**(1) I am required to submit to the Glendon Research and Graduate Studies Committee (RGSC) a progress report on any research accomplished using GRG funds, including a summary of the activities undertaken with the funds, and any outputs resulting from the funds.**

**(2) If I do not submit this report I will not be eligible for a subsequent GRG.**

**(3) In the event that all of the allocated money is not spent, upon completion of the project I will reimburse the unspent amount to the GRG cost centre and provide evidence to the Committee that I have done so.**

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| --- | --- | --- | --- |
| Date: |  | Signature of Applicant: |  |

**Please ensure that this application form is complete, signed and dated. Forward your complete application and documentation to the Glendon Research and Graduate Studies Committee (RGSC), Faculty Council Office, via email to** [council@glendon.yorku.ca](file:///C:/FACULTY%20COUNCIL/Research/2020-2021/council@glendon.yorku.ca)**. Incomplete applications will not be funded.**