

UBC Okanagan Campus Internal Grants Program Terms

Faculty of Creative and
Critical Studies Phone:
(250) 807 8152

INTERNATIONAL UNDERGRADUATE RESEARCH AWARD

Value: Award(s) of up to \$11,500 may be awarded per competition

<u>Application Deadline</u>	<u>Results Expected</u>
February 15 at 11:59 PM	Week of March 1
In the event that the deadline falls on a weekend, the deadline will move the first working day that follows. Funding, if awarded, will take effect after May 1.	

Award Details

Purpose: The international undergraduate student award program supports international undergraduate student research in order to provide exceptional learning experiences for international undergraduates at UBC Okanagan through engagement in research over the summer months. Awards, each having a total possible value of \$11,500, are available to cover research-based activity during the summer.

Value

Each award will consist of:

- 1) \$10,000 stipend paid to the student for a 16-week period during the summer session, less employer related costs (WCB, EI, CPP, 4% Holiday Pay), and
- 2) up to \$1,500 to cover expenses associated with the research project (e.g., materials, supplies). Note, if only \$500 for research expenses are specified in the application, the successful awardee will only receive \$500, for a total award of \$10,500

Adjudication: Grant applications will be assessed by the FCCS Research Committee. It is expected that the competition results will be announced the week of March 1.

Eligibility: Any undergraduate international student currently enrolled full time at UBC Okanagan:

- Must be an international student with a valid study permit for the full summer work term
- Must be legally entitled to work in Canada
- Must be returning to undergraduate studies for the following winter term
- Have successfully completed a minimum of 75 credits towards your degree by the time of receiving the award

Non Eligible:

- Students receiving work stipends through summer research assistantships or other awards are not eligible to hold an International Undergraduate Research Award
- Previous recipients of an International Undergraduate Research Award through this program.

How to Obtain an Award

There are two possible ways to get started:

1. Identify and design your own research project and present it for consideration to a professor
2. Approach a professor involved in research that is of interest to you and work with them to develop a mutually beneficial project

Application Procedure

Students wishing to apply must be associated with a UBC Okanagan faculty member. This faculty member must agree to be your primary supervisor. If more than one faculty member is involved in the supervision of the project, the name(s) of the collaborating faculty member(s) must be included in the application.

Interdisciplinary proposals are strongly encouraged and will receive preference in rankings. **Only one application per student per IURA competition will be accepted.** Only complete applications will be reviewed; applications must be accompanied by the appropriate signatures and transcripts. Students may receive only one IUSRA award while attending UBC Okanagan.

1. The student should complete only the student sections of the International Undergraduate Student Research Award Application Form and then submit it to the primary supervisor of the proposed research project.
2. To ensure confidentiality, the primary supervisor should complete his/her sections of the application, obtain the appropriate unit/department/faculty signatures, and then submit directly to Mackenzie Nichol (mackenzie.nichol@ubc.ca), Administrative Assistant to the Associate Dean of Graduate Studies and Research for FCCS.
3. The **supervisor** submits the original, single-sided, unstapled copy of the Application and Internal Grants Checklist (or submit electronically to the address above) before 11:59 pm on the deadline day.

Transcripts: Transcripts from all post-secondary institutions must be submitted. Unofficial transcripts are acceptable for courses taken at UBC Okanagan. Transcripts from other institutions may be obtained from the International Student Initiative office.

Signatures: Signatures of the applicant, Department/Unit Head (if applicable) and Dean or Dean Designate must accompany all applications. In cases of technical difficulty obtaining multiple electronic signatures on the form, email confirmation *from the signatory* may be forwarded in lieu of signature on the form

Application Submission

When the application is complete, submit the original copy of the application (including the required attachments) to Kayla Jakuboski in the office of the Associate Dean of Graduate Studies and Research For FCCS or adjudication by the Research Scholarship Policy and Awards Committee.

The application must be received by 11:59 pm on the deadline day.

Applications are to be emailed to mackenzie.nichol@ubc.ca

PLEASE NOTE: Supplementary documentation will not be accepted after the application has been submitted, **unless requested by the Research Committee**

Late applications will NOT be accepted.

International Project: For students whose research involves travel outside of Canada, please consult UBC's Student Safety Abroad Website, and make sure to register on the Safety Abroad Registry. For questions about preparing for safe travel, contact safety.abroad@ubc.ca. You will need approval to conduct your research abroad as all award recipients are required to reside in Canada during their employment.

Additional Information

Evaluation Criteria: The selection committee will consider the following criteria, applying equal weight to each category:

A. Quality of proposed research:

- Originality and innovation
- Merit of research and potential impact on the field
- Strength of research design and overall feasibility of proposed research
- Clarity, presentation and logic of proposal

B. Researcher's abilities, qualifications and potential for growth:

- Personal initiative and working autonomy
- Ability to think critically and analytically
- Ability to apply skills and knowledge
- Determination and ability to complete projects in timely fashion
- Communication skills
- Past academic achievement
- Relevant academic training and experience
- Other relevant experiences and accomplishments

Non-eligible expenses: include conference attendance and equipment already available through the department (eg. computer hardware and software.) If you require computer equipment not already available, quotes from UBC IT Services must be included in your application.

Grant Administration:

- Individuals PGs (Project Grant Accounts) will be established for each grant-holder in their faculty supervisor's name
- Expenditures against this PG will be claimed by the awardee as Expense Reports in Workday
- No extensions of the award will be permitted
- Unused funds from the expense portion of the award will be returned to the source PG at the end of the award term
- The stipend portion of the award includes a WCB deduction of 8%.

Please inform Faculty of Creative and Critical Studies (Iacia.vogel@ubc.ca) immediately if you decide to decline this award, or if circumstances have changed such that it is no longer required; failure to do so may affect future Internal Research Grant applications.

Research Ethics: Grant recipients must have approval from the appropriate research ethics board (if required) within six weeks of award notification.

Reporting: All awardees must submit an IURA Final Report to the **FCCS and the International Student Initiative** no later than six weeks following the completion of the funding. Faculty supervisors must sign off on the report.

Social Insurance Number: A Social Insurance Number (SIN) is required to be employed in Canada. For details on how to obtain a SIN, please visit this website – <http://www.servicecanada.gc.ca/eng/sc/sin/index.shtml>