

# FCCS Research Fellowship Guidelines

FCCS offers one Research Fellowship *or* one Creation/Curation Fellowship per year on a competitive basis. These awards support *tenured* scholars in projects of scholarly research and scholarship of teaching and learning (for the Research Fellowship) or research creation and artistic curation (for the Creation/Curation Fellowship) that are intellectually adventurous and likely to result in significant academic and/or social impact.

The applicant must present a coherent project with a clearly stated objective and well-defined research plan, and demonstrate a substantial record of scholarly and creative contribution and external funding applications in the past three years. The timing and criteria of the fellowship align with the Sam Black Award for Education and Development in the Visual and Performing Arts, the Dorothy Somerset Award for Performance Development in the Visual and Performing Arts (alternate years only) and the Killam Faculty Research Fellowship (KFRF) so that recipients of the faculty fellowship are well-positioned to apply successfully for further awards.

The amount of the research award is \$8000 in unrestricted research funds, an amount equivalent to one course release. FCCS Research Fellows may hold a KFRF or other leave fellowships concurrently (total awards not to exceed full salary).

## ELIGIBILITY

FCCS Research Fellowships are open to all full-time tenured faculty in the Faculty of Creative and Critical Studies at UBC Okanagan. Pre-tenure faculty are ineligible.

- Research creation scholarship is eligible for the FCCS Fellowship.
- Faculty in the Educational Leadership stream are eligible to receive an FCCS Fellowship to undertake scholarship of teaching and learning, but not to undertake course or curriculum development.
- Eligible Fellows will be supported by the Associate Dean of Research to develop a campus-wide award application.
- Each faculty member is eligible for only one FCCS Research Fellowship in his or her lifetime.

**Questions?** [jodey.castricano@ubc.ca](mailto:jodey.castricano@ubc.ca)

## DEADLINE

February 15, 2024

The Research Committee will advise the Dean by ranking the applicants.

## APPLICATION SUBMISSION

In addition to completing the application form and supplying a 50-word citation describing the research in lay terms, the following material will also be supplied by the applicant:

- Two-page Research Plan
- Official UBC CV format required with research output from previous 3 years highlighted

In addition to completing the application form for the FCCS Research Fellowship, applicants are required to do *one* of the following:

- Contact an arms-length referee for a supporting letter. The referee must submit their letter directly to the Associate Dean of Research and Graduate Studies
- Provide a copy of a book contract from an academic publisher or equivalent
- Provide a copy of a curator's agreement or equivalent confirming exhibition/event details

The completed application should be compiled as a single PDF containing the application form, Research Plan, and CV documents via email to: [lacia.vogel@ubc.ca](mailto:lacia.vogel@ubc.ca)

## LETTER OF SUPPORT

- The letter of support is critical to the selection process and should focus on the applicant's research. It must be from an individual who is objectively able to assess the work to be carried out. Given that applicants represent varied disciplines each of which may have different expectations about kinds and quantities of scholarly output, it would aid the selection process should the letter of support place the applicant's record in the context of their field.
- The letter should preferably be from an individual from outside UBC and at arm's length – this may not include your thesis or dissertation supervisor(s), anyone you have supervised, or anyone with whom you have collaborated (as co-author or co-investigator) within the past 24 months.
- As well as supporting the selection process, this requirement is intended to help prepare for a campus-wide award application. The Sam Black Award and the KFRF require three letters of support.
- **Please note: It is the responsibility of the applicant to contact the referee for a supporting letter, but the referee must submit their signed letter directly to the Associate Dean of Research and Graduate Studies.**

## FORMAT – LETTER OF SUPPORT

- The referee may send their signed letter (PDF format) by email to the attention of [jodey.castricano@ubc.ca](mailto:jodey.castricano@ubc.ca). The letter must be signed.
- The referee may also submit their signed letters by mail, but the referee letter must be date-stamped by the February 15 deadline.

## BOOK CONTRACT

- Academic book contracts or equivalent should identify the publisher and author and be signed by all parties. The contract should specify the projected date of delivery of the manuscript. If author percentages are not identified (eg. monograph or edited collection with two co-editors) in the contract, this information should be included in the Research Plan.
- The contract should be directly related to the Research Plan, with the award meant to support the applicant's ability to fulfill the contract.
- Book contracts will be considered as part of the overall merit of the application and applicants may wish to include in the Research Plan relevant context and details as to why this publisher is especially appropriate for the research and its potential to advance the scholarly and/or social impact of the research.

## FORMAT – BOOK CONTRACT

- The book contract (PDF) should be submitted by the applicant along with the Research Plan and CV.

## CURATOR'S AGREEMENT or EXHIBITION CONTRACT

- A curator's agreement or exhibition contract or similar should identify the location and venue of the exhibition or event, the dates of the show, and be signed by all parties. If the role of the applicant is not identified (eg. solo exhibition or group exhibition; director of a performance) in the letter, this information should be included in the Research Plan.
- The agreement should be directly related to the Research Plan, with the award meant to support the applicant's ability to fulfill the agreement.
- An agreement letter or similar will be considered as part of the overall merit of the application and applicants may wish to include in the Research Plan relevant context and details as to why this venue is especially appropriate for the research creation/curation and its potential to advance the scholarly and/or social impact of the creation/curation.
- This fund is meant to support research creation/curation activities; it is not meant to fund events themselves.

## FORMAT – CURATOR'S LETTER

- The agreement (PDF) should be submitted by the applicant along with the Research Plan and CV.