

STUDENT LED RESEARCH GRANTS

Eligibility:

Any student currently enrolled at Kwantlen Polytechnic University is eligible. Applicants must intend to return to Kwantlen Polytechnic University as an undergraduate student in the semester immediately following the completion of the research project.

Applicants must be legally entitled to work in Canada. They must be a Canadian Citizen, a permanent resident of Canada, or an international student with a valid study permit.

Students wishing to apply must be associated with a faculty member. The faculty supervisor must agree to supervise the project, and ensure that it complies with university policies.

Awards can cover any expenses related to the research project or to its dissemination. Awards can range to a maximum of \$1,500 per student.

Travel awards presented only for student travel to a conference in order to present a poster or paper based on their research. For co-authored papers, we can only entertain applications for travel awards from one author.

Application Procedure:

Students must complete the online application as the Primary Investigator. Indicate which grant you are applying for Under “Project Sponsor”: Agencies should be Kwantlen Polytechnic University and “Program” should be “Student Led Research”.

The faculty supervisor must input additional information on the application form. On the first tab of the application titled “Project Summary”, the faculty supervisor must insert their comments in the box titled “Project Comments”. The faculty supervisor then completes the “Project Team Info.” portion of the application as the Co-Investigator by including their information under the “Project Team Members” section. Moving to the “Student Led Research Grants” tab, please answer the questions under the third tab indicating “Completion by the Faculty Supervisor.”

By submitting the application, the proposal will automatically go to the Dean or Associate Dean for review and approval. The Dean's office will then submit the application to the Research Office for adjudication.

Each student must include you, the faculty member as the co-investigator and to insure you review and complete the third sub tab under the Student Led Research tab on the applications, please insert your comments in the "Project Comments" box on the "Project Info." tab.

Once you are showing as the co-investigator, you will be able to search for your projects and the Student Led Research applications will show in your search.

The Dean's office will then submit the application to the Research Office for adjudication. **Please note that only complete applications are considered.**

Adjudication:

The Research Grants Committee will assess Grant Applications and will make the final decision. Competition results announced within one week of the deadline date.

Criteria:

In evaluating applications, the following criteria are considered:

- **Proposed Research:**
 - Originality and Innovation
 - Merit of Research
 - Strength of research design and overall feasibility of proposed research
 - Interdisciplinary Elements (not mandatory, but encouraged)
 - Clarity, presentation, and logic of proposal
- **Researcher's ability, qualifications, potential for growth:**
 - Relevant academic training and experience
 - Other relevant experience and accomplishments

Grant Administration:

Each grant holder receives an Individual research account through the Office of Research and Scholarship. Expenditures charged to this account are processed through the ORS.

Research involving human participants must have ethical oversight, including delegated or REB review as required by policy. Funds are held pending confirmation of this oversight.

Expense Claims:

You and your faculty supervisor must sign the expense claim form and attach applicable receipts. Forward completed expense claim documents to the Office of Research and Scholarship for processing.

Receipts are required. There is no per diem rate.

Reporting:

A product from a **research award** is required: i.e. research paper, survey, presentation.

A financial report showing how the funds were disbursed, and a brief report showing research results, and/or a brief description of the project is required within **30 days** of the project end date.

For conference attendance, a conference program or similar materials showing participation are required.

The faculty supervisor must sign off on this report to confirm project completion.

Please submit this report to the Office of Research and Scholarship.