

Contemporary Issues in Student Mobility: Proposal Template

Please include the following elements in your proposal in no more than five pages. Include CV(s) (ten pages maximum for each researcher) as an addendum.

<p>Proposal Title and Proponent</p> <ul style="list-style-type: none"> Briefly identify the project, and name(s) of the researcher(s). Indicate whether the contract will be with an individual, institution, agency, or company. If a research team will be carrying out the project, a member of the research team must be identified as the contractor.
<p>Background/ Context (150-300 words)</p> <ul style="list-style-type: none"> Identify project goals and objectives. Provide a conceptual framework for the project, including the scope of the research. Explain how the proposed project fits the Council's mandate and relevant research areas.
<p>Methodology (300-500 words)</p> <ul style="list-style-type: none"> Provide a description of all steps/methods that will be used to complete the project. Provide explanations of why the proposed methodology is appropriate for the project and its objectives. Indicate whether Research Ethics Board (REB) approval is required for the project, and if so, what steps will be taken to obtain the approval.
<p>Tasks (70-150 words; use tabular format if preferred)</p> <ul style="list-style-type: none"> Identify the roles and specific tasks of the researcher. For a team of researchers, identify tasks for each researcher on the team. If the project requires collaborating with other organizations or institutions, describe the collaboration plan and format. Identify any potential or perceived conflicts of interest between this project and the researcher(s) current affiliations or other projects.
<p>Milestones (150-300 words; use tabular format if preferred)</p> <ul style="list-style-type: none"> Identify desired start and end dates for the research contract. Identify deliverables and due dates for each deliverable (e.g., literature review, development of survey instrument, data collected, draft report, revisions of draft report, final report).
<p>Budget (150-300 words; use tabular format if preferred)</p> <ul style="list-style-type: none"> Include hourly or daily rate for each researcher. If budgeting for release time, include the total amount requested. Provide an itemized list of budget components including fees, travel, expenses, based on the projected hourly/daily rate. A budget item for copyediting of the draft final report by a qualified editor is strongly encouraged. Identify whether GST is relevant for any budget items. Identify whether an institutional overhead applies to the contract. Institutional overhead costs beyond \$500 will not be funded. Identify, if applicable, any in-kind or monetary institutional support for the project.
<p>Project Team's Experience (150-300 words for each researcher)</p> <ul style="list-style-type: none"> Summarize each researcher's experience relevant to the project.

The ranking of the proposals will be based on the project's goals and methodology (75% of the ranking), and the alignment of the budget with the proposed activities (25% of the ranking).

Approval of a project will be subject to the successful negotiation of a contract between the researcher and BCCAT.