



UNIVERSITY OF
ST. MICHAEL'S COLLEGE
IN THE UNIVERSITY OF TORONTO

**GUIDELINES FOR RESEARCH AND TRAVEL SUPPORT (SSHRC)
USMC RESEARCH ADMINISTRATION COMMITTEE**

June 2008

TRAVEL/CONFERENCE SUPPORT

(maximum award to any one individual: \$1500 per year)

1. Must be full time faculty member, librarian, retired faculty or fellow.
2. Must be presenting at the conference. Abstract and notice of acceptance to be included with application, or (notice of acceptance) follow as soon as available.
3. Priority will be given to those seeking tenure and/or promotion, full time faculty and full time librarians.
4. Preference will be given to applicants who have applied for a major grant (SSHRC, Lilly, etc.) within the past three years.
5. Typically only one grant per (award) year per applicant to a maximum of \$1500 or an amount to be determined for that year based on the total amount of SSHRC funding received.
6. Only actual travel costs (air or ground) plus subsistence (Cdn. \$50/day) are considered.
7. Applications must be accompanied by the applicant's CV in an approved academic format.
8. Applications received after a published deadline will not be considered in that round. Deadlines will be posted on the USMC website. (www.utoronto.ca/stmikes)
9. Incomplete applications will not be considered.

RESEARCH SUPPORT (maximum award to any one individual: \$3500 per year)

1. Must be full time faculty member or librarian.
2. Priority will be given to those seeking tenure and/or promotion.
3. Must have applied for major research grant (e.g.SSHRC) within the past 3 years
4. Publication to come out of the research
5. Eligible expenses include: student research assistant; printing/scanning costs; travel (actual transportation plus subsistence as above)
6. Applications must be accompanied by applicant's CV in an approved academic format.
7. Applications received after a published deadline will not be considered in that round.
8. Incomplete applications will not be considered.

HOSTING OF CONFERENCE OR COLLOQUIUM SUPPORT (maximum \$3500)

Eligible expenses:

1. travel costs (not honoraria or accommodation) for speakers
2. printing of program and/or marketing materials (SSHRC support to be acknowledged on any printed material)