



Application #: _____ (for office purposes only)

WACE 2019 Research Grant Application

Section A: Principal Investigator and Research Team Details

Research Project Title:	
Principal Investigator:	
Title/Position of Principal Investigator:	
Primary Institution of Principal Investigator (must be a post-secondary/tertiary institution):	
Work Address of Principal Investigator:	
Telephone of Principal Investigator:	
Email of Principal Investigator:	

Indicate the role/position that best describes the Principal Investigator. (Pick only one)

- University Faculty
- College Faculty
- Postdoctoral Fellow
- Non-faculty Qualified Researcher

List other members of the research team for this project and identify their role in the project (e.g. co-applicant, research assistant)

	Name	Title & Institution	Role in the Project
1.			
2.			
3.			
4.			

Does your proposal involve human beings as research subjects or sensitive administrative data?

Yes No

If yes, WACE requires that applicants submit their research proposal to institutional Research Ethics Boards and comply with ethical standards requirements.



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Describe the Principal Investigator's background experience that is relevant to this project (max 600 words).

- Describe relevant background experience and knowledge that will contribute to the successful implementation and completion of the project (e.g. qualifications, other research projects, peer-reviewed publications, policy reports, and project management experience).
- The Principal Investigator and all Co-Applicants must attach their Curriculum Vitae to the Application Form.

Describe how the proposed project builds on and extends the Principal Investigator's current research? (max 300 words)



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Information on Signing Authority at your Institution or Organization

Provide information on the individual in the research or finance office at your institution who will be responsible for managing the financial administration of this project. This individual must not be the Principal Investigator or any other researcher associated with the project.

Name of Signing Authority	
Position/Title	
Name of office/department	
Address	
Email	
Phone Number	

Declaration of Principal Investigator

By submitting this grant application to WACE, I verify that all information contained in the application is correct and accurate to the best of my knowledge. I verify that I am eligible to hold an external research grant at my institution. I agree to comply with my institution's Research Ethics Board approval and any terms and conditions of approval for research involving human subjects and sensitive administrative data. I further acknowledge that WACE and the IRG Executive have the right to verify this information prior to the review process and the awarding and/or distribution of money should my application be successful and my project funded.

Principal Investigator (Full Name):		Date:	
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Section B: Proposed Research Project

PLEASE ENSURE THAT SECTIONS B AND C DO NOT INCLUDE INFORMATION THAT COULD IDENTIFY THE RESEARCHER(S) AND THE INSTITUTION(S) INVOLVED WITH THIS PROJECT. SECTIONS B AND C ARE SENT OUT FOR BLIND REVIEW.

Please use the following acronyms when describing specific individuals involved and/or institutions where data collection will be taking place:

1. **PI** for Principal Investigator
2. **PI-I** for Principal Investigator's institution
3. **CoA1** for Co-Applicant 1; **CoA2** for Co-Applicant 2, etc.
4. **CoA1-I** for Co-Applicant 1 institution, etc.

Indicate the type of proposed project. Include all types that are applicable.

- Archival Data or Meta-Analysis
- Original Research with new Qualitative and/or Quantitative data collection

Select all research themes that correspond to your study and write a brief description of how your project fits with each selected theme.

- I. Mapping and Reconciling Goals and Expectations Across Multiple Stakeholders**
Examples:
 - How does WIL meet the needs of students, institutions, alumni, employers, industry, government, and/or community?
 - What perspectives do employers have of CWIE?**Description: (max 100 words)**

- II. Social and Political Trends - including gender, race, socio-economic status, and accessibility:**
Examples:
 - What is the impact of cultural intelligence and global citizenship on student employability?
 - How are institutions and employers ensuring equal access to CWIE programs and work placements for all students?
 - What is the impact of social networking and expectations of corporate confidentiality on employers' expectations of students?
 - What is the impact of political shifts and economic challenges on policy and program development at the institutional level?**Description: (max 100 words)**

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III. Assessment and Evaluation

Examples:

- What is the impact of institutional program assessments on student employability and/or employer retention?
- How reliable are students' self-assessments and do the outcomes match employers' assessments of student performance?
- What are the best methods and instruments for assessing the outcomes of participating in a CWIE program?

Description: (max 100 words)

IV. Graduate Attributes

Examples:

- What graduate attributes are necessary for global citizenship and success in a global labour market?
- What are the learning outcome differences between multidisciplinary work experiences and discipline-specific work experiences?

Description: (max 100 words)

V. Transfer of Learning

Examples:

- Are students applying the theories learned in the classroom to their practice in the workplace?
- Does practical work experience gained from CWIE impact career identity, career development and/or career certainty?

Description: (max 100 words)



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Provide a description of your research project. (300-600 words)

- Statement of problem and rationale for the study.
- Include the main research themes, conceptual approach, stakeholders, key findings from the literature, research gaps, and research questions.

Provide a description of your research methodology. (600-800 words)

- Identify your methodology including type of study (i.e. case study, meta-analysis, original research data analysis).
- Describe the research design (i.e. qualitative, quantitative, or mixed-methods) sampling methods (i.e., recruitment, sample size), key variables, instrumentation (attach all instruments as appendix if possible), data collection, and data analysis to be used (i.e. descriptive statistics, etc).
- Summarize the procedural steps required to complete the project.
- Summarize the limitations of the study.
- Attach a copy of all instruments/questionnaires to be used for data collection



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Explain how this project will advance and strengthen the understanding of cooperative and work-integrated education (CWIE) in post-secondary/tertiary education across the globe (300-600 words).

- Specify how the results of this project will have educational implications for CWIE programs across geographic regions and/or more than one institution.



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Section C: Budget AND Dissemination

Describe the dissemination strategy. (max 250 words)

Note: Findings MUST be presented at either either the 2020 WACE International Research Symposium or the WACE World Conference in 2021

- Explain how the research findings will be structured to ensure the results are easy to communicate (i.e. conference presentations, publications)
- Provide details on the WACE event where research findings will be presented (i.e., World Conference or International Research Symposium) and possible journals where findings will be published.

Timelines for the project.

- Describe the projected timeline and process that will be used to ensure that the project will be complete by June 30, 2021.

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Proposed Budget

Category	Description/Justification	Amount
Personnel Costs (Research Assistants)		\$
<input type="checkbox"/> Undergraduate Student		
<input type="checkbox"/> Graduate Student		
Travel Costs (for data collection, attendance at a WACE event) NOTE: *must not exceed 30% of total budget		\$
<input type="checkbox"/> Principal Investigator		
<input type="checkbox"/> Other Team Member		
<input type="checkbox"/> Student		
Equipment and other costs (e.g., participant remuneration, instruments)		\$
<input type="checkbox"/> Non-disposable equipment		
<input type="checkbox"/> Other		
Grand Total Requested		\$
In-Kind Support		\$

- Eligible expenses: research assistants, printing, postage, photocopying, software (e.g., SPSS), participants' honorariums or draw prizes, travel to a WACE Conference or symposium (maximum 30% of budget for travel).
- Ineligible expenses: researcher salaries, institutional overhead, permanent equipment, capital expenses, travel expenses exceeding 30% of the budget.

Note: Portions of this template are adapted from the OHCRIF Application, Ontario Ministry of Training, College, and Universities

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Section D: Evaluation Criteria

(For Information Purposes Only – to be completed by the REVIEW COMMITTEE)

STAGE 1 - SCREENING	Yes/No
<p>Application is complete</p> <ul style="list-style-type: none"> <input type="checkbox"/> Sections A, B, and C are complete <input type="checkbox"/> Sections B and C do not have any identifying information and are ready for blind review <p>Note: Applications with minor amendments will be returned with the option to resubmit within a tight timeline. Incomplete applications (i.e., major amendments/revisions required) will be deemed ineligible and therefore not sent for double blind review.</p>	
STAGE 2 - SCREENING	Yes/No
<p>Principal Investigator Qualifications</p> <ul style="list-style-type: none"> <input type="checkbox"/> Principal Investigator meets all grant criteria <input type="checkbox"/> Principal Investigator has relevant expertise/education and research experience to undertake the proposed project. Experience is demonstrated through past research and publications as indicated on the CV. <input type="checkbox"/> Principal Investigator has declared they are qualified to hold a grant at their institution 	
STAGE 3 - BLIND REVIEW EVALUATION CRITERIA	MAXIMUM POINTS
<p>Scientific merit, viability, and contribution to field</p> <ul style="list-style-type: none"> <input type="checkbox"/> The topic is relevant to CWIE. Priority will be given to projects that are new and add to the literature rather than on replication. <input type="checkbox"/> The research project demonstrates knowledge of current debates relevant to the topic under consideration. 	25
<p>Clarity of Purpose and Objectives</p> <ul style="list-style-type: none"> <input type="checkbox"/> The project is clearly defined. <input type="checkbox"/> The scope of the project is appropriate for the timeframes and research themes of the 2016-17 WACE Research Grant. 	15
<p>Appropriateness, detail, and clarity of research design</p> <ul style="list-style-type: none"> <input type="checkbox"/> The methodology is appropriate for the research or review project and is the most suitable to answer the research questions. <input type="checkbox"/> The methods are clearly described (e.g. details are provided on the research approach, participant recruitment strategies, sample size, key variables etc. <input type="checkbox"/> Limitations as well as steps required to complete the project are identified. 	25
<p>Plan for Project Management and Adequacy of the budget</p> <ul style="list-style-type: none"> <input type="checkbox"/> The investigator has provided a clear plan and timelines for how the project will be coordinated and administered. <input type="checkbox"/> The proposed budget is realistic, detailed, and aligned with the anticipated needs of the project. 	15
<p>Plan for dissemination of results</p> <ul style="list-style-type: none"> <input type="checkbox"/> The investigator identifies project deliverables, dissemination tools, and a plan to communicate findings to the CWIE research community. 	10
<p>Overall scholarship of the proposal</p> <ul style="list-style-type: none"> <input type="checkbox"/> Proposal is written in an academic and scholarly way 	10
TOTAL	100