

## **INTERNATIONAL TRAVEL GRANTS for research in social sciences and humanities**

### Description

The International Travel Grants for research in social sciences and humanities provide financial assistance for the dissemination of the highest-quality research done at the Faculty of Health Sciences. Supporting researchers, the Faculty and the University to present their research results at international conferences, will enable them to become better known on the global scene. As representatives of the Faculty and the University of Ottawa, participation of researchers at conferences should help to promote the image of the FHS and the University of Ottawa internationally. Funds will be granted as a contribution to travel costs only.

Financial assistance covers registration fees, transportation and living expenses, to a maximum of \$1 500 per award. Successful applicants cannot submit a new request for funds until at least a year following an award.

### Applicant Eligibility

Only researchers who are presenting research aligned with social sciences and humanities may apply. Examples of disciplines that may be considered are: Archival Science, Communications and Media Studies, Leisure Studies, History, Philosophy, Religious Studies, Anthropology, Criminology, Demography, Economics, Education, Urban and Regional Studies, Environmental Studies, Folklore, Geography, Industrial Relations, Law, Management, Business, Administrative Studies, Political Science, Psychology, Social Work, Sociology, Interdisciplinary Studies, and Women's Studies. **Priority must be given to early career researchers (first 5 years) who do not hold SSHRC funds but plan to apply to an external organization within the next 18 months.**

To be eligible, the applicant must also:

- Be a full-time tenured or tenure-track member of the Faculty of Health Sciences
- Demonstrate alignment of research project with social sciences and humanities
- Intent to apply to an external agency in the next 18 months
- Demonstrate the international nature and significance of the conference (size; internationality, relevance to research subject, involvement of international or national professional organizations, etc.)
- Provide evidence of attendance of faculty member and trainee at the conference; trainee must be a member of the Faculty of Health Sciences
- If recipient of a previous International Travel Grant, you must also include proof of an application for funding to an external agency, within 18 months of receiving the travel award, as well as acceptance of a peer-reviewed paper related to the data presented at the conference previously funded by the travel award.

**The grant may not be awarded to the same researcher in two consecutive years**

### Submission Deadline

There is no deadline for the International Travel Award opportunity. Proposals will be considered on an ongoing basis.

Applications must be sent by email to the Research Office of the Faculty of Health Sciences ([fssrecherche@uottawa.ca](mailto:fssrecherche@uottawa.ca)).

### Application procedures

Applicants must submit a completed Application form for support of knowledge dissemination and networking activities, supported by:

- A cover letter addressing how they meet all eligibility criteria (2 page maximum)
- A budget not exceeding \$1,500. Budget items may include registration fees, transportation and living expenses for the official days of the conference plus two traveling days;
- A copy of the abstract to be presented and proof of acceptance by the conference organizers;
- An abbreviated CV (Common CV or equivalent)

#### Adjudication Process

As a limited number of awards are available, applications will be evaluated and selected by the Faculty Research Committee, which is chaired by the Vice-Dean Research, and includes 5 faculty members, one member from each School.

All requests will be acknowledged and notification of Committee recommendation, as well as comments, will be sent to each applicant after the review process.

#### Post-conference procedures

If your application has been selected, please communicate with your school financial officer to organize advance payment and reimbursement post-conference. Receipts / Invoices will be required upon approval of application, as per established uOttawa procedures for reimbursement; [Policy 21](#) & [Procedure 16-11](#). Cash advance must be done via the Concur reimbursement system and the approval from the committee is required and must be attached in order for the Finance department to issue a cash advance for this request.