

Submission Instructions

Send the completed application form, including required attachments, to rwprizes@uwo.ca no later than 4 p.m. on **Monday, March 8th, 2021**. Only electronic submissions will be accepted; no hard copies should be submitted.

A ROLA proposal must also be submitted along with the completed application.

1. Applicant Information			
Full Name:			
Email:			
Department:			
Faculty:			
Rank (e.g. Prof., Associate Prof., Assistant Prof., etc):			
Status (e.g. Limited term, Tenure-track, Tenure. etc):			
Date of first appointment at any University:			
Date of first appointment at Western University:			
2. Project Information			
Project title:			
Total requested amount:			
ROLA proposal ID:			
3. Certification information			
If this research will involve any of the following certifications, place an X in the appropriate box. The university shall release research funds only after receiving confirmation that researchers have obtained all required certifications or approvals required by Western.			
Human:	<input type="checkbox"/>	Animal:	<input type="checkbox"/>
Approval #:	<input type="text"/>	Approval #:	<input type="text"/>
		Biohazard:	<input type="checkbox"/>
		Approval #:	<input type="text"/>

6. Student Supervision and HQP Training

	Currently		Over the past 5 years (excluding current year)		Total
	Supervised	Co-Supervised	Supervised	Co-Supervised	
Undergraduate					
Master's					
Doctoral					
Postdoctoral					
Others					
Total Number					

Description of HQP Development

Explain the project's contribution to the development of Highly Qualified Personnel in language suitable for non-experts. **Max. 300 words.**

Attachments

Prepare all attachments following the guidelines below.

- Language should be suitable for reviewers who may not be experts in the discipline.
- Pages must be 8 ½" x 11", with margins of at least ¾" (1.87 cm)
- Text must be single-spaced, no smaller than 12-point font (Arial, Times New Roman or similar)
- The name of the project leader should be in the header
- Images and figures are allowed, within the stated page limits

Part A: Proposal Description (Maximum 5 pages)

Must include:

- I. **Objectives and Hypothesis:** provide the objectives and underlying hypothesis
- II. **Present State of Knowledge:** describe the context of the proposed research.
- III. **Methodology:** describe the research design, including methods, analysis and criteria for evaluation.
- IV. **Research Impact and Dissemination:** explain the significance for your field of study and the knowledge dissemination plan.

Part B: References (Maximum 2 pages)

List any literature references cited in the proposal.

Part C: Budget Justification (Maximum 1 page)

Must include:

- I. Detailed explanations for costs itemized in the budget table above. Applicants should include written quotes for equipment and travel when submitting the application.
- II. Specific justification why support is being requested from this funding source, i.e. why other funds, currently held or potentially available, cannot be used. If additional funding is being sought for this project, it must be disclosed here.

Part D: Letter of support

Letter from a well-recognized referee from the applicant's field of research. Referees are **not** required to be "arm's length".

Part E: Current CV

Any format, no page limit.