SGS INFORMATION SESSION - SSHRC DOCTORAL AWARDS FOR STUDENTS

FONG DI CATERINA
FALL 2024

<u>Important Disclaimer!</u>
What is said (or not said) at this info session does not supersede the material contained in the agencies' guidelines or application packages.

UNIVERSITY OF TORONTO
SCHOOL OF GRADUATE STUDIES

STATEMENT OF ACKNOWLEDGEMENT OF TRADITIONAL LAND

We wish to acknowledge this land on which the University of Toronto operates.

For thousands of years it has been the traditional land of the Huron-Wendat, the Seneca, and the Mississaugas of the Credit River.

Today, this meeting place is still the home to many Indigenous people from across Turtle Island and we are grateful to have the opportunity to work on this land.

MS TEAMS - ASKING QUESTIONS

- We are recording this session to be uploaded to the SGS website.

- Quick clarification questions on a particular slide may be entered in the chat during the presentation.

- Please save all other questions to the end of the presentation. Email us separately on questions that are personal to your scenario (specifically for calculating the number of months of eligibility), unless it's general enough that it'll apply to other applicants as well.

- The video and slides will be available on the on the SGS CGS Doc award webpage under "Additional Information" https://www.sgs.utoronto.ca/awards/canada-graduate-scholarships-doctoral-cgs-d%e2%80%8b-program%e2%80%8b/#section_5

AGENDA

1. **Introduction**
   - The Federal Tri-Councils & Subject Matter Eligibility
2. **SSHRC Competition Overview** – CGS D & Fellowship
   - Value & Tenure
   - Eligibility
   - Where & How to Apply
   - Adjudication
   - Previous Results
3. **Michael Smith Foreign Study Supplement**
4. **Questions**

INTRODUCTION
SSHRC DOCTORAL AWARDS

FEDERAL TRI-COUNCILS

The major federal source of funds for research and scholarship in academic institutions

- Canadian Institutes of Health Research (**CIHR**)
- Natural Sciences and Engineering Research Council (**NSERC**)
- Social Sciences and Humanities Research Council (**SSHRC**)
- **Please Note**: You may only have **one** active application per year at **one** granting agency (NSERC, CIHR or SSHRC), with the exception of Vanier. Subsequent applications to multiple agencies will be disqualified. If you were deemed unsuccessful at your graduate unit for your doctoral application, and if eligible, you may submit a CGS Master's application, as your doctoral application is no longer considered active.

VALUE & TENURE

CGS Doctoral

- $40,000 a year for 36 months
- Can only be held at a recognized Canadian university
- http://www.nserc-crsng.gc.ca/Students-Etudiants/PG-CS/CGSD-BESCD_eng.asp

SSHRC Doctoral Fellowships

- $40,000 a year for 12 to 36 months
- Can be held at a recognized university in Canada or abroad
- http://www.sshrc-crsh.gc.ca/funding-financement/programs-programmes/fellowships/doctoral-doctorat-eng.aspx

SSHRC determines the value and duration of an award based on the number of months of full-time doctoral studies that have been completed by December 31 of the year of application. (Not the proposed start date of the award)

SSHRC BASIC CRITERIA

Applications to SSHRC must meet the following two criteria:

1. The proposed research or related activities must be primarily in the social sciences and humanities (i.e., aligned with SSHRC's legislated mandate).

2. The intended outcome of research must primarily be to add to our understanding and knowledge of individuals, groups, and societies – what we think, how we live, and how we interact with each other and the world around us

Selecting the Appropriate Federal granting agency:
http://www.science.gc.ca/eic/site/063.nsf/eng/h_FEE7261A.html?OpenDocument#SSHRC1

SSHRC Guidelines for Eligibility of Applications Related to Heath:
http://www.science.gc.ca/eic/site/063.nsf/eng/h_FEE7261A.html?OpenDocument#SSHRC2

SUBJECT MATTER ELIGIBILITY – INTERDISCIPLINARY/HEALTH RELATED RESEARCH

Applicants with questions or whose subject matter has significant overlap, or future application to health (in particular studying a disease population, therapy or health systems), should email fellowships@sshrc-crsh.gc.ca with a one-page summary of their research proposal in advance of submitting an application to seek clarification or a ruling.

Include a copy of the ruling/email confirmation from SSHRC with your application.

Complete guidelines on selecting the appropriate federal granting agency are available at www.science.gc.ca

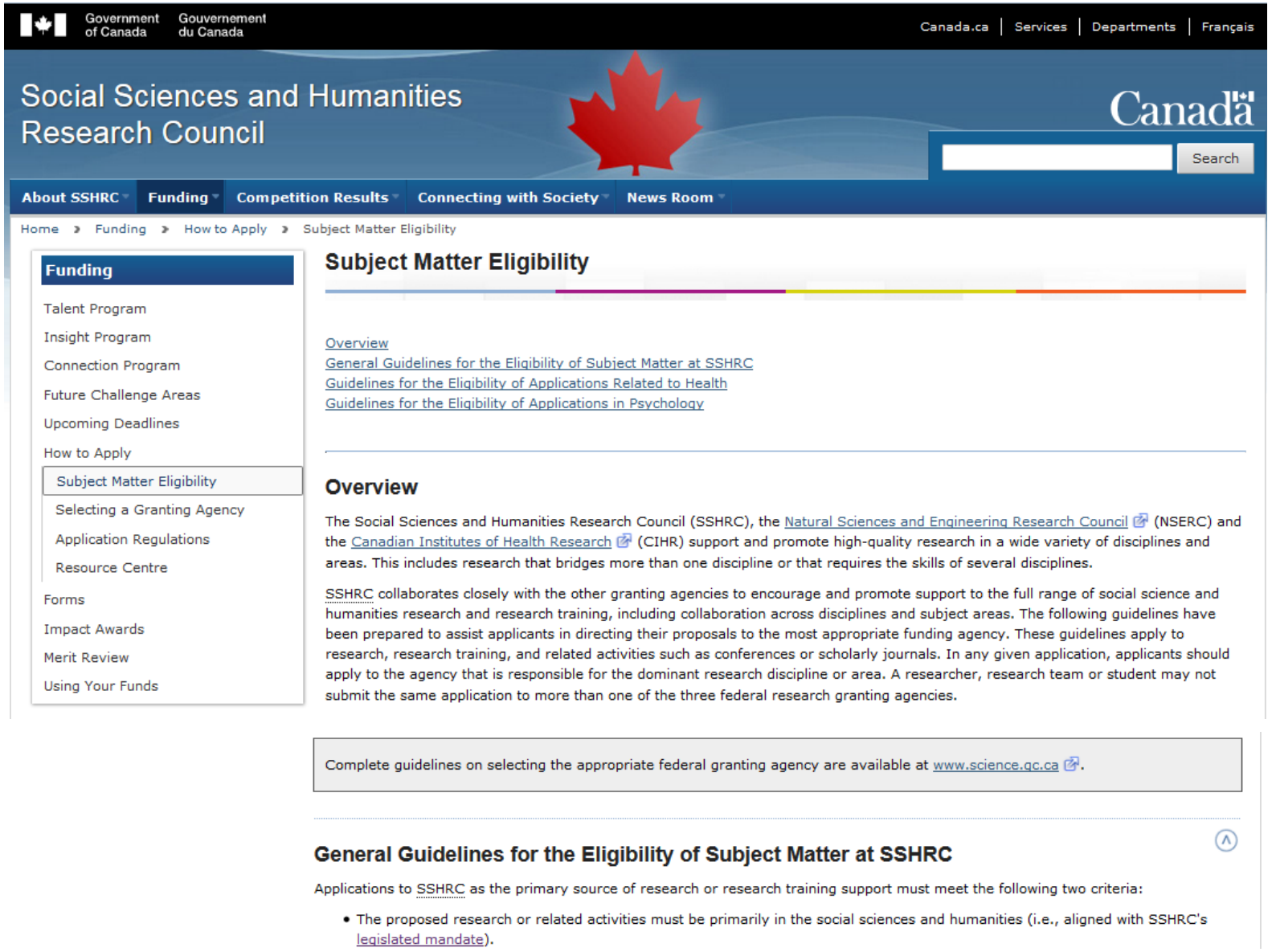
SUBJECT MATTER ELIGIBILITY – INTERDISCIPLINARY/HEALTH RELATED RESEARCH

Applicants whose proposed research is health-related should consult CIHR's mandate **first** to explore eligibility. CIHR has policies and procedures in place to adjudicate the full range of social sciences and humanities research proposals related to health research.

The use of social sciences or humanities theories, methodologies and hypotheses is, in and of itself, not sufficient to make a proposal eligible for SSHRC funding.

Research that is primarily intended to improve health, produce more effective health services and products and/or strengthen the health care system in Canada or internationally (e.g., research concerning the treatment, prevention or diagnosis of a condition, the evaluation of the effectiveness of health programs, the development of health management systems, etc.) is not eligible for consideration at SSHRC.

Applicants must provide a compelling justification for why research falls under SSHRC if the proposal is interdisciplinary or crosses over with health.


Government of Canada
Gouvernement du Canada
Canada.ca | Services | Departments | Français
Social Sciences and Humanities Research Council
Canada
Search
About SSHRC
Funding
Competition Results
Connecting with Society
News Room
Home › Funding › How to Apply › Subject Matter Eligibility
Funding
Talent Program
Insight Program
Connection Program
Future Challenge Areas
Upcoming Deadlines
How to Apply
Subject Matter Eligibility
Selecting a Granting Agency
Application Regulations
Resource Centre
Forms
Impact Awards
Merit Review
Using Your Funds
Subject Matter Eligibility
Overview
General Guidelines for the Eligibility of Subject Matter at SSHRC
Guidelines for the Eligibility of Applications Related to Health
Guidelines for the Eligibility of Applications in Psychology
Overview
The Social Sciences and Humanities Research Council (SSHRC), the Natural Sciences and Engineering Research Council (NSERC) and the Canadian Institutes of Health Research (CIHR) support and promote high-quality research in a wide variety of disciplines and areas. This includes research that bridges more than one discipline or that requires the skills of several disciplines.
SSHRC collaborates closely with the other granting agencies to encourage and promote support to the full range of social science and humanities research and research training, including collaboration across disciplines and subject areas. The following guidelines have been prepared to assist applicants in directing their proposals to the most appropriate funding agency. These guidelines apply to research, research training, and related activities such as conferences or scholarly journals. In any given application, applicants should apply to the agency that is responsible for the dominant research discipline or area. A researcher, research team or student may not submit the same application to more than one of the three federal research granting agencies.
Complete guidelines on selecting the appropriate federal granting agency are available at www.science.gc.ca.
General Guidelines for the Eligibility of Subject Matter at SSHRC
Applications to SSHRC as the primary source of research or research training support must meet the following two criteria:
• The proposed research or related activities must be primarily in the social sciences and humanities (i.e., aligned with SSHRC's legislated mandate).

2025-2026

SSHRC COMPETITION OVERVIEW

COMPETITION OVERVIEW

- **Types of Awards:** Through its Doctoral Awards funding opportunity, SSHRC offers two types of funding for doctoral students:

    1. SSHRC Doctoral Fellowships;
    2. Canada Graduate Scholarships (CGS): Doctoral

- Applicants apply for both awards by completing **one application form**. If you are eligible for both awards, SSHRC will automatically consider you for both.

- Highest-ranked eligible applicants will be offered a CGS D, next highest ranked applicants will be offered a SSHRC Doctoral Fellowship

- Most Canadian universities receive a quota indicating the number of students they can nominate for the national competition.

- Deadline to apply is set by each individual graduate unit (department)

COMPETITION OVERVIEW

- U of T Quota: **234**
- Consult your graduate unit regarding their **internal application deadline** – this is not the same as the University or SSHRC deadline

ELIGIBILITY OF DEGREE PROGRAM

SSHRC Doctoral Awards are tenable only in degree programs that include significant original, autonomous research that leads to the completion of a:

- Dissertation; or
- Major scholarly publication; or
- Performance/recital; or
- Exhibit

which is a **requirement for the completion of the program** and is merit reviewed at the institutional level.

ELIGIBILITY TO APPLY

- Be a citizen, permanent resident, or protected person of Canada at the time of application
- Be applying for support to pursue doctoral studies in the social sciences or humanities;
- Not have already received a doctoral level award from SSHRC, NSERC or CIHR;
- Not have exceeded the allowable number of months already spent in doctoral study;
- Submit a maximum of one scholarship (master's or doctoral) or fellowship application per academic year to either CIHR, NSERC or SSHRC. Should more than one application be submitted, the eligible application submitted first chronologically will be retained. Nominations to the Vanier CGS program and applications to the Banting Postdoctoral Fellowships program do not count toward this limit (other exceptions may apply to CIHR internships);
- Revised: not hold a tenure or tenure-track (faculty) appointment or be on leave from such an appointment concurrently with a CGS D award.
- At the time of application, need not be assured of admission to a degree program.
- **Please Note**: Students may only have **one** active application per year at **one** granting agency (NSERC, CIHR or SSHRC), with the exception of Vanier. Subsequent applications to multiple agencies will be disqualified. However, if applicants were deemed unsuccessful at the graduate unit level review for their doctoral applications, and if eligible, they may submit a CGS Master's application, as the doctoral application is no longer considered active for the competition year.

MONTHS OF STUDY

CGS DOCTORAL

Applicants must:

- have completed **no more than**:
- **24 months** of full-time study in their doctoral program **OR** (revised) the PhD portion of their joint professional undergraduate/PhD program (such as MD/PhD, JD/PhD, DVM/PhD) by December 31 of the calendar year of application if previously enrolled in a graduate program;
- **36 months** of full-time study in their doctoral program by December 31 of the calendar year of application if enrolled directly from a bachelor's to a PhD program (with no time spent in a graduate program)
    - Revised: direct-entry applicants who are not enrolled in their doctoral program should contact the appropriate agency for further guidance.
    - students registered in a "Direct Entry PhD" program at U of T who previously completed or were enrolled in any graduate degree program belong in the 24-month category.
- have completed **no more than 36 months** of full-time study in the PhD portion of their **joint professional undergraduate/PhD** program (such as MD/PhD, JD/Phd, DVM/PhD) by December 31 of the calendar year of application if they have not previously enrolled in another graduate program;
    - Revised: applicants who have not previously completed or enrolled in another graduate program must be enrolled in their joint MD/PhD program at the time of application
- have completed **no more than 36 months** of full-time study in their joint program by December 31 of the calendar year of application if enrolled in a joint graduate program (such as, MA/PhD, MSc/PhD, MBA/PhD)
    - applicants who fall into this category have access to the 36-month window whether or not they were previously enrolled in a master's program.

MONTHS OF STUDY

SSHRC DOCTORAL FELLOWSHIPS

Applicants must:

- have completed no more than **48 months** of full-time study in their doctoral program by December 31 of the year of application

Fast-track and joint programs

- Fast-track: If you were registered in a master's program and subsequently transferred to a doctoral program (fast-track), the months of study completed are calculated starting from the date on which you transferred into the doctoral program.
- Joint programs: If you are registered in a joint program and a master's degree is obtained as part of the program (for example, MA/PhD, MSc/PhD), the months of study are calculated starting from the date on which you officially registered in either portion of the joint program (including the master's portion of the program).
- If you are registered in a joint professional undergraduate/PhD program (such as MD/PhD, JD/PhD, DVM/PhD), only the months of study in the PhD portion will be counted.

MONTHS OF STUDY DETERMINES AWARD LENGTH FOR SSHRC DOCTORAL FELLOWSHIPS

SSHRC applicants who are beyond the eligible months of study for the CGS D, may continue to apply up until their 48th month of study (as of December 31st) and will be considered for a SSHRC Doctoral Fellowship.

Number of months completed by December 31 of the year of application	Duration of SSHRC Doctoral Fellowship
Between 0 and 12 months	48 months
Between 13 and 24 months	36 months
Between 25 and 36 months	24 months
Between 37 and 48 months	12 months
49 months or more	Not eligible

JOINT (MA/PHD) & DIRECT-ENTRY PHD PROGRAMS

Joint (MA/PhD) and direct-entry PhD students:

- Are eligible to apply for either a **CGS Master's** award or a Doctoral award if they have completed between **zero and 12 months** of graduate-level study by December 31, 2024. (Cannot apply to both at the same time).
- Students who have completed **more than 12 months** of graduate-level study by December 31, 2024, can only apply for a Doctoral Award.

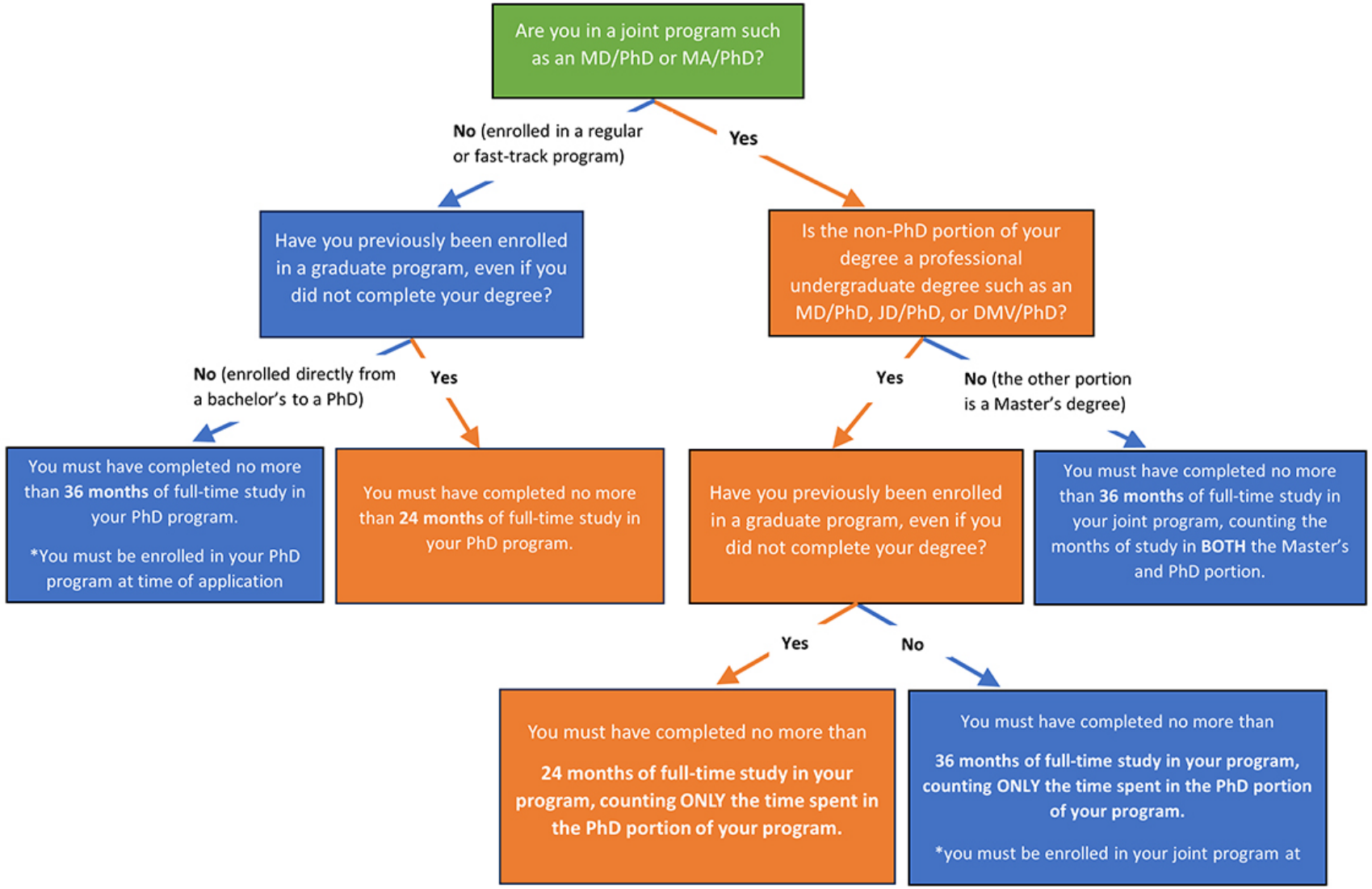
Months of Study as of Dec 31	CGS M	CGS D	SSHRC F'ship
Incoming from Undergrad	Eligible	Ineligible	Eligible
4-12 Months	Eligible	Eligible	Eligible
13-24 Months	Ineligible	Eligible	Eligible
25-36 Months	Ineligible	Eligible	Eligible
37-48 Months	Ineligible	Ineligible	Eligible

CURRENT UNDERGRADUATES

- **Undergraduate students** applying to a direct-entry doctoral program (i.e., never enrolled in a master's program) should apply for a CGS M to hold in their first year, in order to maximize the number of years eligible for federal funding. Success rate for CGS M is much higher than for a SSHRC doctoral award at U of T.

CGS D – ELIGIBILITY FLOWCHART

- For more information, please see the Tri-agency CGS D website: https://www.cihr-irsc.gc.ca/e/53993.html



WHERE TO APPLY

- **If currently registered at or on an approved leave of absence from the University of Toronto for Fall 2024** session in **any** degree program (including those at master's or undergraduate level), complete the SSHRC online application form by the current or proposed U of T graduate unit's deadline

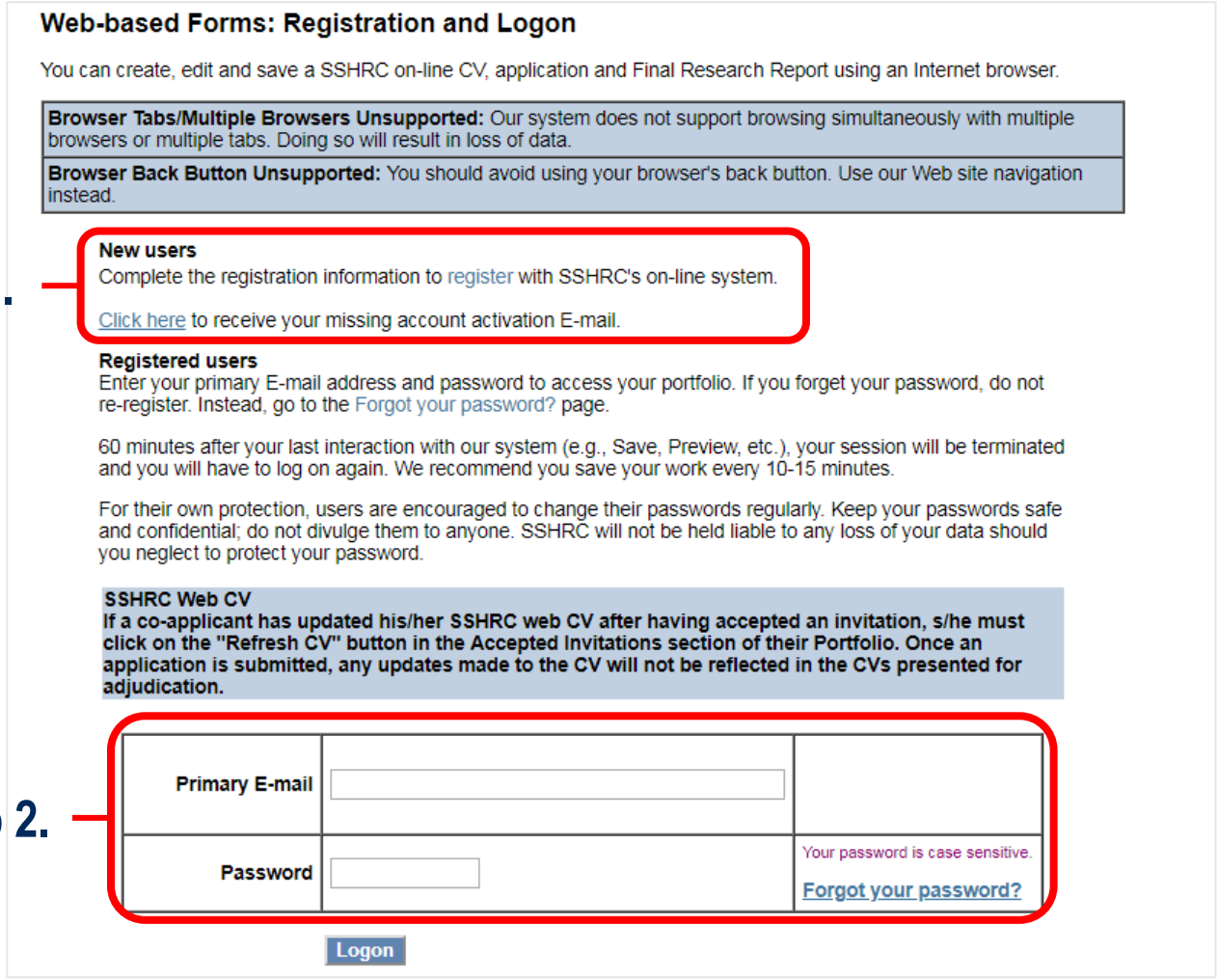
- **If currently registered at another university for the Fall 2024 session** with a SSHRC doctoral quota, the applicant must apply through the other institution, even if they are applying for admission to a doctoral program at the University of Toronto

- If **not currently registered** at a university but was registered at any time in the calendar year of 2024 at an institution with a SSHRC doctoral quota, the applicant must apply through the institution they were most recently registered at during the calendar year and follow that institution's application process

- If the applicant has not been registered in a degree program at any institution with a SSHRC quota during the calendar year of 2024, they must apply directly to SSHRC

- Applications submitted directly to SSHRC from eligible U of T applicants will be rendered ineligible.

HOW TO APPLY



Web-based Forms: Registration and Logon

You can create, edit and save a SSHRC on-line CV, application and Final Research Report using an Internet browser.

Browser Tabs/Multiple Browsers Unsupported: Our system does not support browsing simultaneously with multiple browsers or multiple tabs. Doing so will result in loss of data.

Browser Back Button Unsupported: You should avoid using your browser's back button. Use our Web site navigation instead.

Step 1.

New users
Complete the registration information to register with SSHRC's on-line system.

Click here to receive your missing account activation E-mail.

Registered users
Enter your primary E-mail address and password to access your portfolio. If you forget your password, do not re-register. Instead, go to the Forgot your password? page.

60 minutes after your last interaction with our system (e.g., Save, Preview, etc.), your session will be terminated and you will have to log on again. We recommend you save your work every 10-15 minutes.

For their own protection, users are encouraged to change their passwords regularly. Keep your passwords safe and confidential; do not divulge them to anyone. SSHRC will not be held liable to any loss of your data should you neglect to protect your password.

SSHRC Web CV
If a co-applicant has updated his/her SSHRC web CV after having accepted an invitation, s/he must click on the "Refresh CV" button in the Accepted Invitations section of their Portfolio. Once an application is submitted, any updates made to the CV will not be reflected in the CVs presented for adjudication.

Step 2.

Primary E-mail		
Password		Your password is case sensitive. Forgot your password?

Logon

Website: https://webapps.nserc.ca/SSHRC/faces/logon.jsp?lang=en_CA

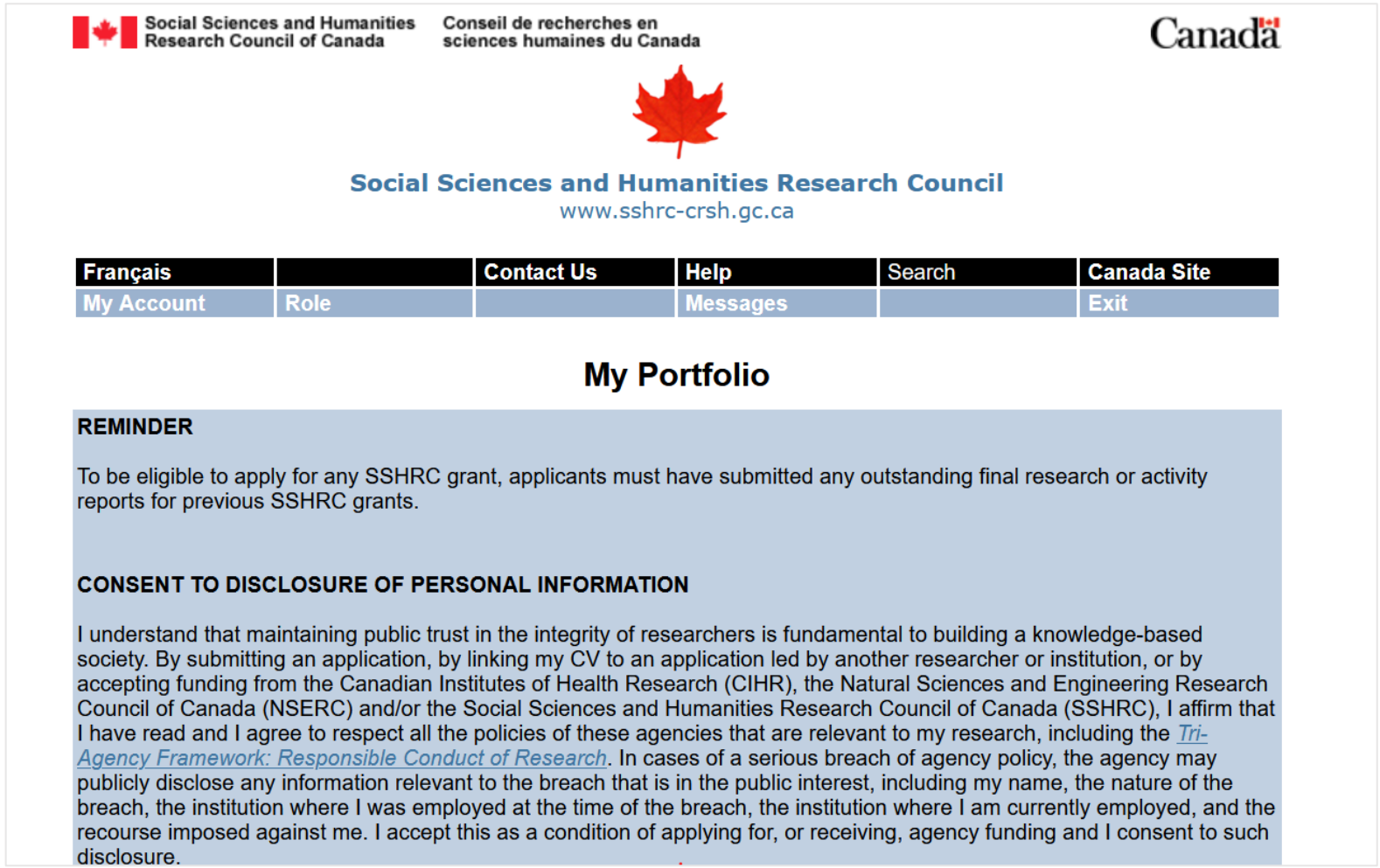
The SSHRC application is completely done online.

Follow your graduate unit's instructions on whether a paper submission or email notification of submission is required.

Step 1. Register for an account

Step 2. Log in

LANDING PAGE: MY PORTFOLIO



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Social Sciences and Humanities Research Council
www.sshrc-crsh.gc.ca

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My Portfolio

REMINDER

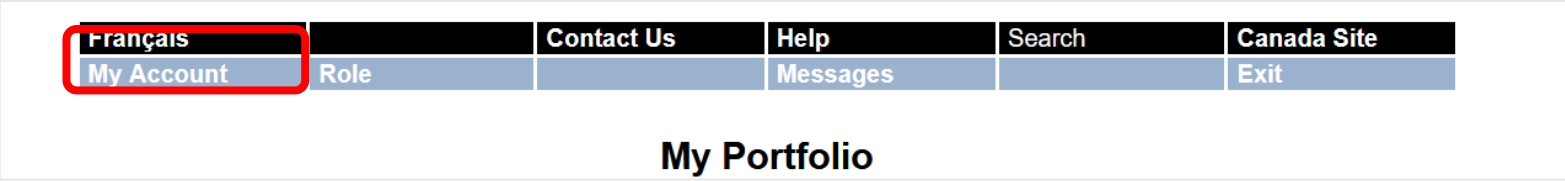
To be eligible to apply for any SSHRC grant, applicants must have submitted any outstanding final research or activity reports for previous SSHRC grants.

CONSENT TO DISCLOSURE OF PERSONAL INFORMATION

I understand that maintaining public trust in the integrity of researchers is fundamental to building a knowledge-based society. By submitting an application, by linking my CV to an application led by another researcher or institution, or by accepting funding from the Canadian Institutes of Health Research (CIHR), the Natural Sciences and Engineering Research Council of Canada (NSERC) and/or the Social Sciences and Humanities Research Council of Canada (SSHRC), I affirm that I have read and I agree to respect all the policies of these agencies that are relevant to my research, including the *Tri-Agency Framework: Responsible Conduct of Research*. In cases of a serious breach of agency policy, the agency may publicly disclose any information relevant to the breach that is in the public interest, including my name, the nature of the breach, the institution where I was employed at the time of the breach, the institution where I am currently employed, and the recourse imposed against me. I accept this as a condition of applying for, or receiving, agency funding and I consent to such disclosure.

SELF-IDENTIFICATION DATA

- SSHRC (in coordination with NSERC and CIHR) requires all applicants to self-identify with information on age, gender, orientation, Indigenous identity, visible minority status, population group, disabilities, and languages
- A harmonized self-identification data collection process allows the granting agencies to monitor the equity performance of its programs and design new measures that achieve greater equity, diversity and inclusion in the research enterprise.
- Completing the self-identification form is **mandatory** for applicants and co-applicants but for each category there is an option of "I prefer not to answer."
- This information is not shared with universities.
- To enter your self-identification information, after logging in, select "My Account" from the menu



Age

What is your date of birth?

I prefer not to answer

Gender

Select the option that you identify with.

Indigenous Identity

Do you identify as Indigenous; that is First Nations (North American Indian), Métis, or Inuit?

If "Yes", select the options that you identify with.

I prefer not to answer

To select or deselect one or more options, hold down the "Control" key while clicking on all the relevant options.

First Nations
Inuit
Métis

Disabilities

Do you identify as a person with a disability?

INFORMATION FOR BLACK APPLICANTS

- The Government of Canada has deployed additional funds to increase direct support for Black scholars . CGS D applicants who self-identify as Black and provide consent in their application to be considered for funds designated to specific groups may be able to receive this funding through a doctoral scholarship as part of this initiative. SSHRC has 10 additional CGS D awards reserved for this initiative.

- Accordingly, Black applicants are encouraged to self-identify within their respective award applications (in the EDI survey form) in order to be considered for these additional funding opportunities from SSHRC.

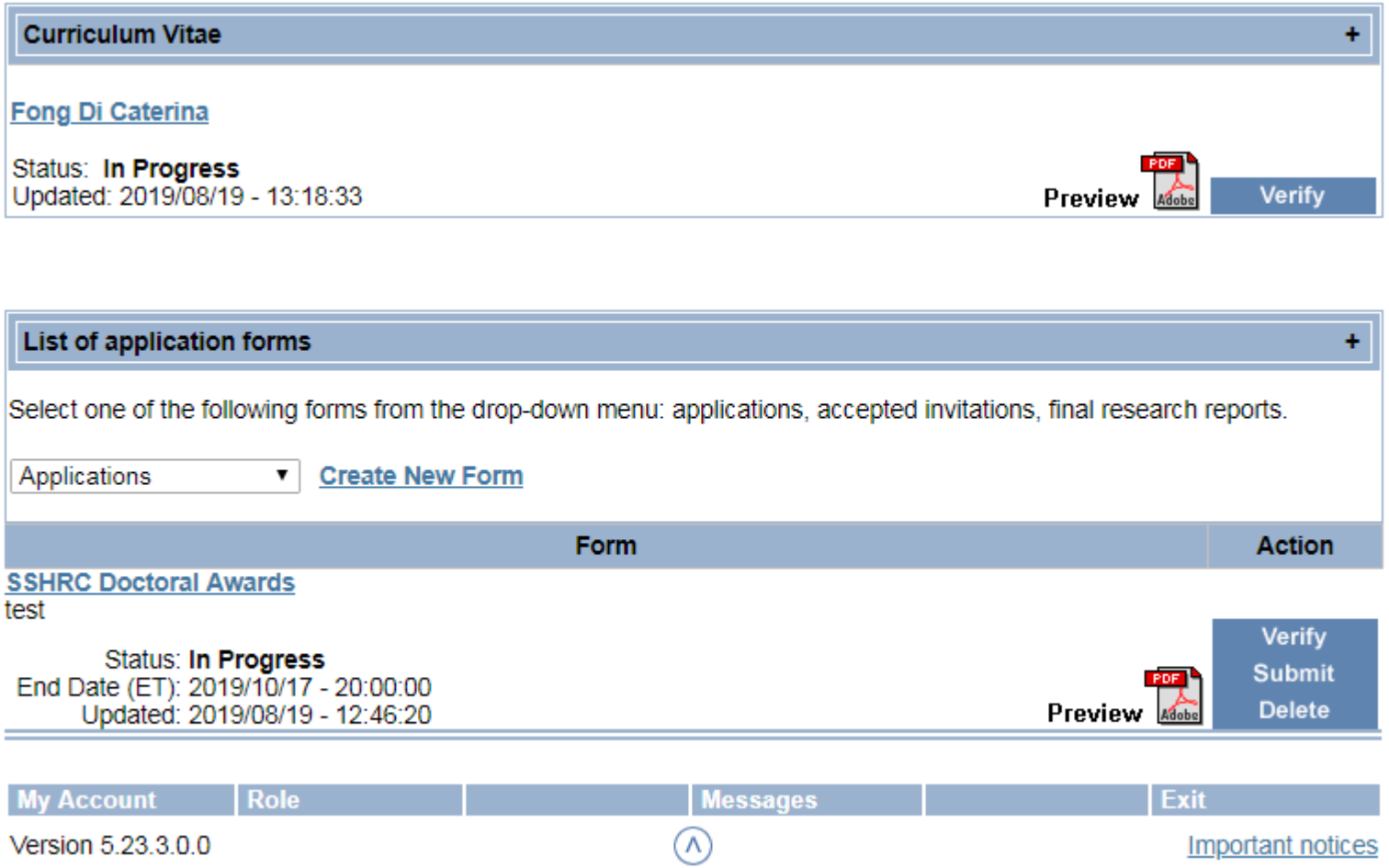
- At this time, self-identification data is not shared with institutions. Black applicants may use the allowable inclusion section to explain any special circumstances that may have delayed their academic career (e.g., cultural or community responsibilities, and/or challenging socio-economic contexts). This information is taken into account by selection committee members.

APPLICATION COMPONENTS

There are two parts to each application:

- Curriculum Vitae
- SSHRC Doctoral Awards Form

Both sections must be completed and verified in order to submit the full application.



APPLICATION COMPONENTS

1. Curriculum Vitae
   - Identification
   - Current Position
   - Address
   - Work Experience
   - Academic Background
   - Credentials
   - Research Expertise
   - Funded Research

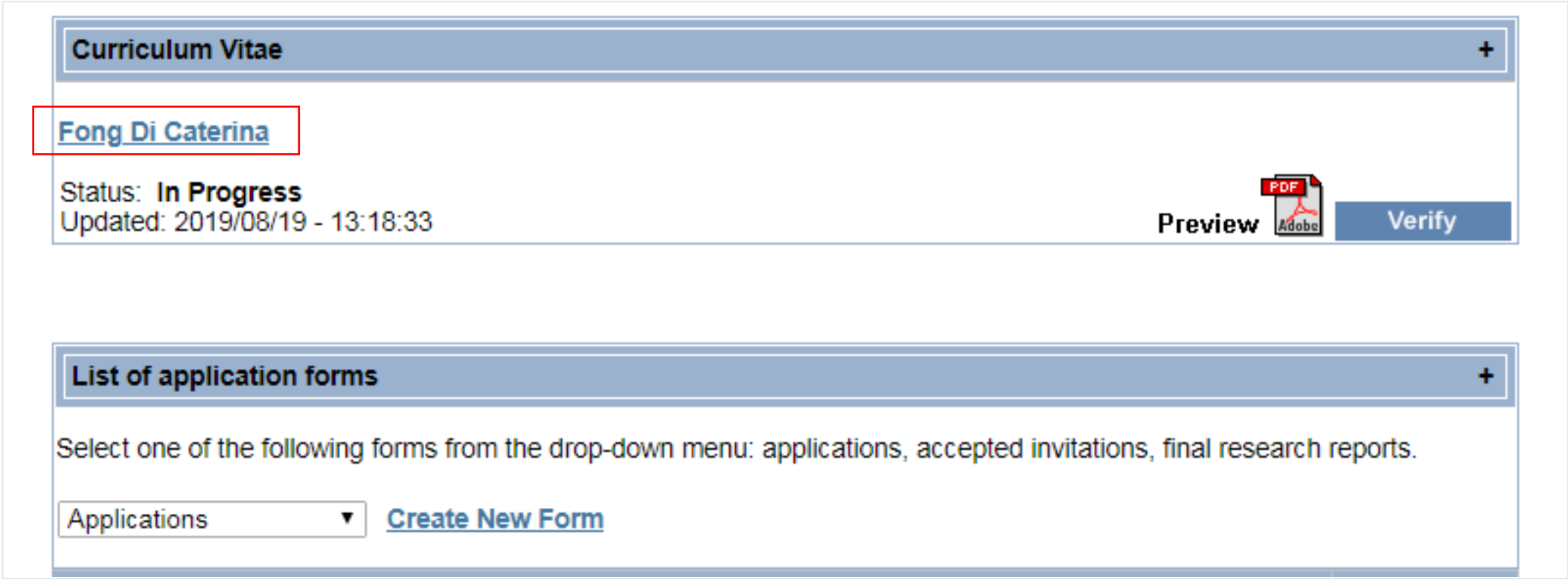
2. SSHRC Online Application Form
   - Application Profile
   - Areas of Study
   - Research Proposal
   - Bibliography / Citations
   - Diversity in Research
   - Transcripts
   - Allowable Inclusions
   - Research Contributions
   - Supplement/Joint or special initiative attachments
   - Referees

CURRICULUM VITAE SECTION

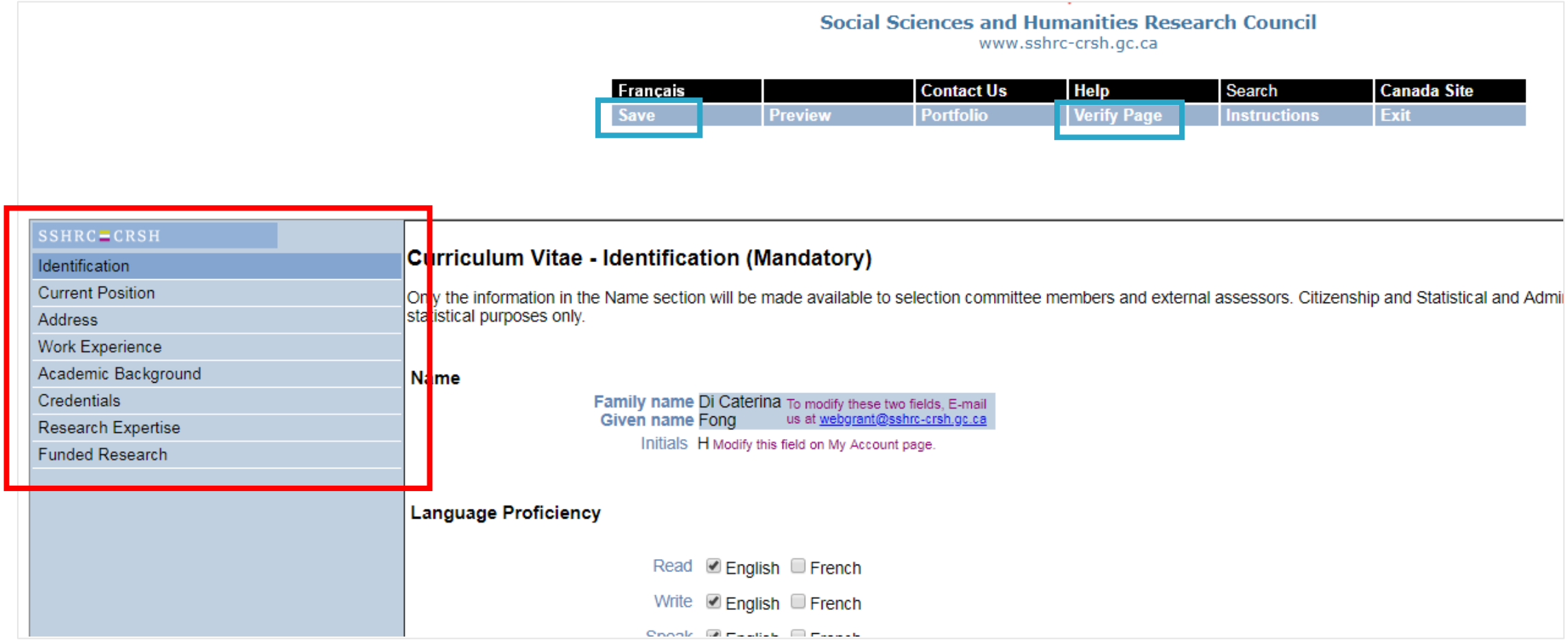
Click anywhere on the blue "Curriculum Vitae" bar for instructions

CURRICULUM VITAE SECTION

Applicants can edit their CV by clicking their name in the “Curriculum Vitae” section on the “My Portfolio” (landing) page.

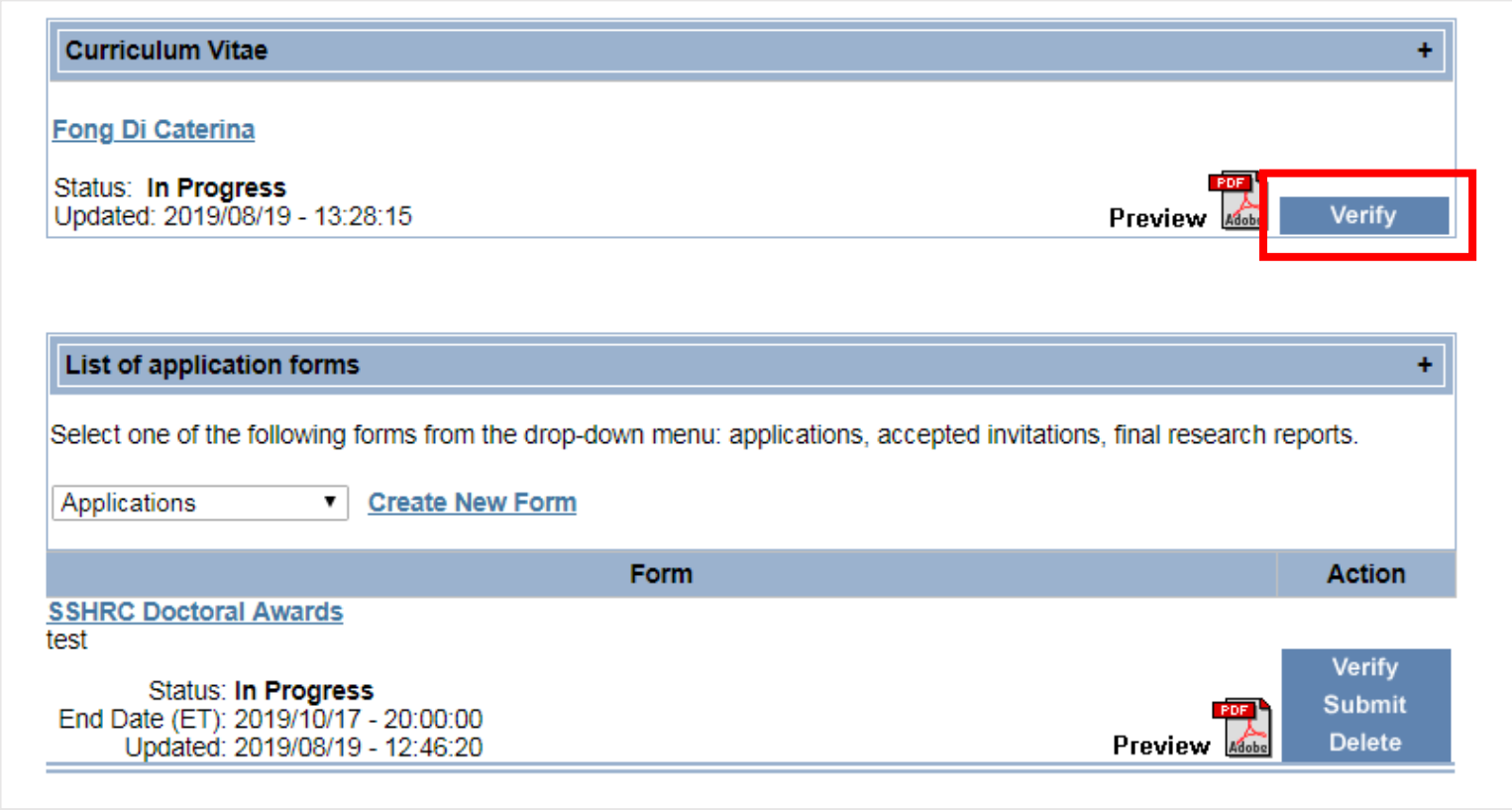


CURRICULUM VITAE SECTION



CURRICULUM VITAE SECTION

Applicants must “Verify” the CV once they have entered all their CV information.



CURRICULUM VITAE SECTION

Errors/Corrections

Social Sciences and Humanities Research Council
www.sshrc-crsh.gc.ca

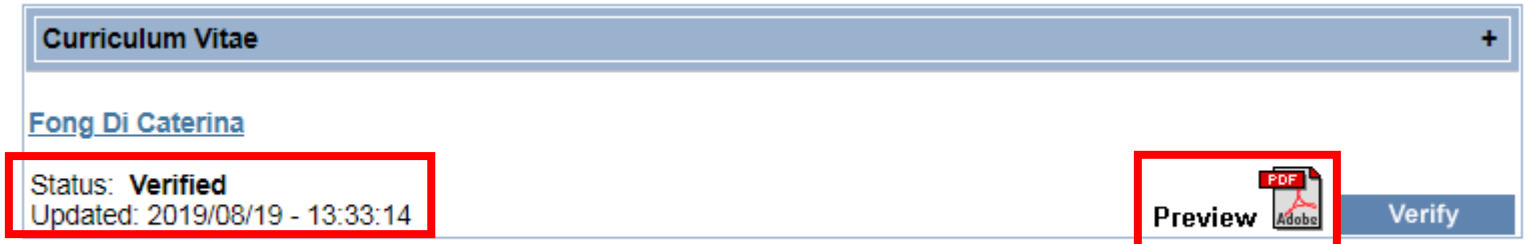
Français		Contact Us	Help	Search	Canada Site
			Portfolio		Exit

Curriculum Vitae - Verification Report

The following information must be provided or corrected before your form can be considered complete.

Page	Information to be provided or corrected
Correspondence Address	If the address format is Canada or United States, then Address line 4 must be blank.
Work Experience	The mandatory field needs to be completed : Organization for entry #1.
	The mandatory field needs to be completed : Department/Division for entry #1.

VERIFIED CV

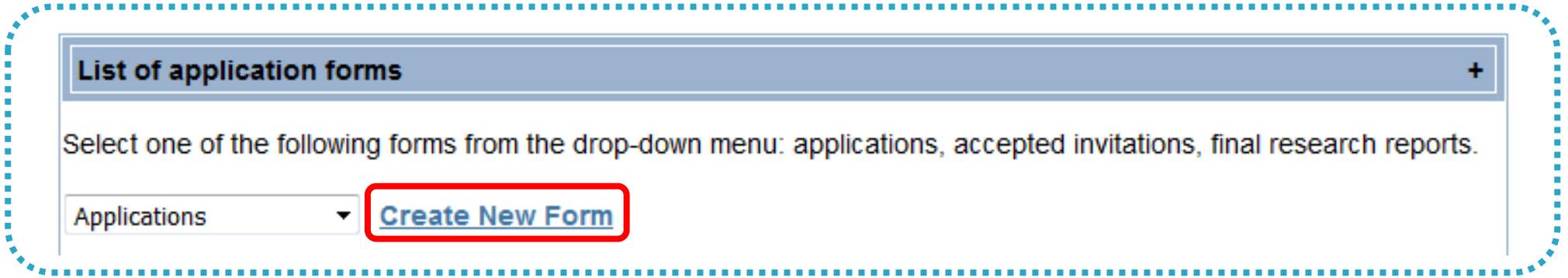


If you need to make a change to your CV after you've verified, you can still edit the CV by clicking your name; however, you will have to verify again.

Strongly recommend that applicants view the CV by clicking the "Preview PDF" option to ensure that the CV is accurate and complete before submitting.

STARTING AN APPLICATION

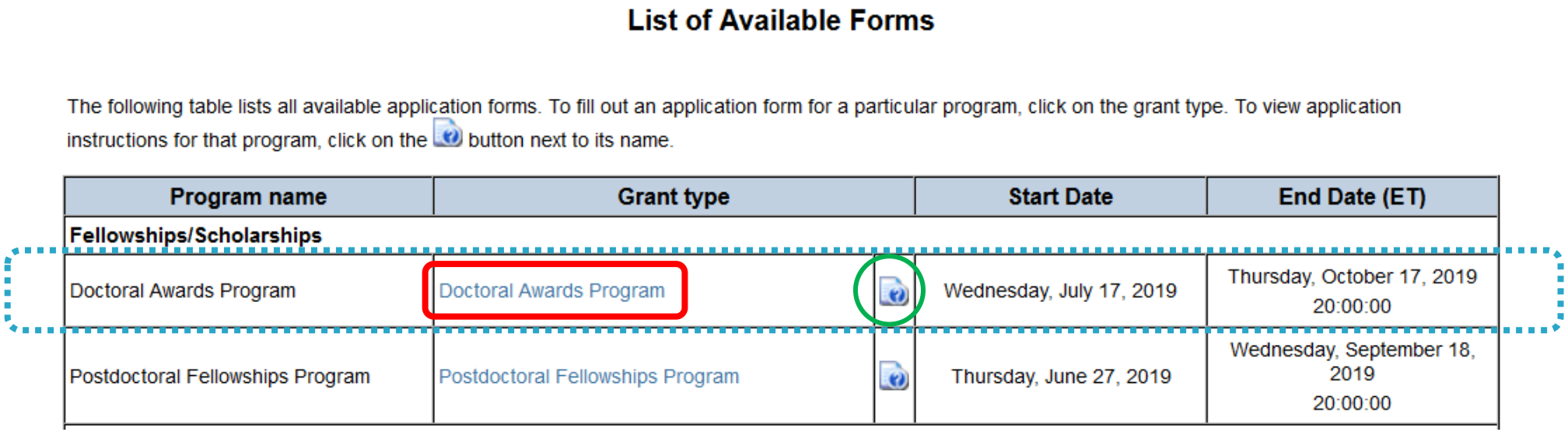
To start a SSHRC Doctoral application, on the “My Portfolio” page look for the section with the header “**List of application forms**” and select the “Create New Form” link



STARTING AN APPLICATION

In the “Program name” column look for “Doctoral Awards Program” to ensure you are creating the correct application.

In the “Grant type” column, click the “Doctoral Award Programs” link



List of Available Forms

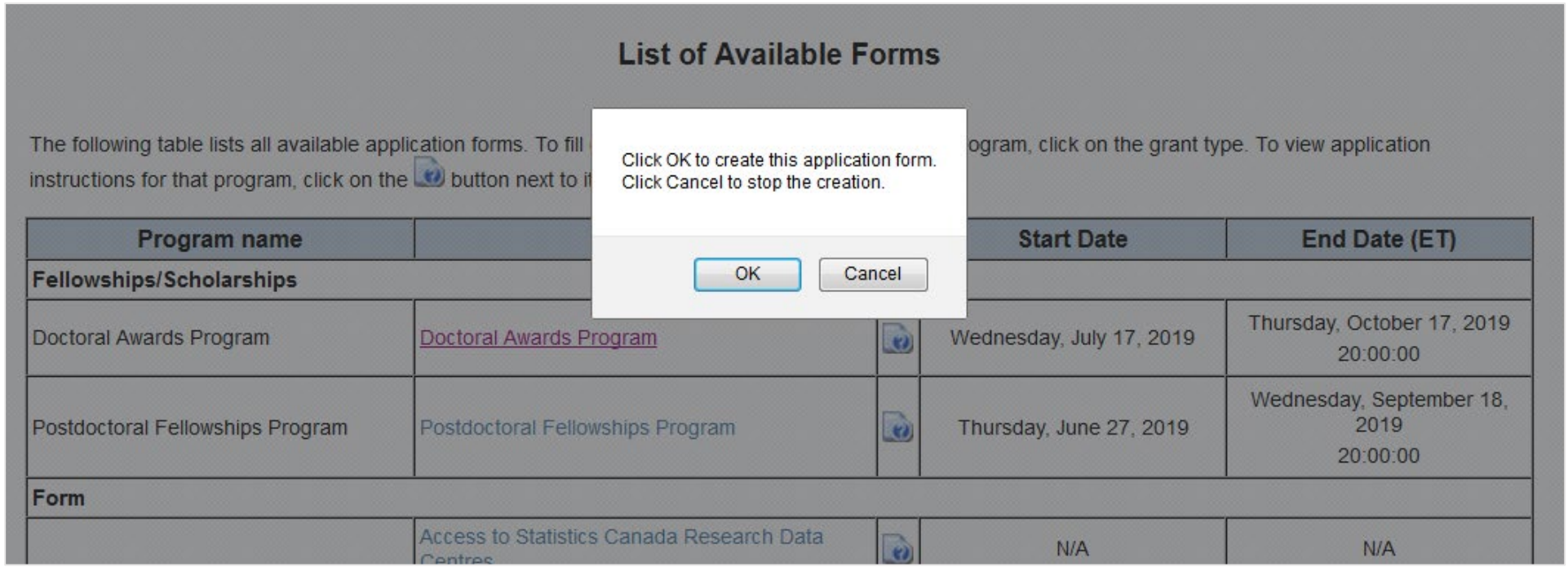
The following table lists all available application forms. To fill out an application form for a particular program, click on the grant type. To view application instructions for that program, click on the button next to its name.

Program name	Grant type	Start Date	End Date (ET)
Fellowships/Scholarships			
Doctoral Awards Program	Doctoral Awards Program	Wednesday, July 17, 2019	Thursday, October 17, 2019 20:00:00
Postdoctoral Fellowships Program	Postdoctoral Fellowships Program	Thursday, June 27, 2019	Wednesday, September 18, 2019 20:00:00

The icon that looks like paper & question mark, is the link to the application instructions. It is recommended to review the instructions before applying and to bookmark for future reference

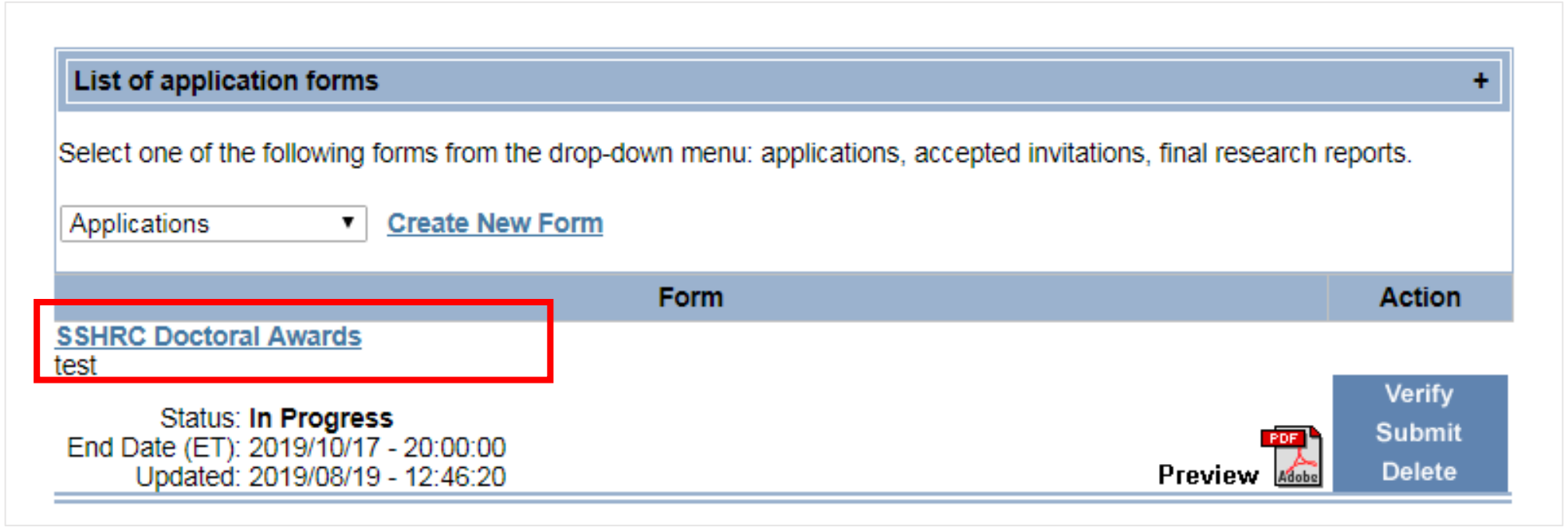
CREATING A SSHRC APPLICATION FORM

After selecting “Doctoral Awards Program, a pop-up box will appear, select “OK” to create the application. You will be taken back to the “Portfolio” landing page

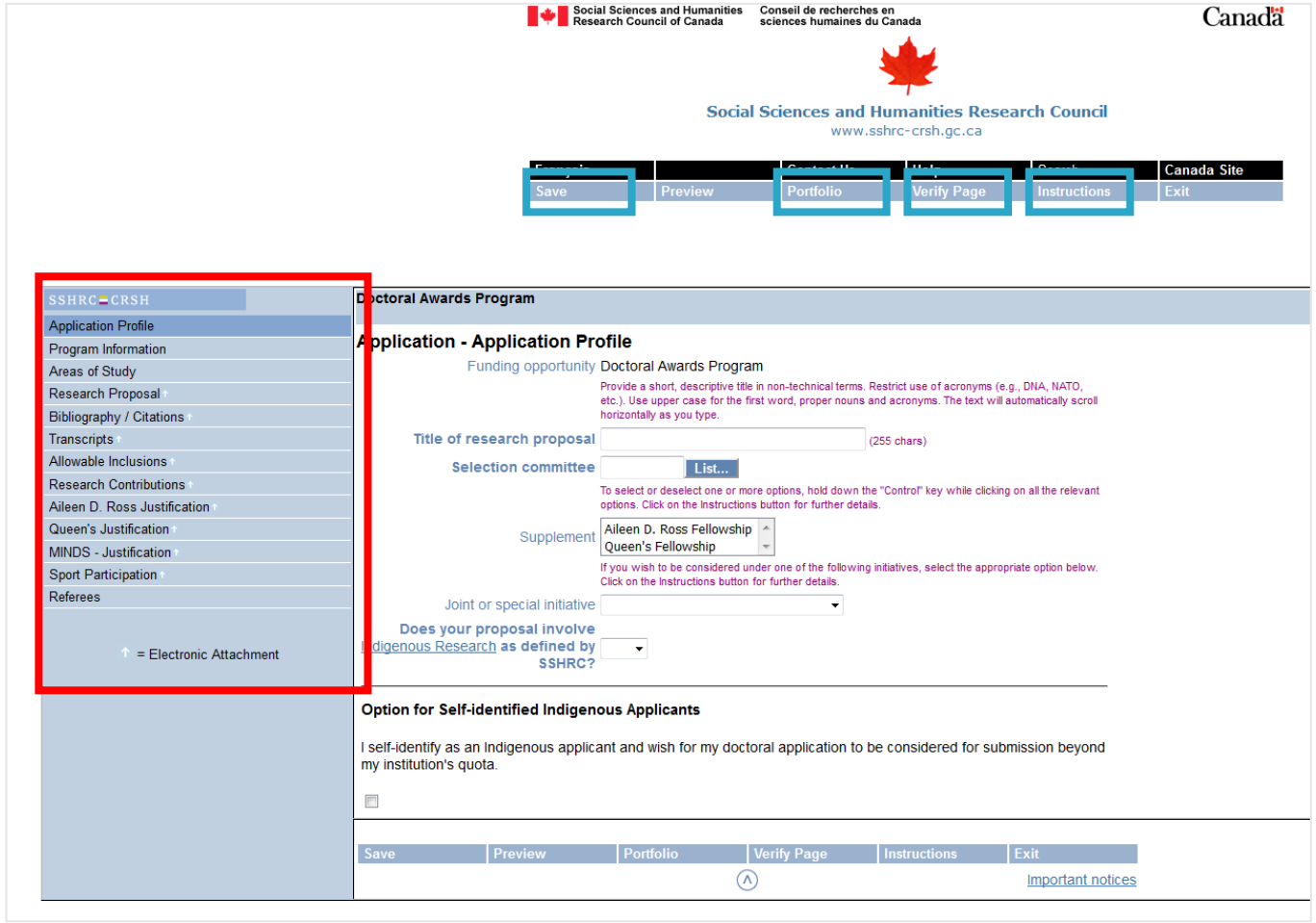


EDIT APPLICATION FORM

To start editing the application, click the “SSHRC Doctoral Awards” link that is now available



EDIT APPLICATION FORM



UNIVERSITY OF TORONTO
SCHOOL OF GRADUATE STUDIES

APPLICATION PROFILE: INDIGENOUS APPLICANTS

Applicants who are Indigenous [First Nations (North American Indian - Status and Non-Status), Métis, or Inuit] are **encouraged to self-identify** their status on their SSHRC Doctoral application form as universities are permitted to recommend to the national competition self-identified Indigenous applicants above the institution's application quota.

In order to be considered for this, Indigenous applicants are asked to select the "Option for Self-Identified Indigenous Applicants" in the "**Application Profile**" section of the online application form. Once completed, this information will only be visible to university administrators. **Self-identification data are not seen or used by SSHRC's selection committee members or by the applicant's references.**

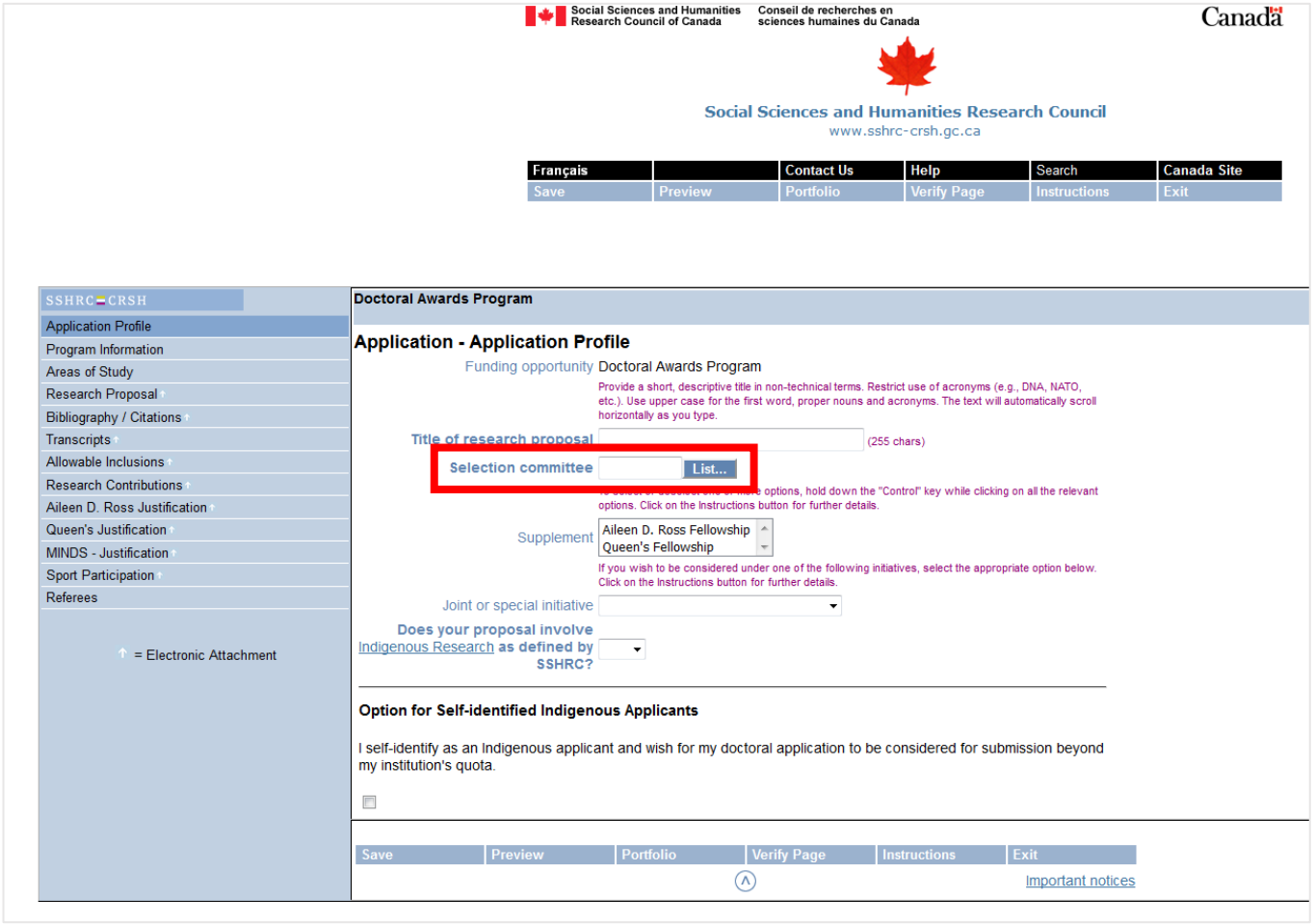
INDIGENOUS APPLICANTS

Indigenous applicants are encouraged to complete the allowable inclusion section to explain any special circumstances that may have delayed their academic career (e.g., cultural or community responsibilities, and/or challenging socio-economic contexts). This information should be taken into account by selection committee members.

INDIGENOUS RESEARCH

Applicants may identify a proposed program of study as Indigenous research, such that SSHRC's Guidelines for the Merit Review of Indigenous Research will apply.

APPLICATION PROFILE: SELECTION COMMITTEE



APPLICATION PROFILE: SELECTION COMMITTEE

Application Profile

Title of Research Proposal
Provide a short, descriptive title for your research proposal in non-technical terms. Restrict use of acronyms (e.g., UN, NATO, NAFTA, etc.).

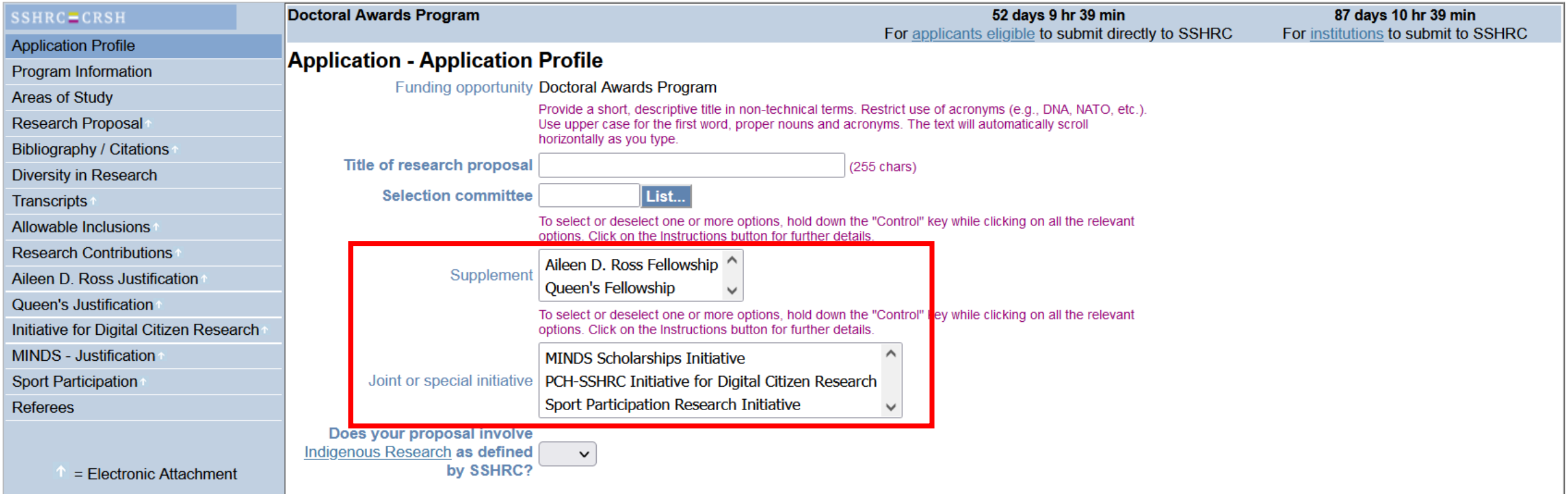
Use sentence-style capitalization, which means upper case is used only for the first word of the title, proper nouns and acronyms.

Preferred Selection Committee
Based on the subject and discipline(s) of your proposed research, choose the most appropriate committee for your research discipline, using the "List..." button.

The disciplines represented by each committee are as follows:

Committee 1 (7521)	Fine arts, literature (all types)
Committee 2 (7522)	Classical archaeology, classics, classical and dead languages, history, mediaeval studies, philosophy, religious studies
Committee 3 (7523)	Anthropology; archaeology (except classical archaeology), archival science, communications and media studies, criminology, demography, folklore, geography, library and information science, sociology, urban and regional studies, environmental studies
Committee 4 (7524)	Education, linguistics, psychology, social work
Committee 5 (7525)	Economics, industrial relations, law, management, business, administrative studies, political science

SUPPLEMENTS & JOINT OR SPECIAL INITIATIVES



SUPPLEMENTS

Aileen D. Ross Fellowship

- A $10,000 supplement is awarded yearly to a SSHRC doctoral award recipient conducting **poverty-related research in sociology.**

Queen's Fellowship

- A $10,000 supplement is awarded yearly to a SSHRC doctoral award recipient entering a **Canadian Studies program** at a Canadian postsecondary institution. At the time of application, SSHRC considers eligible candidates who are **either registered in the first year of a Canadian Studies program, or who intend to enroll** in such a program.

SPECIAL INITIATIVES

Canada Mortgage and Housing Corporation-SSHRC Housing Research Scholarship Program

SSHRC and Canada Mortgage and Housing Corporation (CMHC) partner to offer doctoral awards to individuals conducting social sciences and humanities research in areas related to the National Housing Strategy's priority areas for action. The CMHC-SSHRC Housing Research doctoral awards are valued at $40,000 per year and tenable for up to 12 months. Learn more about the CMHC-SSHRC Housing Research Scholarship Program. If you are offered a SSHRC Doctoral Fellowship or CGS D, the CMHC-SSHRC Housing Research Scholarship would replace the first year of funding of your SSHRC award. After that, the award would resume for the remainder of the funding previously accepted.

SPECIAL INITIATIVES

Department of National Defence MINDS Scholarships Initiative

- SSHRC and the Department of National Defence (DND) partner to offer doctoral awards to individuals conducting social sciences and humanities research in areas related to the Mobilizing Insights in Defence and Security (MINDS) Policy Challenges and/or Canada's defence policy, *Strong, Secure, Engaged*. The MINDS Initiative Doctoral Awards are valued at $35,000 per year and are tenable for up to 36 months. Learn more about the MINDS Scholarship Initiative.

Sport Participation Research Initiative

- SSHRC partners with Canadian Heritage through the Sport Participation Research Initiative to provide $10,000 doctoral award supplements for a period of 12 months. http://www.sshrc-crsh.gc.ca/funding-financement/programs-programmes/sport_can-eng.aspx

SPECIAL INITIATIVES

MITACS Training

- As part of a joint initiative with Mitacs, SSHRC offers access to Mitacs Training for SSHRC Doctoral Award holders. The curriculum is designed to build competencies in five key areas recognized as vital to professional success: professional and career fundamentals; interpersonal skills; communication; leadership and management; and intrapreneuralism.
- SSHRC Doctoral Award holders will be provided instructions for accessing Mitacs Training as part of their results package.

SUPPLEMENTS JUSTIFICATION & JOINT OR SPECIAL INITIATIVES

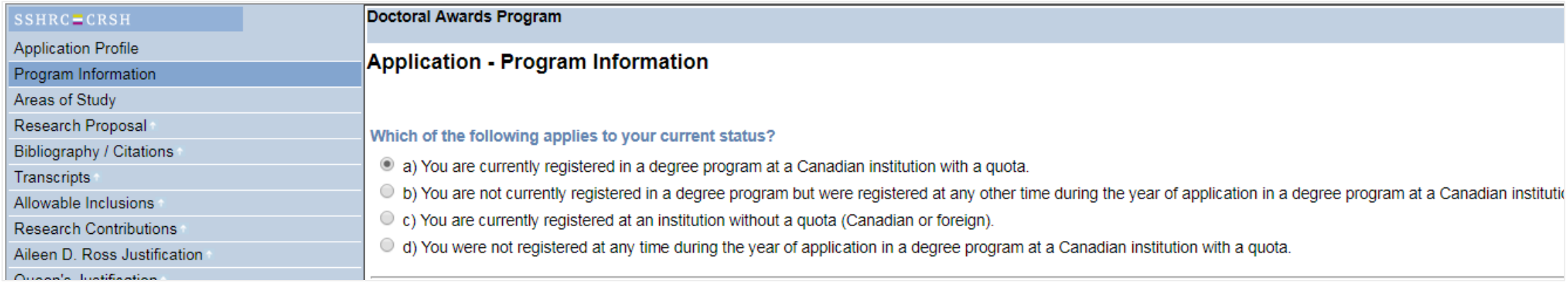
MAXIMUM ONE PAGE PER SUPPLEMENT/INITIATIVE

Applicants who indicate their interest in these supplements/initiatives **must provide a maximum one-page justification**, per supplement/initiative, indicating how their program of study responds to the objectives.

Justification pages for supplements and joint initiatives will not be visible in the university's version (PDF) of the application.

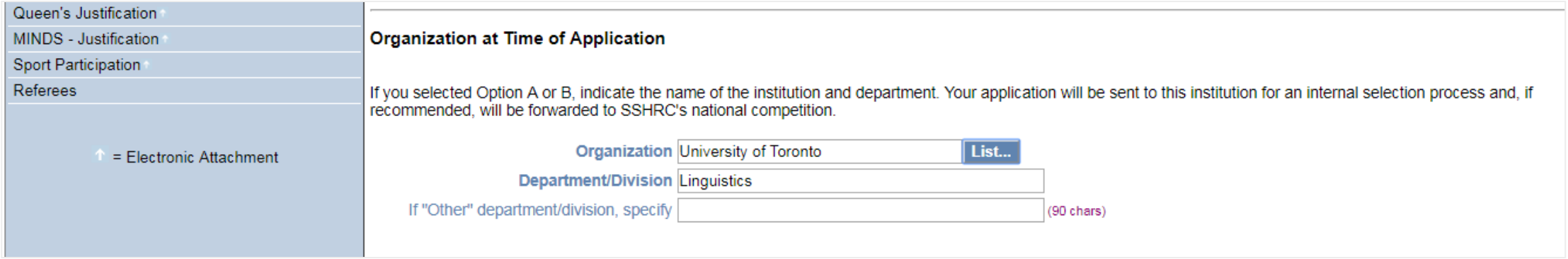
PROGRAM INFORMATION

- Choose "**a)**" if **currently registered** at the University of Toronto in a degree program or will be registered for the Fall 2024 session
- Choose "**b)**" if **not currently registered** and will not be registered for Fall 2024 session in a degree program **but were registered** at any other time during the calendar year of 2024 (January 1-December 31)
- If an applicant choses "c)" or "d)" the application will be submitted directly to SSHRC; we will not be able to see this application at all



ORGANIZATION AT TIME OF APPLICATION

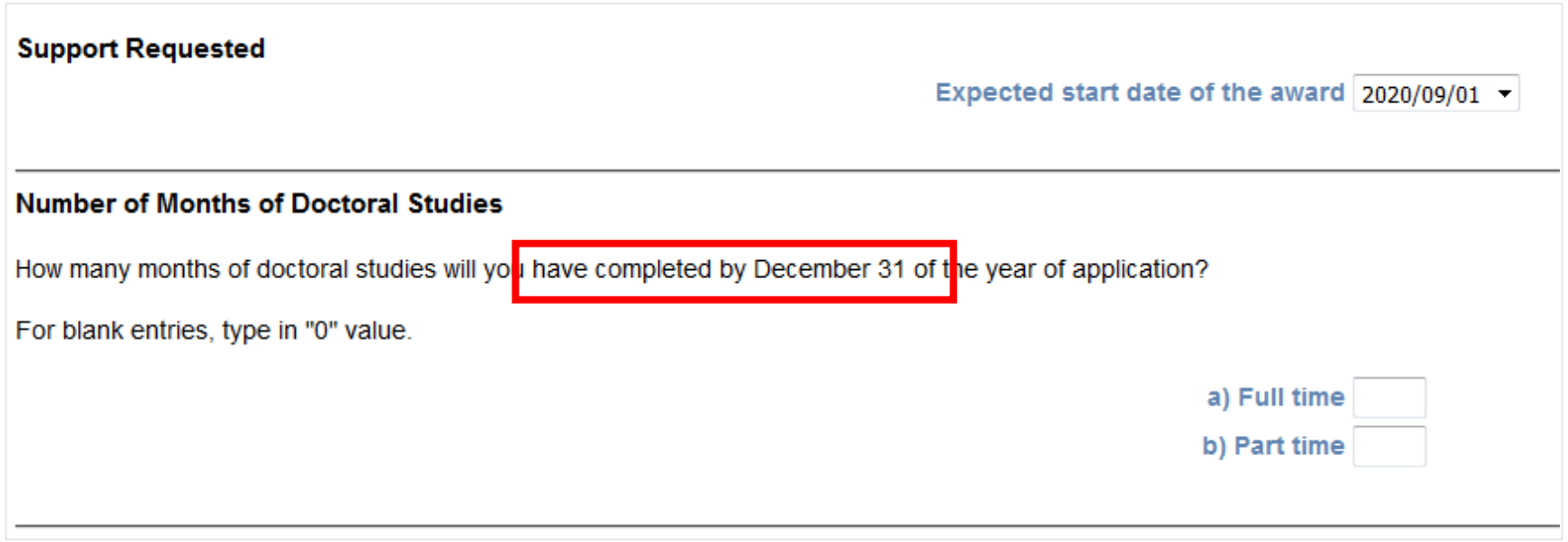
- All different types of institutes and units are included in the “Department/Division” list, be sure to choose the correct name of your graduate unit (department) so your application can be identifiable for your department



PROGRAM INFORMATION: REGISTRATION STATUS

Expected start date: If you are currently holding an award that ends August 31, 2025, choose a September 2025 start date.

Number of months of doctoral studies: Should always be denominations of 4; e.g., if started in September and remained full-time without leaves, should be either 4, 16, 28, and 40. If haven't started doctoral studies yet, enter 0.



RESEARCH PROPOSAL

MAXIMUM 2 PAGES

Must be a **PDF ATTACHMENT**

REQUIRED ELEMENTS TO BE INCLUDED if **not currently enrolled in a doctoral degree program**:

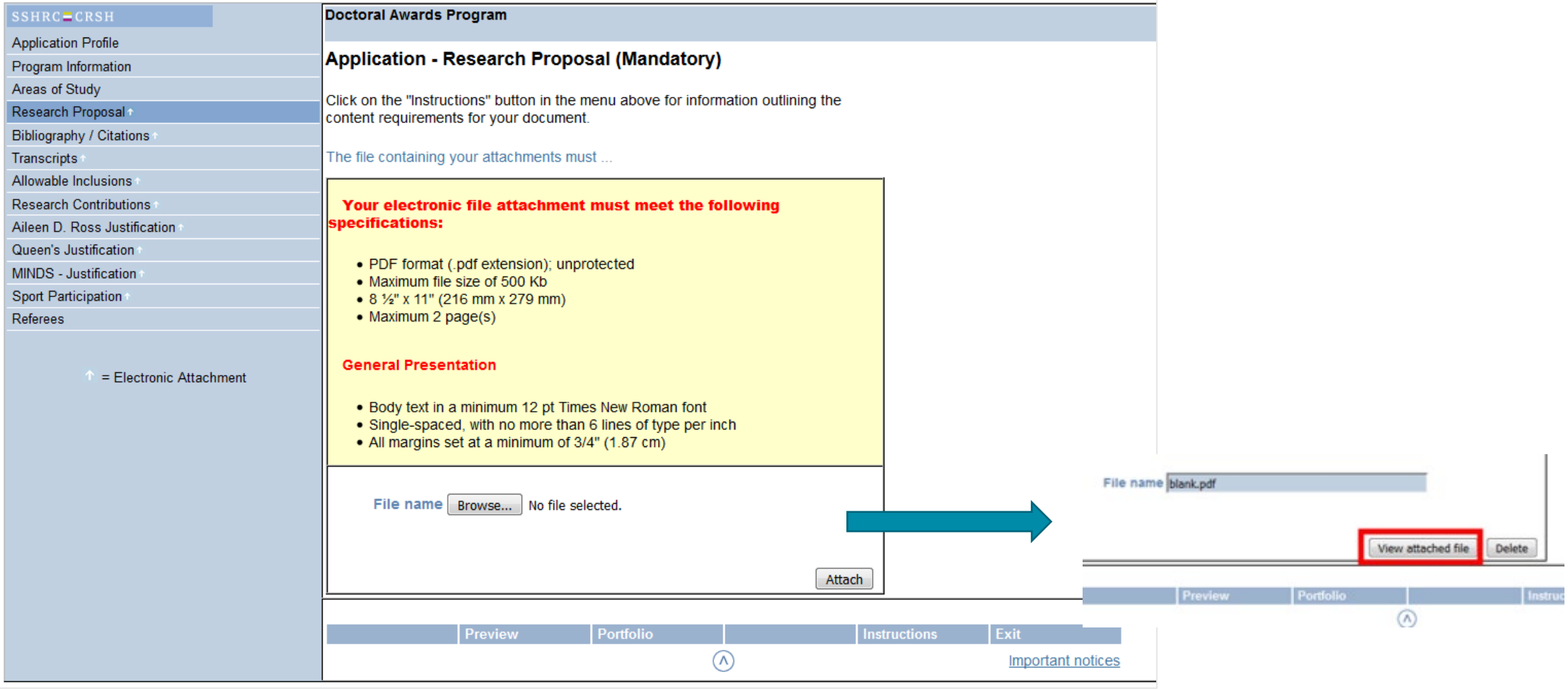
- clearly state your current level of study;
- give the title and a brief description of your master's thesis or research project, if applicable;
- identify the degree program that you will pursue, including any relevant courses, and provide an explanation for your choice; and,
- provide an outline of your doctoral thesis or research project, including the research question(s), context, objectives, methodology and significance and expected contribution to the advancement of knowledge, and your special interests in the proposed area of research.

RESEARCH PROPOSAL CONTINUED

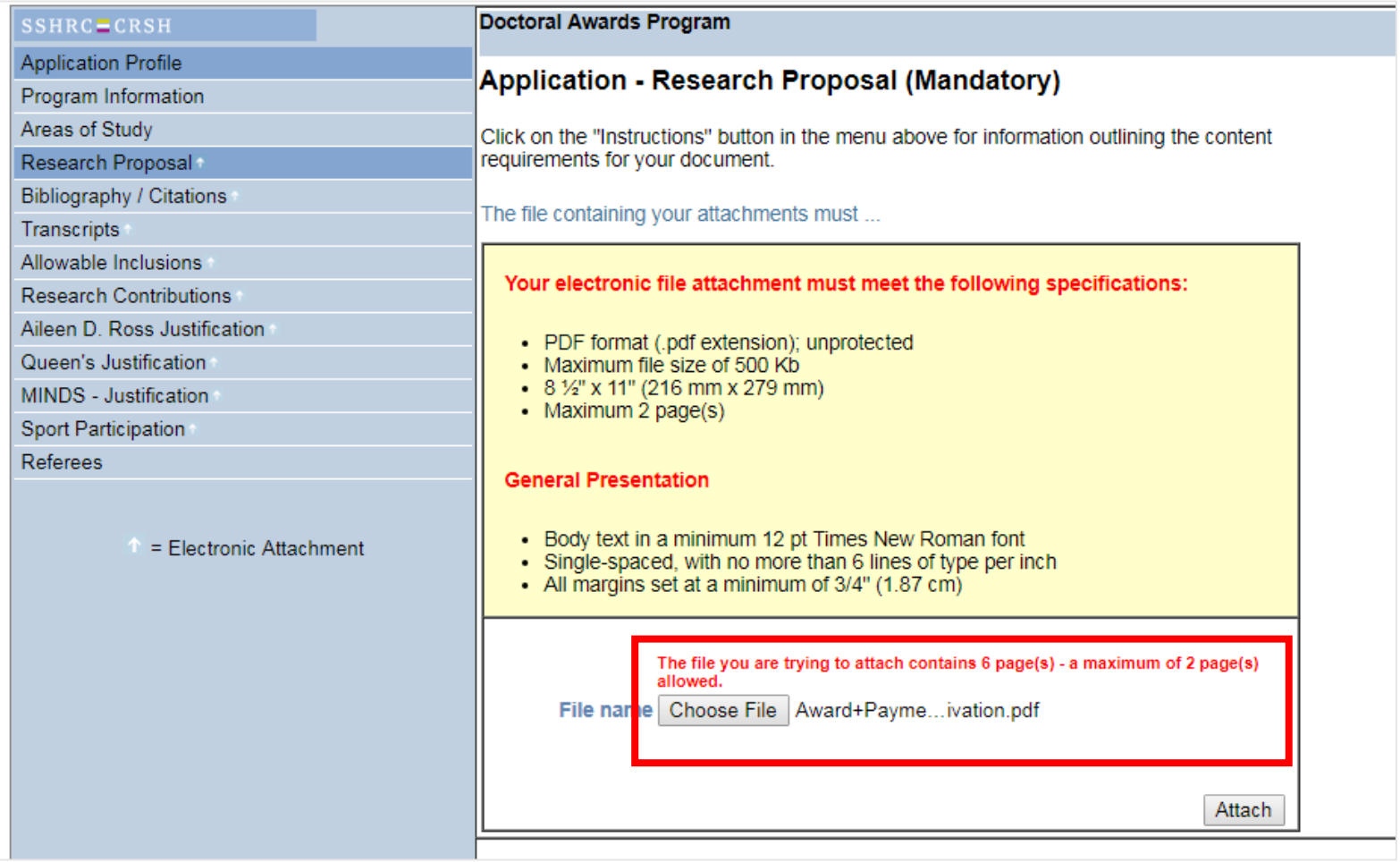
REQUIRED ELEMENTS TO BE INCLUDED if you are **currently enrolled in a doctoral degree program**:

- clearly state your current level of graduate study;
- indicate at what stage you are in your thesis/research project;
- provide the name of your supervisor of doctoral studies, if known;
- provide an outline of your thesis or research project, including, for example, the research question(s), context, objectives, methodology and significance and expected contribution to the advancement of knowledge; and
- describe what you hope to accomplish during the award tenure and what will remain to be done before you obtain your degree.

RESEARCH PROPOSAL



RESEARCH PROPOSAL



BIBLIOGRAPHY & CITATIONS

MAXIMUM 5 PAGES

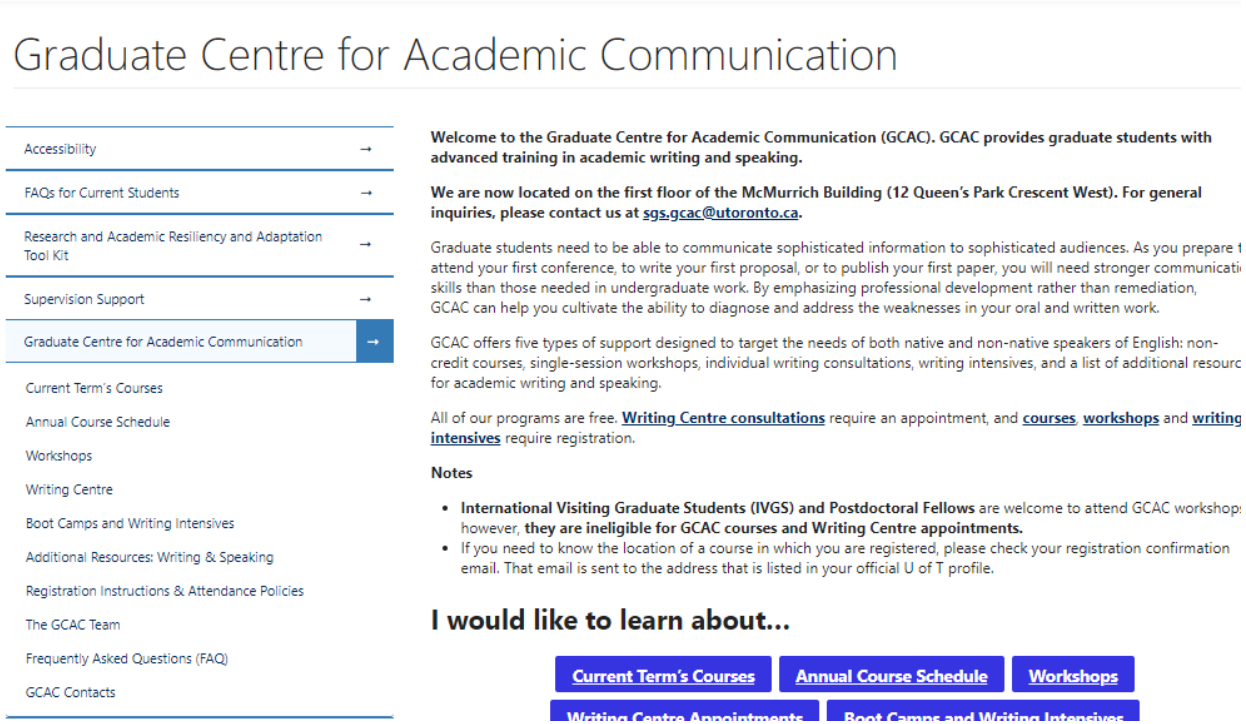
- a bibliography for your proposed research (do not upload publications or include endnotes); and
- bibliographic details for all citations included in your research proposal (ensure that these are clear and complete to allow reviewers to locate the sources easily). Only use the space that you need, i.e., don't try to fill up all 5 pages.

COMMON MISTAKES

- Lack of focus or coherence
- Repetitiveness
- Failure to cite important work in the area
- Failure to cite recent relevant work
- Citing too many irrelevant articles
- Relying too much on secondary sources (lack of understanding)
- Too much detail on minor issues; too little detail on major issues
- Research contributions not properly highlighted
- Impact / importance of research not explained

GRADUATE CENTRE FOR ACADEMIC COMMUNICATION

GCAC offers bootcamp/intensive courses and workshops for proposal writing. They also offer one-on-one appointments to help review proposals



https://www.sgs.utoronto.ca/resources-supports/gcac/

DIVERSITY IN RESEARCH

The Diversity Considerations in Research Design module supports SSHRC's commitment to promoting the integration of equity, diversity and inclusion - (EDI) related considerations in research design and practices, as outlined in the Tri-Agency Statement on Equity, Diversity and Inclusion, and the Tri-Agency Equity, Diversity and Inclusion Action Plan.

All SSHRC doctoral award applicants **must** complete this module.

This part of your application **will not be subject to merit review** and will not be shared with committee members.

Whether an applicant selects “Yes” or “No” to whether or not diversity considerations apply to their proposed research design, they must provide a maximum 1,700 character explanation.

SSHRC CRSH

- Application Profile
- Program Information
- Areas of Study
- Research Proposal ↑
- Bibliography / Citations ↑
- Diversity in Research
- Transcripts ↑
- Allowable Inclusions ↑
- Research Contributions ↑
- Aileen D. Ross Justification ↑
- Queen's Justification ↑
- Initiative for Digital Citizen Research ↑
- MINDS - Justification ↑
- Sport Participation ↑
- Referees

↑ = Electronic Attachment

Doctoral Awards Program

26 days 4 hr 43 min
For applicants eligible to submit directly to SSHRC

61 days 5 hr 43 min
For institutions to submit to SSHRC

Application - Diversity Considerations in Research Design

The Diversity Considerations in Research Design module supports SSHRC's commitment to promoting the integration of equity, diversity and inclusion - (EDI) related considerations in research design and practices, as outlined in the Tri-Agency Statement on Equity, Diversity and Inclusion, and the Tri-Agency Equity, Diversity and Inclusion Action Plan.

All SSHRC doctoral and postdoctoral award applicants **must** complete this module.

Before completing this mandatory module, carefully read the Guide to Including Diversity Considerations in Research Design for Doctoral and Postdoctoral Award Applicants.

This part of your application **will not be subject to merit review** and will not be shared with committee members. Integrating the module into the evaluation process is planned for next year.

Do diversity considerations apply to your proposed research design?

- Diversity considerations include, but are not limited to: age, disability, education, ethnicity, gender expression and gender identity, immigrant and newcomer status, Indigenous identity, language, neurodiversity, parental status/responsibility, place of origin, race, religion, sexual orientation and socio-economic status.
- Research design can include research questions, methods, theoretical framework, sources, analysis and interpretation, and/or dissemination of findings.
- SSHRC recognizes that diversity considerations may not apply to all research projects, but **encourages all applicants thinking of selecting "No" to consider their relevance first.**

If you selected Yes:

You have indicated that diversity considerations apply to your research design (questions, methods, theoretical framework, literature review, analysis and interpretation, and/or dissemination of findings). In the text box below, explain how your research design addresses or is shaped in relation to these considerations, as applicable.

If you selected No:

You have indicated that diversity considerations do not apply to your research design (questions, methods, theoretical framework, literature review, analysis and interpretation, and/or dissemination of findings). In the text box below, explain why these considerations do not apply to your research design.

1,700 characters maximum. To confirm text fits, insert, save, then select Preview.

TRANSCRIPTS

- Students must upload their own up-to-date undergraduate and graduate transcripts as ONE PDF file.

- If student is already registered in program of study at the time of application, must submit a transcript for this program, regardless of the number of months completed, to demonstrate registration in the program, e.g., Fall 2024, even if there are no grades.

Note: SSHRC will not reject unofficial transcripts. However, SGS recommends students to submit official transcripts whenever possible as reviewers will find them easier to read and authenticity will not be questioned.

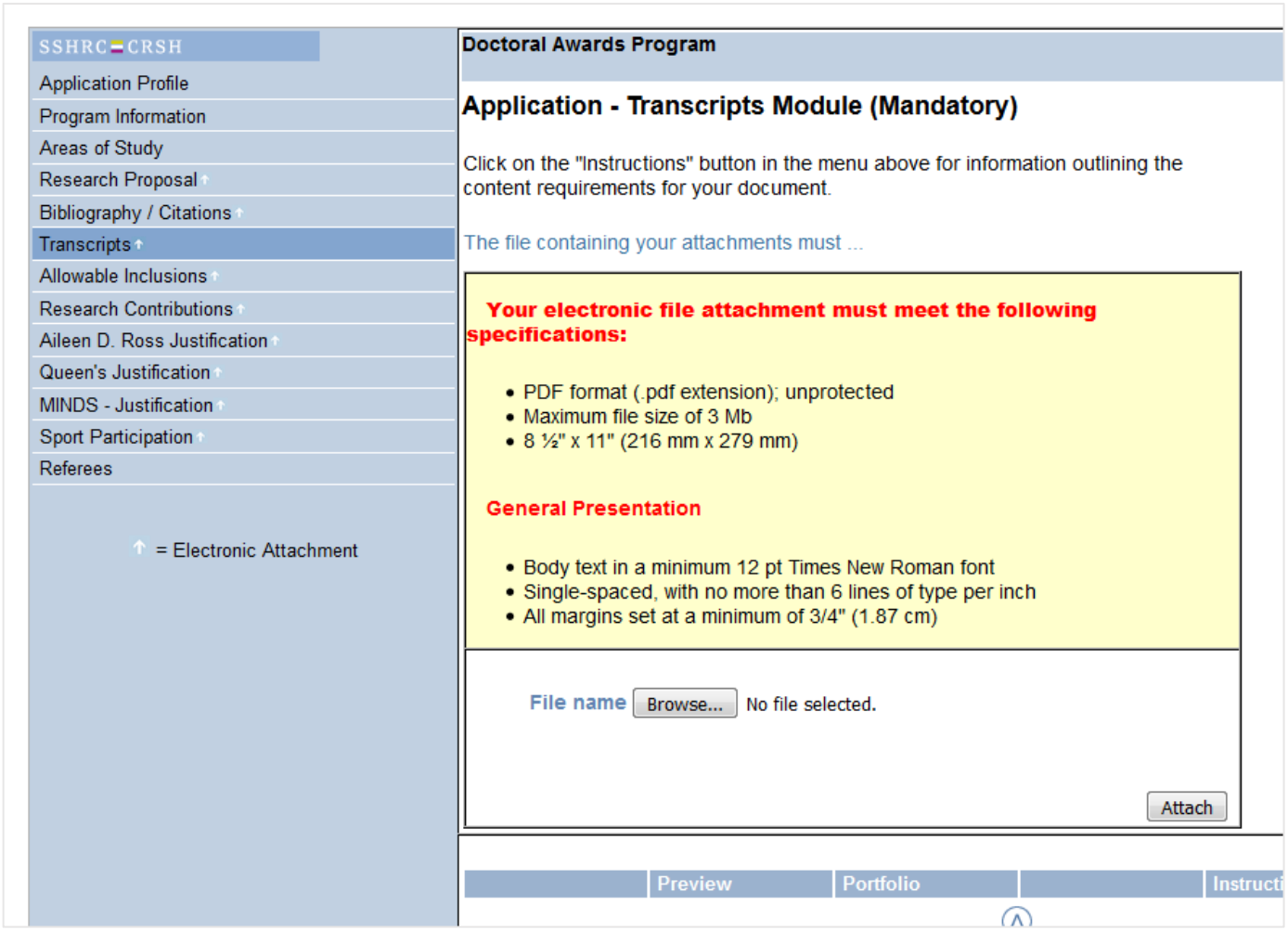
Applicants should note that submission of an application will continue to serve as a formal attestation that they provided true, complete, accurate information in the application and its related documents.

- The Tri-Agency may contact administrative staff at applicants' institutions or applicants directly in order to verify that the contents of the submitted transcripts are true, complete and accurate.

SGS recommends students to submit official transcripts whenever possible as reviewers will find them easier to read and authenticity will not be questioned.

Official e-transcripts are acceptable but should be "printed to PDF" before uploading or combining with other transcripts to remove encryption (e.g., using web browser, Adobe Acrobat Reader, or freely available PDF software).

TRANSCRIPTS



ALLOWABLE INCLUSIONS MAXIMUM 1 PAGE (ONLY IF APPLICABLE)

- If applicable, attach a PDF document.
- Describe any special circumstances that have had an effect on performance or productivity.
- SSHRC asks its selection committees to consider special circumstances that could have affected applicants' research, professional career, record of academic or research achievement, or completion of degrees. Relevant circumstances could include administrative responsibilities, maternity/parental leave, child-rearing, illness, disability, cultural or community responsibilities, socio-economic context, health-related family responsibilities, trauma and loss, or the COVID-19 pandemic.
- Indigenous applicants are encouraged to fill out this section to describe special circumstances that may have had an impact on their academic or career paths.
- If the current or previous thesis supervisor is unable to provide a Letter of Appraisal, applicants may use this section to provide an explanation. It would be considered normal to not have a new supervisor be a referee, or for students just starting their program to not have a supervisor yet, but applicants can still explain here to minimize any doubts for the reviewers.
- All information provided to SSHRC is subject to the Privacy Act. Applicants are reminded that the information included in the "Allowable inclusions" section of their application will be shared with selection committee members for consideration as part of their application. SSHRC merit reviewers cannot share this information outside of the merit review process, which is subject to the Tri-Agency Conflict of Interest and Confidentiality Policy. For more information, see the principles for SSHRC merit review.

RESEARCH CONTRIBUTIONS, RELEVANT EXPERIENCE AND ACTIVITIES

MAXIMUM 2 PAGES FOR BOTH SECTIONS COMBINED

Follow the detailed instructions: https://www.sshrc-crsh.gc.ca/funding-financement/instructions/doctoral/doctoral-eng.aspx#contributions

Given the page limits, be selective and summarize information where appropriate.

Part I – Research Contributions

- Provide details (in point form), as per SSHRC instructions, on the contributions you list.

Part II – Applicant's Statement

- Describe (in narrative form) your relevant research experience, training, professional, academic and extracurricular activities. Use two headings: Relevant experience and Relevant activities.

REFEREES – LETTERS OF APPRAISAL

- It is the applicant's responsibility to ensure that all required application components have been submitted (including all attachments and letters). **The system does not allow submission of incomplete applications.**
- Contact referees early to inquire about a possible POSITIVE & enthusiastic reference.
- Pick the referees (preferably academic) who will provide the best reference to you.
- Usually from a former or current supervisor with whom you've worked for a period of time.
- Your references should come from academic faculty members. Postdoctoral fellows or research associates should work with the supervising faculty member to submit the reference. Do not use a fellow or senior PhD student as a reference.
- Notify your referees in advance that they will be receiving an invitation by email with the subject line "Invitation to provide a letter of appraisal—Invitation à fournir une lettre d'appréciation."
- Make sure to give your referees enough time to complete and submit their support letter in advance of your graduate unit deadline date.
- Referees can see your in-progress application on the system

IMPLICIT OR UNCONSCIOUS BIASES

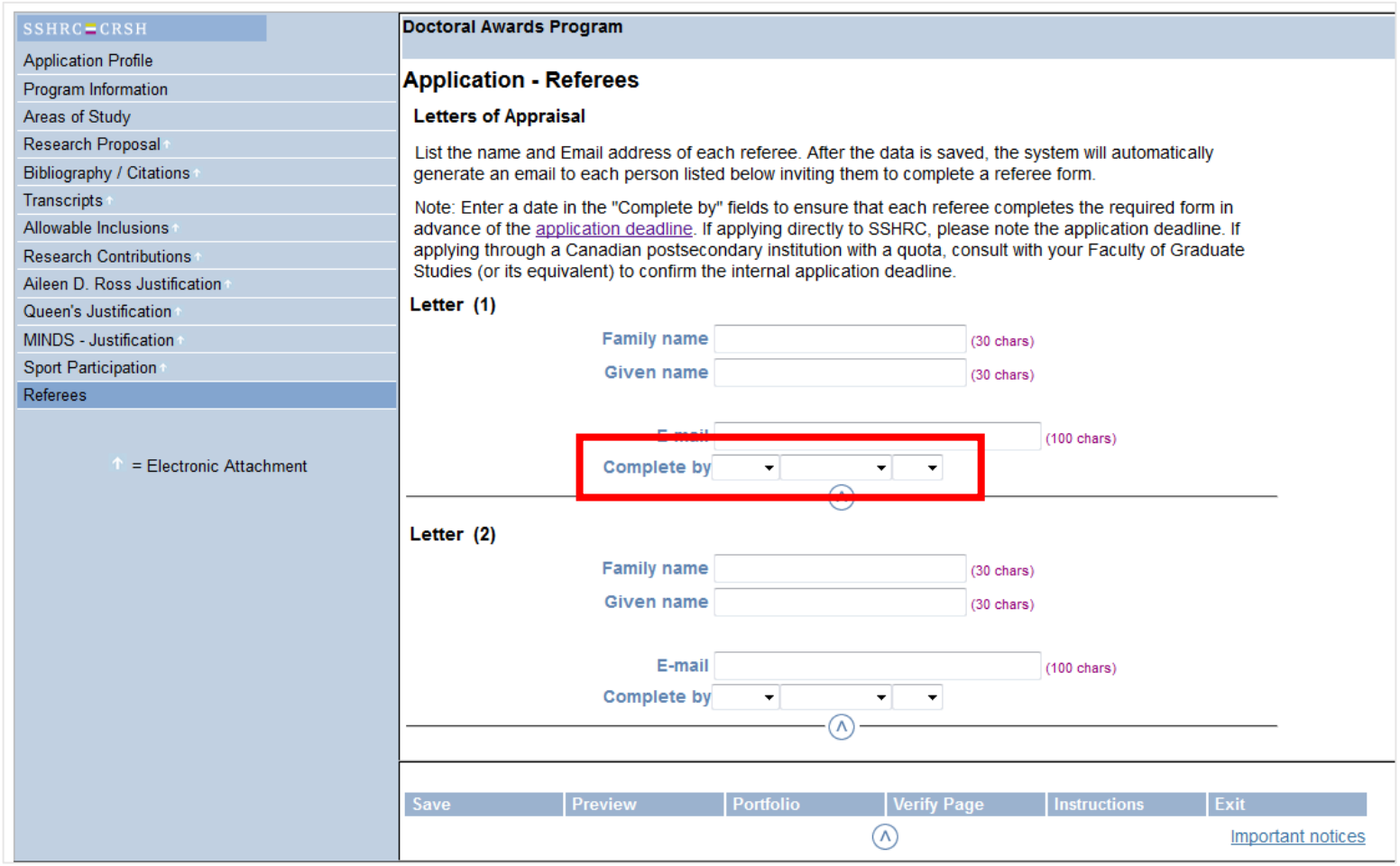
The Tri-Agency expects reviewers to consistently guard against the possibility of unconscious bias influencing the decision-making process, whether these biases are based on schools of thought, the perceived value of fundamental versus applied research, areas of research or research approaches (including emerging ones), size or reputation of an institution, age, gender, and/or other personal factors associated with the applicant. To assist committee members in recognizing potential bias, all SGS members are asked to complete the Unconscious Bias in Peer Review online learning module. Members are also encouraged to complete one of the Sex and Gender training modules produced by CIHR.

Encourage your supervisor and referees to also complete the Unconscious Bias in Peer Review online learning module so that they can be aware and minimize unconscious bias when writing letters of appraisals, e.g., using different types of adjectives to describe male vs female applicants, such as outstanding male but hard-working female.

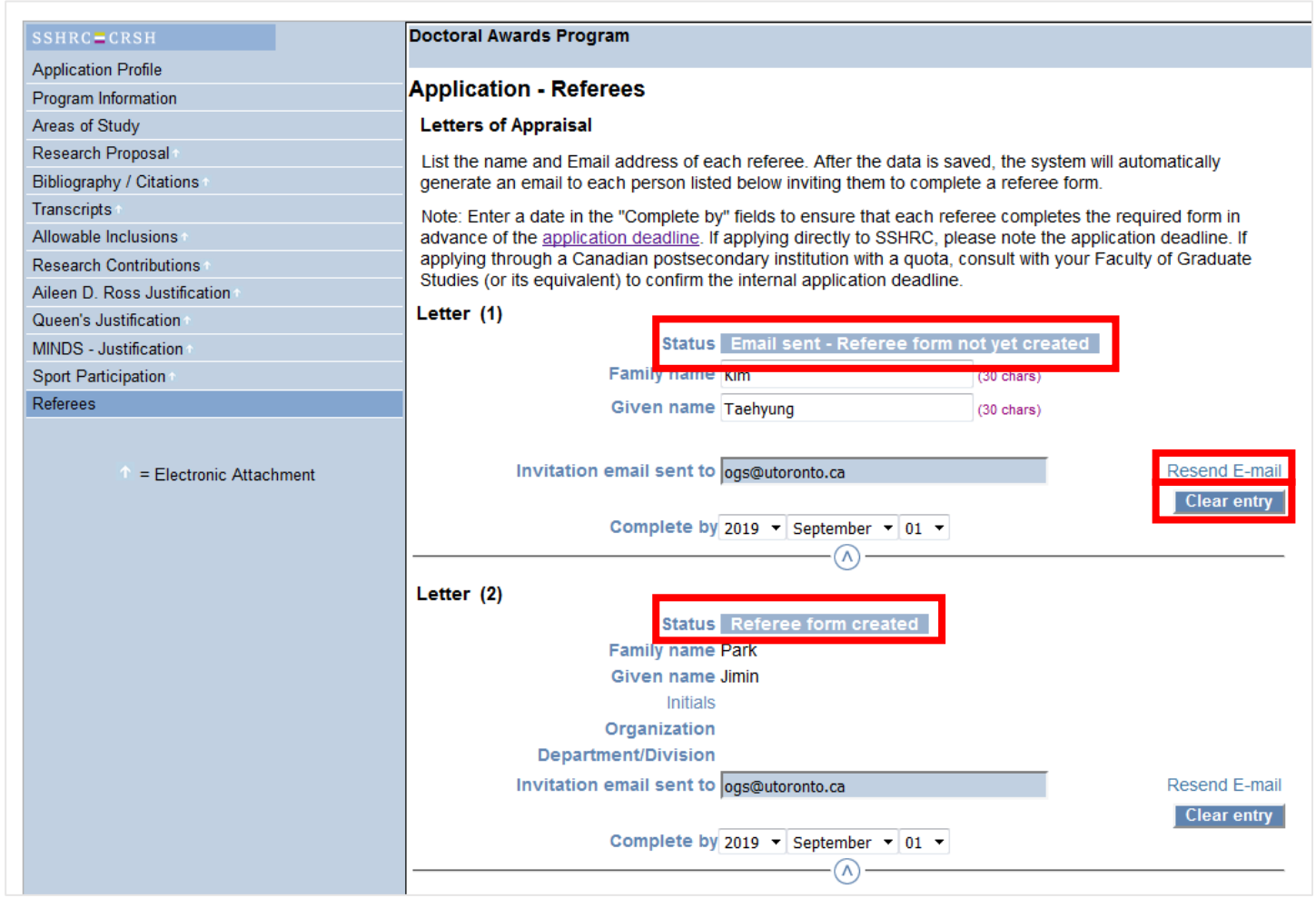
REFEREES – LETTERS OF APPRAISAL

- Letters must be **very strong** and **enthusiastic** as they are a major component of the application.
- There is a maximum of 2500 characters for the letters (approx. half a page)
- In addition to assessing your research ability/potential and the relevance of your experience and achievements obtained within and beyond academia, referees should demonstrate how your attributes and qualifications surpass selection criteria and why you are worthy of receiving the award
- Feel free to remind them of your contributions and information you would like to have in the letter (screenshot available in this presentation);
- Follow-up prior to the deadline (note you must have both references completed before you can submit your application); and
- Remember to give them a big thank you.

REFEREES – LETTERS OF APPRAISAL



REFEREES



You can track the status of the "Letters of Appraisal" on the system

REFEREE REQUEST EMAIL

- From: **SSHRC Electronic System - Système électronique du CRSH** forms@sshrc-crsh.gc.ca
- **Subject:** Invitation to provide a letter of appraisal.

Invitation to provide a letter of appraisal. - Invitation à fournir une lettre d'appréciation.

SSHRC Electronic System - Système électronique du CRSH <forms@sshrc-crsh.gc.ca>
To: fong_tsang@yahoo.com

Social Sciences and Humanities Research Council of Canada | Conseil de recherches en sciences humaines du Canada | Canada

La version française suit.

This is an automated E-mail message. Please do not reply.

You have been invited to provide a letter of appraisal.

Applicant Information
Name of Applicant: Fong Di Caterina
E-mail: fong.dicaterina@utoronto.ca
Funding Opportunity: SSHRC Doctoral Awards
Complete Letter of Appraisal form by: 18/08/19 12:47 PM

Click here to accept or decline the invitation.

If the link does not work, you can copy and paste the following address into your browser:
https://webapps.nserc.ca/SSHRC/faces/Referee/RefereePortal.jsp?
tk=782E9696783B95B5&formLanguage=en_CA

The link above is the only way to access the Letter of Appraisal form. DO NOT DELETE this E-mail.

We suggest you bookmark this link.

Vous êtes prié de ne pas y répondre.

REFEREE INITIATION PAGE

Welcome Smart Professor

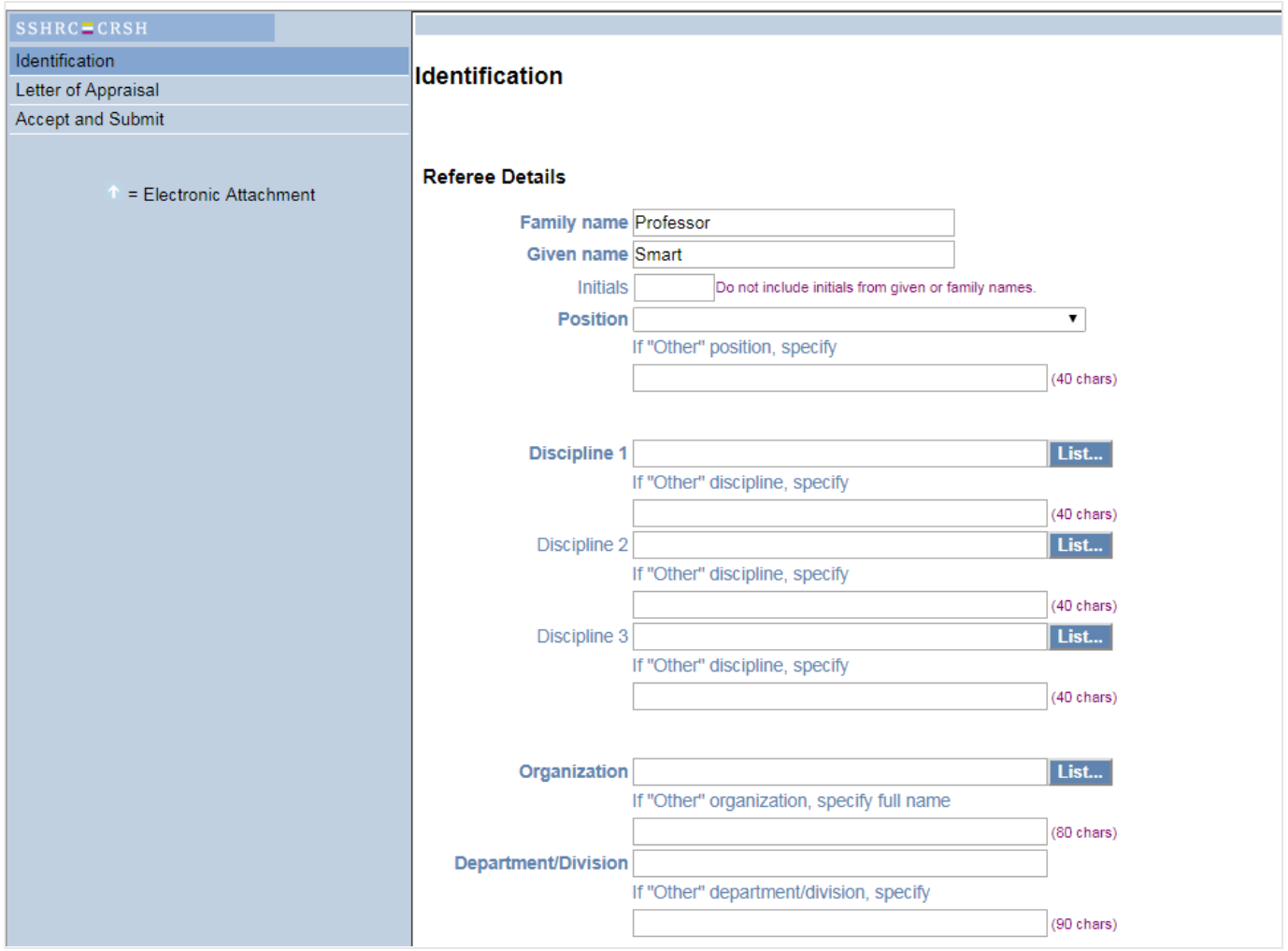
You have been invited to provide a letter of appraisal.

Applicant Information	
Name	Fong Di Caterina
E-mail	fong.dicaterina@utoronto.ca
Application Deadline:	2019-10-17 20:00:00.0
Forms	Click here to view the application form - SSHRC Doctoral Awards
	Click here to view your form

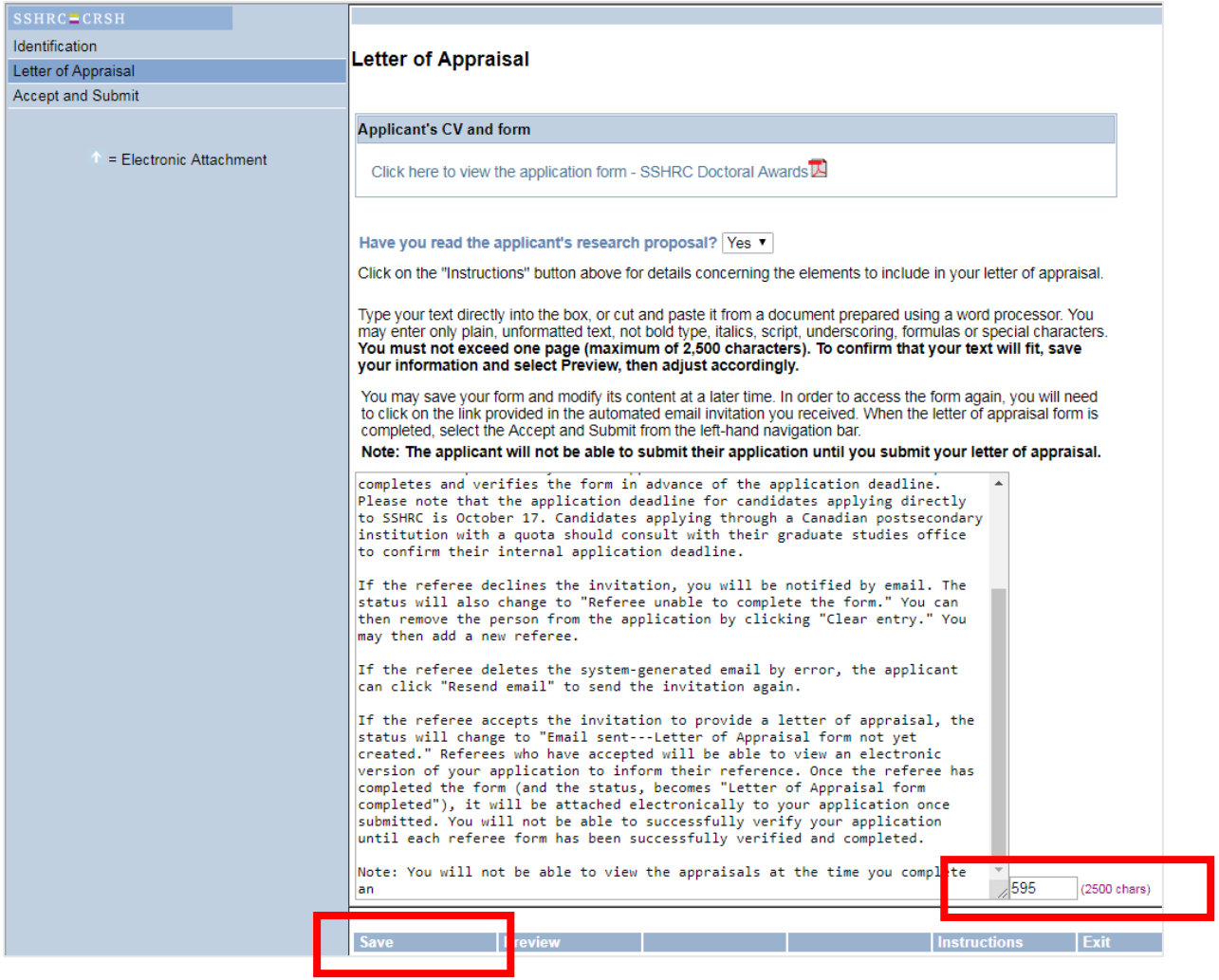
Click here to access and complete the Letter of Appraisal form

Click here if you are unable to complete this form.

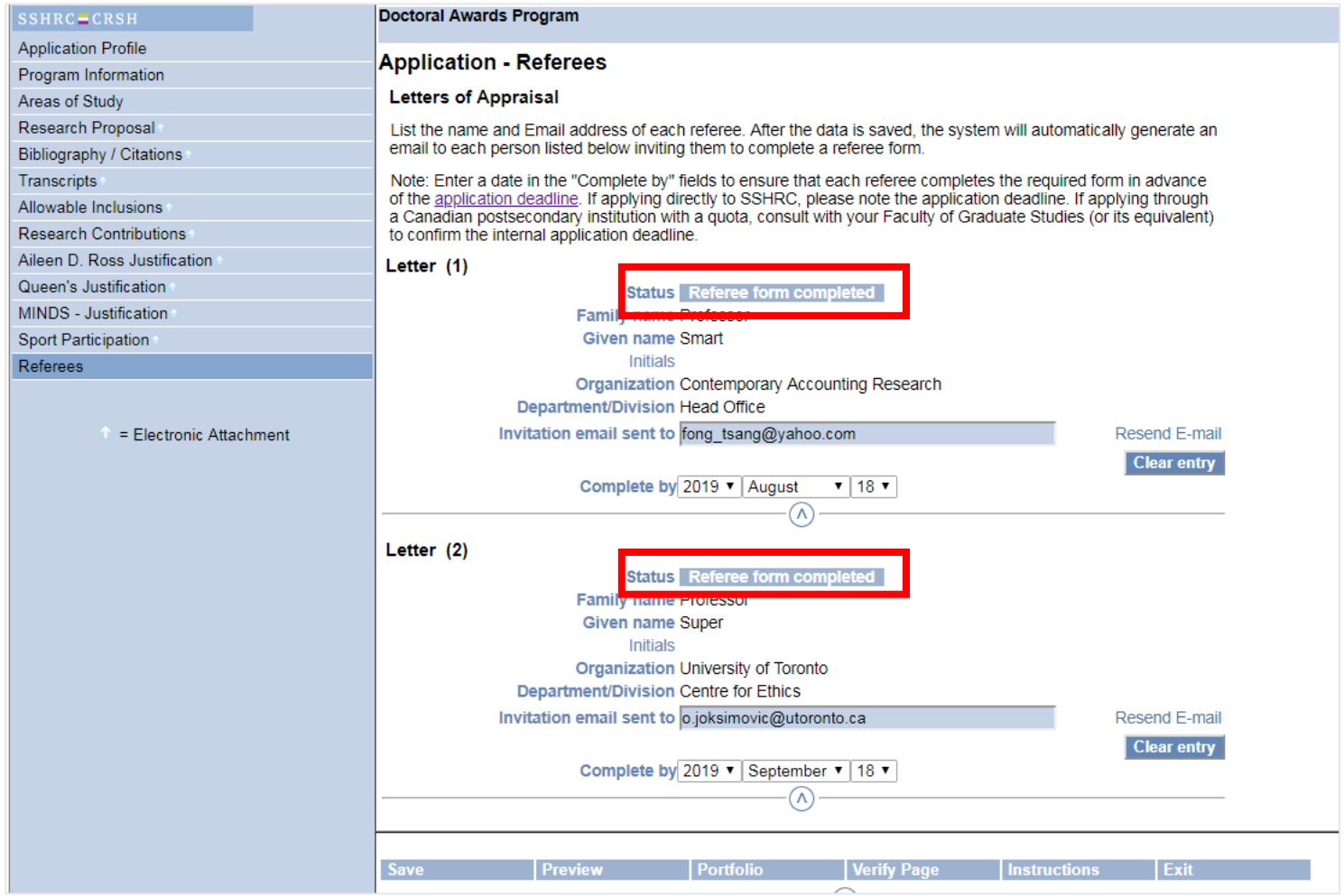
REFEREE FORM: IDENTIFICATION



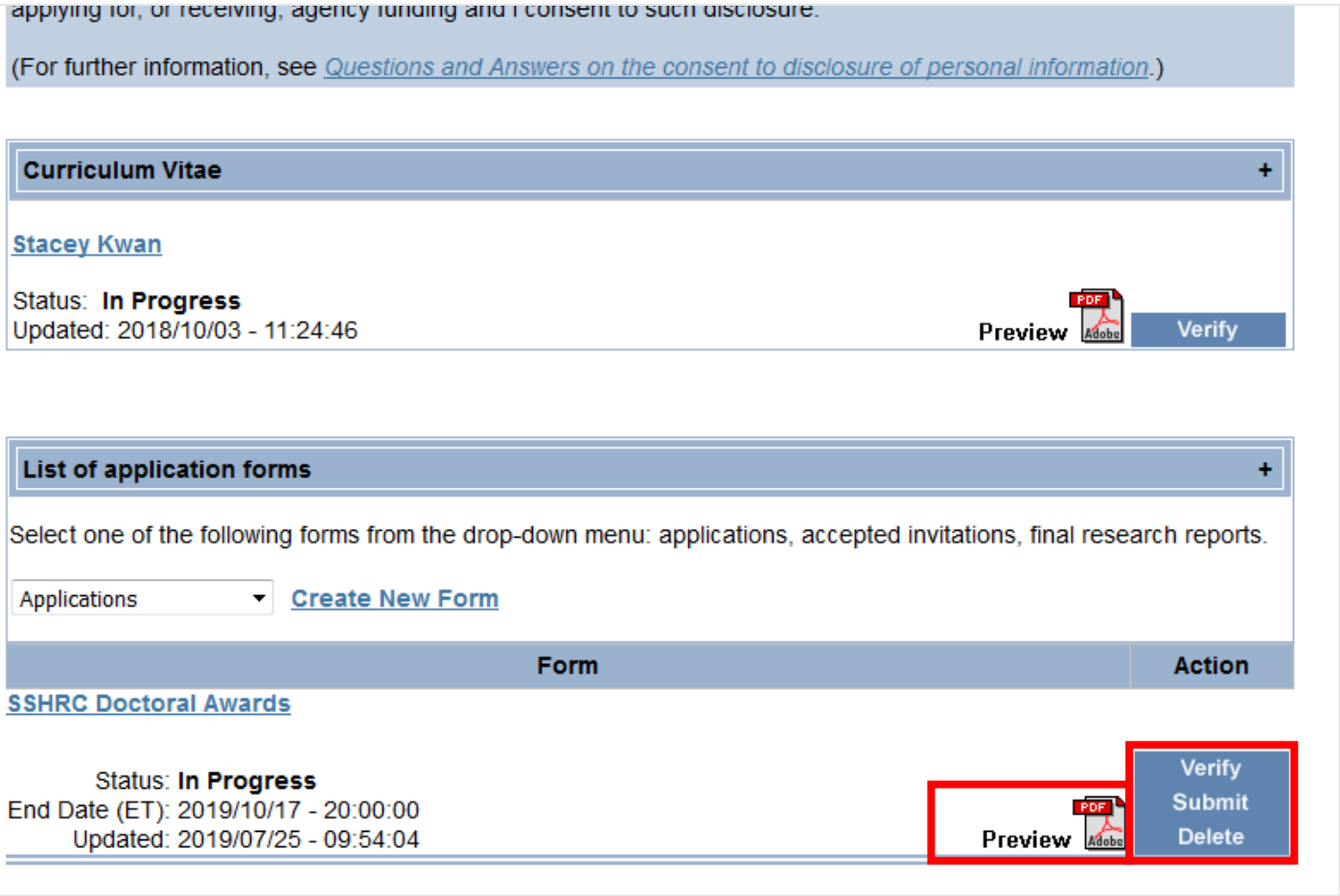
REFEREE FORM: LETTER OF APPRAISAL



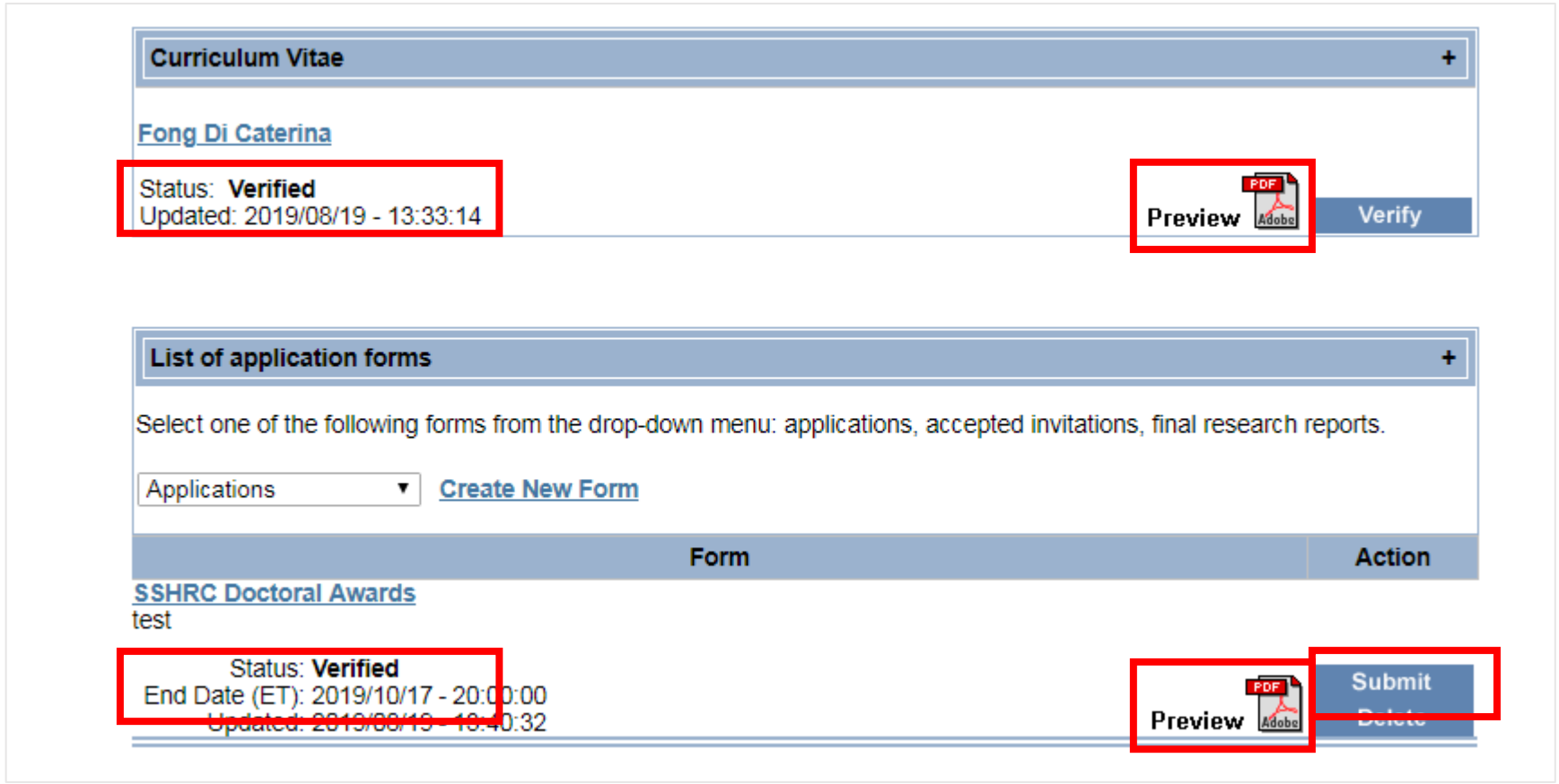
REFEREES


SSHRC CRSH
Application Profile
Program Information
Areas of Study
Research Proposal
Bibliography / Citations
Transcripts
Allowable Inclusions
Research Contributions
Aileen D. Ross Justification
Queen's Justification
MINDS - Justification
Sport Participation
Referees
= Electronic Attachment
Doctoral Awards Program
Application - Referees
Letters of Appraisal
List the name and Email address of each referee. After the data is saved, the system will automatically generate an email to each person listed below inviting them to complete a referee form.
Note: Enter a date in the "Complete by" fields to ensure that each referee completes the required form in advance of the application deadline. If applying directly to SSHRC, please note the application deadline. If applying through a Canadian postsecondary institution with a quota, consult with your Faculty of Graduate Studies (or its equivalent) to confirm the internal application deadline.
Letter (1)
Status Referee form completed
Given name Smart
Initials
Organization Contemporary Accounting Research
Department/Division Head Office
Invitation email sent to fong_tsang@yahoo.com
Resend E-mail
Clear entry
Complete by 2019 August 18
Letter (2)
Status Referee form completed
Family name Professor
Given name Super
Initials
Organization University of Toronto
Department/Division Centre for Ethics
Invitation email sent to o.joksimovic@utoronto.ca
Resend E-mail
Clear entry
Complete by 2019 September 18
Save
Preview
Portfolio
Verify Page
Instructions
Exit

VERIFYING & SUBMITTING

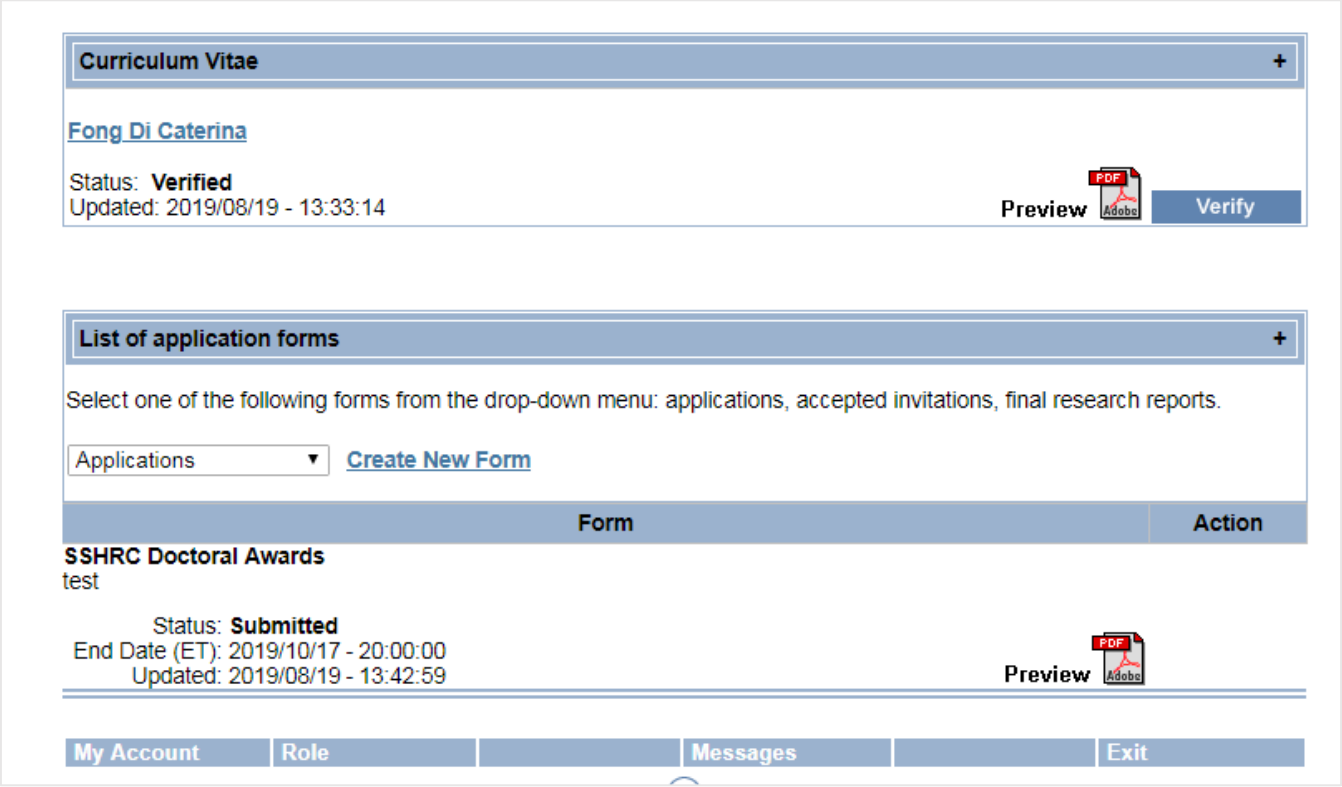


VERIFYING & SUBMITTING



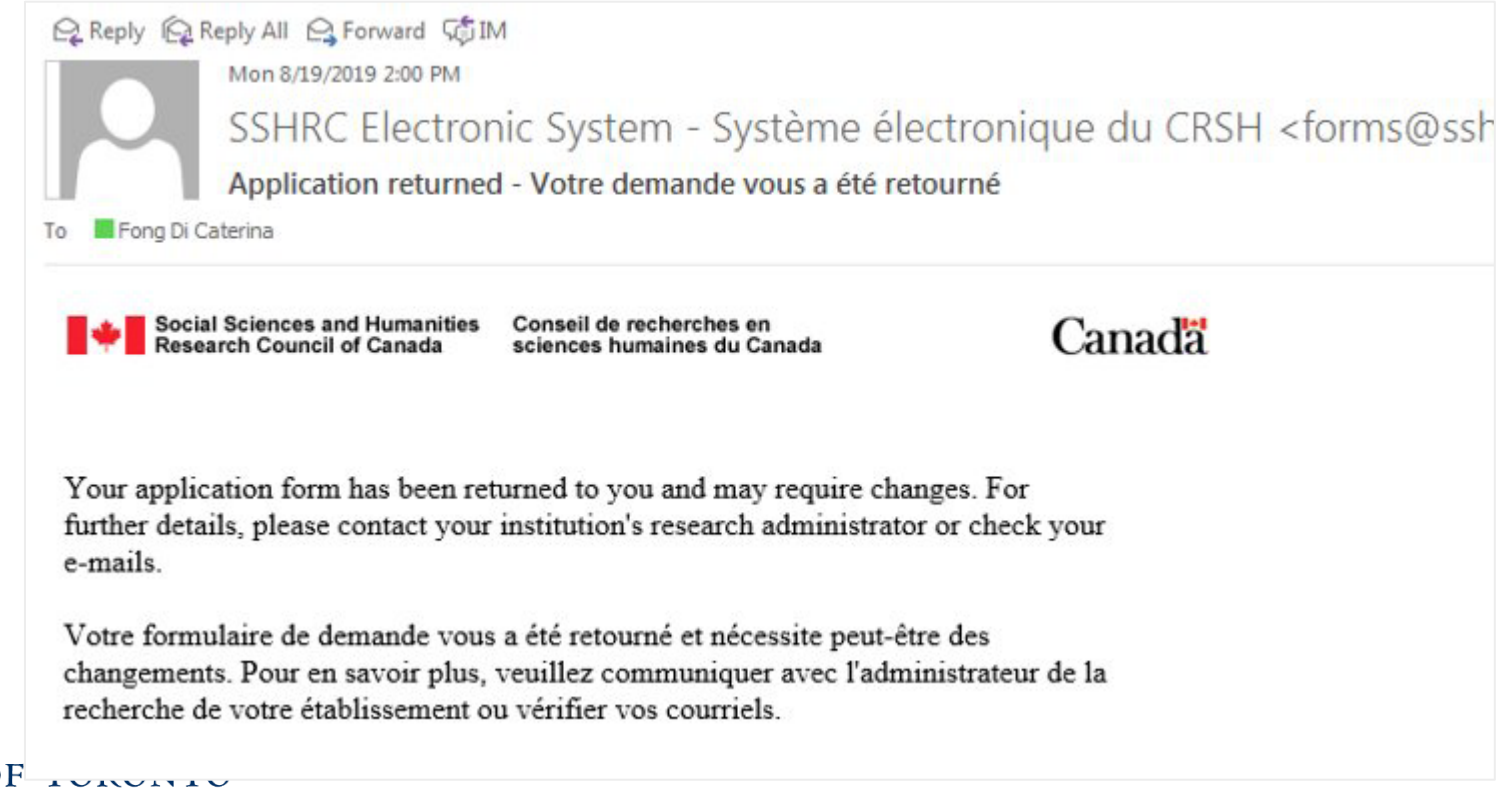
CONFIRMATION OF SUBMISSION

Graduate units may ask students to submit a screenshot of their application page (sample below) to demonstrate that they submitted their application by the graduate unit deadline. Please be sure to check with your graduate unit to verify if you are required to notify the grad unit that you have submitted an application



RETURNED APPLICATION

Applicants may have their application returned to them if a change is required by the graduate unit. If this happens you will receive an email from the application system. Your grad unit should email you first to inform you why your application is being returned, however if they have not, please check the “messages section” of your application or contact the grad admin at your unit directly to find out why your application has been returned


Reply Reply All Forward IM

Mon 8/19/2019 2:00 PM

SSHRC Electronic System - Système électronique du CRSH <forms@ssh

Application returned - Votre demande vous a été retourné

To Fong Di Caterina

Social Sciences and Humanities Research Council of Canada

Conseil de recherches en sciences humaines du Canada

Canada

Your application form has been returned to you and may require changes. For further details, please contact your institution's research administrator or check your e-mails.

Votre formulaire de demande vous a été retourné et nécessite peut-être des changements. Pour en savoir plus, veuillez communiquer avec l'administrateur de la recherche de votre établissement ou vérifier vos courriels.

ADJUDICATION PROCESS

Three tier adjudication process

1. **Graduate unit review** - graduate unit reviews all applications submitted to the unit and nominates a quota number of applications to SGS for review

2. **SGS review** – SGS reviews all applications received from units for the university-wide competition. At SGS there are two SSHRC sub-committees, a Social Sciences committee and a Humanities committee, which select the top applicants to forward to SSHRC for the national competition. Each file is read by three committee members who are outside of the applicant's department.

3. **SSHRC review** – SSHRC reviews all applications received for the national competition and selects the recipients of the SSHRC CGS D and SSHRC Doctoral Fellowships

You should receive an email from your department letting you know if your application was forwarded to SGS. If forwarded to SGS, we will also let you know whether your application is being forwarded to SSHRC. If forwarded to SSHRC, SSHRC will inform applicants of their results at the end of April 2025 using an "extranet" system for students. Applicants are notified how to access the system via email.

APPLICATION WEIGHTING

Full selection procedures can be found on the SSHRC website:

http://www.sshrc-crsh.gc.ca/funding-financement/programs-programmes/fellowships/doctoral-doctorat-eng.aspx#6

Criteria	Weighting
Research Ability and Potential	50 %
Relevant experience and achievements obtained within and beyond academia	50 %

SSHRC RESULTS

UNIVERSITY OF TORONTO STATISTICS

Competition Year	Applications Received at SGS	Quota Forwarded to SSHRC	Awards Received	Success Rate of Apps forwarded
2018-2019	312	243	110	45.2%
2019-2020	301	246	101	41.1%
2020-2021	342	276+7	128	45.23%
2021-2022	322	246+8	134	53.17%
2022-2023	328	250+9	125	48.26%
2023-2024	327	250+9	127	49.03%
2024-2025	326	250+10	108	41.5%

SSHRC RESULTS

NATIONAL STATISTICS

Competition Year	Applications Received at SSHRC	Total Awarded	Success Rate
2017-2018	2043	860	42.1%
2018-2019	2047	860	42.0%
2019-2020	2205	938	42.5%
2020-2021	2584	1058	40.9%
2021-2022	2390	1028	43.0%
2022-2023	2294	1077	46.9%
2023-2024	2185	1053	48.2%

MICHAEL SMITH FOREIGN STUDY SUPPLEMENT (MSFSS)

To support high-calibre graduate students in building global linkages and international networks through the pursuit of exceptional research experiences at research institutions outside of Canada.

- Available to active CGS Master's, CGS Doctoral or eligible Vanier CGS holders
- Up to $6,000 to fund 2 to 6 months of travel

Eligibility to hold an MSFSS

- hold an active CGS at the time your study period abroad starts;
- be registered full time in a graduate research studies program at a Canadian institution for the duration of the time abroad;
- take up the award within one year of receiving the notice of award for the CGS Michael Smith Foreign Study Supplement; and,
- return to complete your degree in Canada.

MICHAEL SMITH FOREIGN STUDY SUPPLEMENT

Deadline for universities to submit applications to the granting agencies: June 10th and October 10th

Students submit application and all required documents to the School of Graduate Studies for consideration

PARENTAL LEAVE FUNDING

- Federal agency (CIHR/NSERC/SSHRC/Vanier) scholarship parental leave supplements:
  - Up to 12 months of paid parental leave equal to award amount.
  - Amount dependent on # of sessions of leave.
  - Submit Request for Deferment of Start Date or Interruption of Award.
  - Must be active award holders to "interrupt" the award.
- Parental leave supplements through supervisor's Tri-agency grant:
  - Apply through supervisor and Research Services Office

WHAT MAKES A GREAT MERIT-BASED APPLICATION?

Advice from Graduate Awards Office & Prof. Malcolm Campbell - Former Vice-Principal Research, UTSC

- Reviewers can spend as little as 6-8 minutes on each application, you have a short period of time to promote yourself on paper.
- Selection/Evaluation Criteria – make sure you “hit” them all

ACADEMIC ACHIEVEMENTS

- Reviewers look heavily at PROGRESS; ongoing awards, publications, historical grade trends, and PRODUCTIVITY
- Your contributions/role in a project, impact of the work, awards, presentations, research background, communication achievements, leadership roles (volunteer, elected positions, clubs, sports, etc.)
- Limit to university level achievements

WRITING STYLE/FORMATTING

- Make it easy for the reviewer to find key information
- Use headings
- Apply boldface or underlined text strategically
- Be clear, succinct, scholarly but understandable
- Be straight forward, emphasize strengths, not a time to be shy
- Follow formatting standards

RESEARCH PROPOSAL/PLAN OF STUDY

- Write a clear and concise research proposal that an educated non-expert could understand
- Give your proposal to as many people as possible to review – ideally a professor/ senior graduate student who can critique it
- Read the proposal out loud to yourself and others. If it doesn't sound natural, then it needs more work
- Engage the reviewer
- Importance/Significance – you want your reviewer to advocate for your application

QUESTIONS?

- Competition (application/submission) questions can be directed to:

Graduate Awards Office
graduate.awards@utoronto.ca

- Technical difficulties with the application system can be directed to SSHRC's help desk:

webgrant@sshrc-crsh.gc.ca