

UNIVERSITY OF ALBERTA AND EDMONTON POLICE SERVICE SEED GRANT PROGRAM

Terms of Reference and Application Process

Introduction

The Office of the Vice-President (Research and Innovation) (OVPRI), the Kule Institute for Advanced Study (KIAS), and the AI4Society Signature Area (AI4S) at the University of Alberta, in partnership with the Edmonton Police Service (EPS), are pleased to announce a new seed grant program designed to encourage the co-development of research collaborations between the entities. A total funding commitment of the program - \$30,000 each year for three years (\$90,000) - will be made available to fund projects arising from this collaboration.

Purpose of Fund

These grants provide support for the co-development of research collaborations between University of Alberta researchers and members of Edmonton Police Service. The program will fund up to three projects per year. Grants are capped at a maximum of \$10,000 each, are to be carried out over a period of 18-months, and should focus on one or more the following areas:

- Police legitimacy and racism
- Use of data and analytics in policing
- History of Colonialism and the impacts on policing today
- Evaluation of Edmonton Police Service training initiatives

Eligibility

All continuing paid faculty members at the University of Alberta are eligible to apply. To confirm eligibility to apply for funding see University of Alberta Policies and Procedures Online (UAPPOL) document entitled "[Eligibility to Apply for and Hold Research Funding Policy](#)".

Successful seed grant program applications should demonstrate the following attributes:

- Build on, and integrate knowledge by, interdisciplinary researchers and the EPS.
- Applications should address:
 - Relevance of the research topic. Are the research questions relevant? Do they fit the priorities noted above?
 - Suitability of the research plan. Is the scope of work to be done manageable given the resources and duration of the project? Is the project methodology appropriate for the goals?
 - Collaborative capacity development. Will the project position the team for further research? Will the team apply for funding from other sources at the end of the grant to continue the collaboration? What is the plan for such applications?
- Teams should be diverse and align with the University's [Strategic Plan for EDI](#).

Application Process

Applicants are required to create a new Proposal Request through the Researcher Home Page in PeopleSoft and submit it for Faculty and RSO approval along with the following documentation:

- Project Title and Public Summary (150-200 words)
 - The project summary should be written using lay language for a non-technical audience, as it will be shared with the public as part of a media announcement
- Description of team (max. 1 page)
 - Names and affiliations of team members with a brief discussion of how their expertise advances the work of the team.
- Project description (max. 3 pages or 1500 words)
 - Discussion of research objectives, activities that will be undertaken, deliverables, and expected outcomes.
 - Applicants are encouraged to take into account, when applicable, diversity (gender, sex, age, culture, religion, mental and physical disabilities, etc.) in the proposed research from its design to the analysis of the research findings. Incorporating the principles of Sex and Gender Based Analysis Plus (SGBA+) in research has the potential to increase the rigour and usefulness of the research.
- Timeline (can be a Gantt chart, or other graphical format, or bullet points)
 - Successful projects are expected to start in May 2021 and to finish within 18 months.
 - Successful applicants are expected to present a progress report in early 2022 in a seminar style setting.
- Budget (max. 1 page with justification)
 - Budget items should be related to the direct costs of research only.
 - Funding may not be requested for faculty salary support. Salary support for research personnel and lab technicians is permitted.

Selection Process and Criteria

Proposals must be submitted and approved in PeopleSoft through the Researcher Home Page prior to submission to the Office of the Vice-President (Research and Innovation).

Proposals will be adjudicated by a joint review committee consisting of members from the OVPRI, KIAS, AI4S, EPS, and a member of the community.

Each application will be rated on the following criteria:

- Significance and impact of the multidisciplinary research (50%)
- Approaches, methods, and plans for future funding (25%)
- Expertise and experience (25%)

Grant Administration

Seed Grants are awarded for a maximum of 18-months, with no extensions granted except under exceptional circumstances (such as major illness or parental leave).

All conditions on grants (for example, ethics approval) must be cleared within 3 (three) months from the award date, unless an exemption from this requirement is sought and obtained from the Office of the Vice-President (Research and Innovation). If this requirement is not met, the award is forfeited.

A seminar style progress report is to be done in early 2022. Details on the event will be sent to the grant recipients two months in advance.

A final report must be submitted to uofaepsgrant@ualberta.ca within three months of the project end date. This report should be no more than two pages in length and describe the outcomes of the research and any future advancements on the research topic/program. It should also provide a brief description of how the budget was used to accomplish the outcome.

Failure to meet these commitments precludes future funding through this seed grant program.

Deadline

Applications are to be submitted to Leslie Parsad at uofaepsgrant@ualberta.ca by **4:30 p.m. MST on 14 January 2021**. Applicants must ensure that the application has been approved by all levels in PeopleSoft and is at the “waiting for sponsor decision” stage prior to emailing the application to uofaepsgrant@ualberta.ca. Incomplete applications and applications that have not been approved in PeopleSoft will be deemed ineligible and not reviewed.

Records from this competition will be managed in accordance with the Alberta Freedom of Information and Protection of Privacy Act.