

# Undergraduate Student Research Funding Information Session

**2022**

# Overview

- Award value of \$7,500, paid as wages over 16 weeks
- Single common application form using ROMEO
- Deadline is NOON Feb 17
- Single person projects only, with a faculty supervisor
- May be a project of your design or one that is suggested to you by your supervisor
  - Students must write the application themselves, with feedback and guidance

# Where to Start?

- Talk to potential faculty research supervisors; discuss your research ideas and interests
- Review Student Research Opportunities on the StFX Research Website
- Review specific award criteria, application requirements, etc
- Plan accordingly to complete your application on time



# STUDENT RESEARCH OPPORTUNITIES

[Home](#) > [Research](#) > Student Research Opportunities

## YOUR OPPORTUNITY FOR REAL-WORLD, HANDS-ON EXPERIENCE

**Hands-on research** is not only encouraged here — it’s a **fundamental part of your education**. You’ll **delve into complex projects** at the undergraduate level, working in a real lab and earning valuable experience in proposing, organizing and conducting real research. You’ll even have the opportunity to get published in academic journals as an undergraduate student.

Our ability to offer **exceptional student research** opportunities is due to our rigorous teaching and research program, attracting millions in external research funding annually.

### MORE IN RESEARCH

[About Research](#)

[Faculty Research](#)

[Student Research Opportunities](#)

[Undergraduate Research](#)

# Funding Sources – 59 Awards

- Alley Heaps (Computing Science, 4)
- Centre for Employment Innovation (all disciplines, with priorities, 8)
- Irving Awards (all disciplines, with priorities, 8)
- John P Cunningham (Chemistry, 2)
- NSERC USRA (Science, 10)
- RBC Foundation (policy related, 8)
- Richard Cunningham (Engineering, 1)
- Schwartz (Business / Management, 4)
- Scotia Scholars (Health, 10)
- University Council for Research (all disciplines, 4)



# Value and Payment



- All awards are valued at \$7,500 regardless of source or type (in some cases university is “topping up”)
- Each award is administered through payroll, you are paid every two (2) weeks through direct deposit to your bank account
- Everyone gets paid ~\$15/hr, plus 4% vacation pay
- The total award value also covers mandatory deductions (CPP, EI, income tax, thus approx. take home pay is ~\$6,700)
- Hours per week / total weeks / start and end dates **to be discussed with your supervisor**, but, for payroll simplicity:
  - 16 weeks, 28 hours/week, **448 hours total**
  - Paid every two weeks
  - May 2 to Aug 19
- Research Office sets up payroll and manages it for everyone.
  - You will need to submit banking and related information, if not already set up in payroll. Look for communication from Research Office
  - Faculty supervisors are permitted to “pay more” and would discuss with the student

# Eligibility

- With the exception of NSERC USRA and Cunningham Engineering awards, all students must be returning for at least one final year of full time study to be eligible
  - Students graduating May 2022 are **not** eligible (except NSERC USRA; Engineering)
- One single common application form
- Successful applicants assigned awards based on subject matter and funder requirements
- Applications completed on the [ROMEIO system](#):
  - Students complete the online form, attach required materials, add supervisor
  - Faculty supervisor completes a reference
  - Student submits
- ROMEIO Website
- **Deadline: NOON, February 17, 2022**

# Application Package (1)



- One single PDF document.
  - Formatting:  $\frac{3}{4}$  inch margins all around, 11pt font, single spacing, name at the top
- 1-page research proposal
  - Objectives, context, methodology, expected impact or outcomes
- 1-page list of citations, optional bibliographic references
- 1-page statement of preparation. “How do your unique experiences make you ready for this opportunity?”
  - Academic preparation, qualifications, experiences for this project
  - How this project fits with your longer term plans
- STFX Student Grade Report (unofficial student grades from all years)
  - If you have courses / transcripts from other universities or colleges, please include an unofficial grade list for these



# Application Package (2)

- Supervisor completes sub-tab section
- Assessment of the research potential of the student:
  - Clear statement about the student's enthusiasm for the project
  - Evidence of potential for the student to be successful in research
  - Specific examples that point to the excellence of the student, more generally
- 5,000 characters or approximately 600 words
- May include additional information about cash and inkind support for the student project
- Confirmation of email sent to both student and supervisor **AFTER** the student submits the application
- **Important:**
  - **The student MUST complete the research proposal on his or her own with guidance and feedback, only, from the supervisor / others**

# 1-Page Proposal

- 1-page research proposal.
  - Objectives, context, methodology, expected impact or outcomes
- Write clearly and simple to explain what you want to do and how you will do it
- Start by stating an issue or problem or opportunity, and why it is important (for society, for the discipline, etc)
- Then have a couple of objectives (to assess, to understand, to...)
- What is the context for this proposed project?
- How will you do this – literature review, surveys, interviews, focus groups, lab experiments, field experiments, simulations, modelling...
- What do you expect to be the outcome – the results will increase our understanding of... will contribute to... will provide insights on...

# Statement of Preparation

- 1-page statement of preparation. “How do your unique experiences make you ready for this opportunity?”
  - Academic preparation, qualifications, experiences for this project
  - How this project fits with your longer term plans
- Describe specific courses you took or are taking and what you are learning from them that informs your ability to do this
- Describe any relevant work you might have done – as a research assistant, a volunteer (in a lab, on campus, in the community), and especially any skills you developed like time management, analytical skills, etc
- Describe how this fits with an honours program or other undergraduate work, and describe how this fits with any future plans like graduate school, employment, etc

# COVID-19 Considerations

- There is **no requirement** to make any statement about COVID-19 and possible alternative plans
- Proposal should still be realistic and feasible
- If awarded, and there are COVID-19 issues, you will be able to adjust your plans in consultation with your supervisor without a need for approval:
  - Switch from in-person interviews to on-line surveys
  - Change to limited or no in-person lab work
  - Cancellation of field work and move to secondary research

# Evaluation (1)

- Academic Excellence 20%:
  - Relative standing in course
  - Grades in courses related to the proposed research subject matter
  - Course load (full course load vs less than full and overall performance)
- Quality of the proposed research project and expected outcomes 40%:
  - Significance, feasibility and merit of proposed research
  - Clarity of proposal (ideas, theoretical, technical / concepts clearly and logically written)
  - Appropriateness and clarity of methodology

# Evaluation (2)

- Research Potential 40%:
  - Courses taken / work done in specific courses to help prepare for the project; Relevance of academic training to field of proposed research
  - Activities; Research experiences / employment; Other employment; Extracurricular activities; Other
  - Statement of interest in the project specifically and research generally
  - Plans / intentions for possible honours, graduate studies, employment in research / related fields
  - Clear statement about the student's readiness for the project and evidence of potential for the student to be successful in research
  - Specific examples that point to the excellence of the student, more generally



# Centre for Employment Innovation Research Mentorship Awards



- Funding provided through the [Centre for Employment Innovation](#)
- Projects focusing on some aspect of employment as seen through a social determinants of health lens:
  - feminist aspects of labour, barriers to employment among marginalized populations, professional scope of practice in healthcare, role of education in transition from school to work, etc.
- Projects linked to Employment NS ecosystem, especially [Nova Scotia Works \(NSW\)](#) career service centres (e.g. Career Connections here in Antigonish):
  - policy analysis involving any area of provincial labour policies including education; field work with the NSW sites; reviews of employment services programming, etc.
- Ideas / clarification? Contact Dr. Paula Romanow, CEI Manager of Research and Evaluation, to discuss [promanow@stfx.ca](mailto:promanow@stfx.ca)

# Irving Undergraduate Research Mentorship Awards



- Funding provided through the McKenna Centre for Leadership
- Project does not have to be connected to faculty's own research
- Students in all Bachelor programs (including BEd) are eligible
- Students must be full-time at time of application, and be returning to full-time studies in the same Bachelor program in the fall
- Awards distributed across:
  - Culture and Human Development
  - Energy, Natural Resources and the Environment
  - Human Health and Wellness
  - Humanities
  - Leadership and Organizational Development
  - Public Policy, Governance and Social Justice

# NSERC USRA (1)

- To be assigned an NSERC USRA, must:
  - Be doing a science project in an NSERC discipline
  - Have minimum GPA of B- or 70%
  - Be Canadian citizen or permanent resident
  - Supervisor **does not** have to hold an NSERC grant
- Once assigned, students and supervisor **together** complete “paperwork” on the NSERC on-line system (details will be sent):
  - The student completes Form 202, Part 1, including **official** transcripts
  - Faculty supervisor completes Form 202 Part 2
  - **DO NOT** start the NSERC form until you have been assigned this award
- Students in any year, including graduating students, are eligible
- Project is typically closely connected to supervisor’s research

# NSERC USRA (2)

- USRA Supplements
- Canadian Forest Workforce Diversity Supplement
  - \$5,000 supplement
  - If approved for USRA, and your project falls into research areas of relevance to Natural Resources Canada ([Canadian Forest Sector](#)), it is automatically forwarded for consideration
  - No separate application
- ECCC Atmospheric and Meteorological Supplement
  - \$1,000 supplement
  - Research activities in atmospheric and meteorological sciences
  - If approved for USRA, you apply directly to [ECCC](#) by August 1
- Eligible **Indigenous** students automatically approved by NSERC outside of the minimum number of awards we have to offer

# RBC Foundation Research Mentorship Awards (1)



- Funding provided through the Mulroney Institute of Government
- Project does not have to be connected to faculty's own research
- Students in all Bachelor programs (including BEd) are eligible
- Students must be full-time at time of application, and be returning to full-time studies in the same Bachelor program in the fall
- Must propose research that is relevant to public policy and governance issues

# RBC Foundation Research Mentorship Awards (2)



- Awards distributed across:
  - Women's Studies and Leadership
  - Economics, Trade and Finance
  - Canada-US Relations
  - Global Affairs
  - Environmental Issues and Policy
  - Indigenous Affairs and Governance
  - Underserved Communities, Social Policy and Government
  - Multiculturalism and Linguistic Diversity



# Schwartz Business School Research Awards



- Students must be in BBA program to be eligible
- Project does not have to be connected to faculty's own research
- Students must be full-time at time of application, and be returning to full-time studies in the same Bachelor program in the fall
- Must propose research that is business / management related, including:
  - Accounting
  - Enterprise Systems
  - Entrepreneurship
  - Finance
  - International Business
  - Management and Leadership
  - Marketing

# Scotia Scholars (1)

- Applications must fit with one of the following:
  - health innovation
  - mental health
  - continuing care,
  - accessible health services
  - well-being of Nova Scotians
- Selected applicants write an additional one-page “fit with priorities”
- Packages forwarded to Research NS; you receive official award letter from RNS, and you must accept/confirm
- **DO NOT** submit an application on the Research NS website

# Scotia Scholars (2)



## **Eligibility:**

- Registered in an honours stream or advanced major undergraduate degree program
- Completed at least two years of an undergraduate degree
- Achieved a first-class (A- or 80) average in their current undergraduate degree program
- Be in good standing for continued enrollment as of Sept 2022
- Students are not eligible to receive Scotia Scholars Award funding past the end of Year 4 of an Undergraduate program; any students in Year 4 of their program or later are ineligible to apply

# Other Research Funding

- Contact a professor who does research in discipline of interest for more information about whether or not they are hiring students as research assistants
- Extension Dept at STFX:
  - [Wallace Internships for Entrepreneurship](#)
  - Employment Innovation Research Internships (Jaime Smith, [jlsmith@stfx.ca](mailto:jlsmith@stfx.ca))
- Other External opportunities:
  - [Divert NS](#) (research projects on waste diversion, waste reduction)
  - National Defence [Young MINDS Initiative](#)
    - \$10,000, various themes, many disciplines

# Useful Data for Research

- [Engage Nova Scotia](#) Quality of Life data set (2019)
- Eight domains
  - Community Vitality
  - Democratic Engagement
  - Education
  - Environment
  - Healthy Populations
  - Leisure and Culture
  - Living Standards
  - Time Use
- 230 questions, 12,827 respondents
- Data dictionary available on [Dataverse](#)
- Complete a [data access request form](#)

# Certifications

- If your project involves human participants, animals, or biohazards, **you and your supervisor are responsible** submitting applications to receive approval PRIOR to the start of your project
  - Check with your supervisor, your project may be covered under an existing certification under his or her name
- Failure to have the appropriate certifications in place may delay the payment of your payroll
  - We can arrange for early release of payroll



- All applicants will be asked to complete an Equity, Diversity and Inclusion survey
  - Will help us track participation over time and allow us to make efforts to increase diverse participation in our program
  - **Will NOT be shared with the review committee and will NOT be used for evaluation purposes**
  - May be used to confirm eligibility for certain awards (e.g., NSERC USRA)
- Successful applicants will be asked to complete a satisfaction survey at end of summer
- We will offer various professional development opportunities through the 4-month period
- You are encouraged to participate in student research day March 2023

# ROMEIO System



- You must “register” to create an account
- “Apply New” (upper right corner)
- Click “Undergraduate Student Summer Research Award”
- You can go back to “edit” your application anytime by clicking on “drafts” on your home page
- Under “Project Team Info” scroll to bottom, add team member, “search” for your supervisor’s name and “select”. Set “role” to Supervisor
  - There is no message to the supervisor, they can access your application from their home page under “drafts”
- After everything is done, submit, type in “OK” and submit

# Questions?

David Bruce, Director, Research Grants

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