The VCC Research Fund (VRF) enhances VCC’s research capacity and scholarly culture by supporting innovative, collaborative projects led by college employees.

An annual total of $10,000 will be made available for the VRF, which provides up to $2,500 for an individual project and $5,000 for an interdepartmental project within VCC.

This limited fund is intended to be used as seed funding for larger research projects.

**How to apply**

An application for the VCC Research Fund must include the following:
- Researcher CV(s) that highlight scholarly activities, where available
- Completed VRF application form (attached)

All documents must be submitted electronically to VRF@vcc.ca by March 7, 2022

This form and related research materials can be found at https://www.vcc.ca/research, as well as at https://employee.vcc.ca/departments/academic/research/

**Eligibility/Restrictions**

- All VCC permanent employees (faculty/instructors, staff, and administrators) who meet the adjudication criteria are eligible for this funding and are encouraged to apply. New applicants for research funding, and funding applications for new research projects will be prioritized.

- While preference will be given to internally delivered projects, a portion of funds may be applied to eligible research-related costs to community and external partners.

- Recipients are able to access this funding only once per year; awarded funds cannot be deferred or transferred.

- All projects must comply with relevant institutional policies and, where appropriate, confirm Research Ethics Board (REB) approval (https://ctlr.vcc.ca/research/research-ethics-board-reb/).

- Recipients are expected to complete a research project summary report by December 2022 and present at the annual Teaching, Learning, & Research Symposium, in the Winter Term of 2023.

- All VRF applications must be received by 5:00 p.m. Pacific Time March 7, 2022 to be considered.

- All funded projects must be completed by the end of the fiscal year for which the funding is received.

- All funded projects must use Creative Commons License for dissemination, with the exception of applicable Indigenous Research Protocol.

**Adjudication Process and Criteria**

VRF applications will be adjudicated by the Vice President-Academic with consultation with the Research Advisory Council. Project proposals will be evaluated on the following criteria:

1. Contribution to research capacity (through new infrastructure, practices, partnerships/opportunities)
2. Appropriate scope; feasibility
3. Development of researcher research/scholarly profile (first-time applicants prioritized)
4. Inclusion of students/student training
5. Interdepartmental collaboration
6. Community/external engagement
7. Potential for external funding

Successful applicants will be notified by the Research Advisory Council

Questions?

For more information, please contact the Research Advisory Council: VRF@vcc.ca
1. Personal information

Lead researcher: 
Department: 
Email: 
Phone: 

2. Project information

Project title: 
Start date: 
End date: 

3. Keywords and project summary (100 words max.)

4. Project description (500 words max.)

Please explain the research question; the main objectives of this project; and the expected benefits to students, community partners, and/or the college.
4. Project description (continued)

5. Knowledge mobilization plan (200 words max.)

Please explain how research results will be shared and/or used by others after this project—publication, presentation, etc.

6. Workplan/timeline

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<tr>
<th>Time frame</th>
<th>Activity</th>
<th>People involved/role</th>
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7. Budget

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<thead>
<tr>
<th>Category / description of cost</th>
<th>Amount</th>
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<td>Salary / release</td>
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<td>Equipment / supplies</td>
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<td>TOTAL (max. $2,500 for individual; $5,000 for interdepartmental)</td>
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