

Application Deadline: February 10, 2020

Catalyst Fund - Application Form

*To be eligible to apply an NOI should have been submitted by January 10, 2020

Applicant's Name and Email Address:

Applicant's Department:

Appointment Type: Tenured Faculty Tenure-track Faculty Clinical Faculty with Protected Research Time

***Before completing the application please review the Catalyst Fund Terms of Reference. The application must be written in such a way to allow assessment by individuals not expert in your field. Page limits must be adhered to.**

1. Research Proposal (maximum two pages including figures)

Provide a description of the proposed research project, including title and methodology. Illustrate how the proposed research project will accelerate your research program, and provide a brief overview of the goals of your research program.

Demonstrate how your research project supports one of the six Strategic Research Themes articulated in Queen's [Strategic Research Plan](#):

1. Securing Successful and Just Societies through Scholarship, Governance and Policy
2. Fundamental Principles of Nature: from Discovery to Application and Innovation
3. Mobilizing Creativity and Enabling Cultures
4. Health, Wellness and the Determinants of Human Health
5. Sustainability, Environment and Resources
6. Interdisciplinary Research in Materials, Computational Analytics and Human-machine Interactions

2. Impact (maximum two pages)

Provide a description of the impact of the project's anticipated outcomes and its overall contribution to research excellence and your research program, including training and development of Highly Qualified Personnel. If applicable, describe the knowledge mobilization impact of the proposed project.

3. Equity, Diversity and Inclusion (maximum 1/2 page)

Please describe how the proposed research project will contribute to the promotion of equity, diversity and inclusion in the research enterprise.

4. Budget and External Funding (maximum two pages)

Include a proposed budget and demonstrate how you will use the Catalyst Fund to leverage or match external funding, or to develop an external grant proposal. Expenses must conform to University policies on research eligible expenses. Please confirm in your application that you hold Tri-Council funding or have applied for Tri-Council funding within the last two years of the application due date (February 10, 2020).

5. Curriculum Vitae

Include a current curriculum vitae.

Submission Instructions

Please attach the completed application form and any other documents in ONE file to your TRAQ DSS Form. The completed application file should be attached to the **Attachments** tab of the TRAQ DSS Form.

The TRAQ DSS Form is available in the TRAQ Researcher Portal. See TRAQ website (www.queensu.ca/traq) for sign on information and training materials.

Application Signatures and Approvals

Note: The applicant provides his/her electronic signature when submitting the TRAQ DSS Form. The Department Head provides his/her signature when approving the TRAQ DSS Form. Both of these actions are dated and time stamped.

IMPORTANT INFORMATION: All required electronic signatures must be completed in the TRAQ DSS Form by the application deadline or your application will not be considered. Please allow sufficient time in advance of the application deadline to ensure all electronic signatures are completed.

Direct all application inquiries to: Marianne Ferris, 613-533-6000 ext. 78861, or e-mail ferrism@queensu.ca

Direct all TRAQ related questions to: TRAQ Help Desk, 613-533-6000 ext. 78426 or email traq@queensu.ca