**N.B.** **All of the boxes below can be expanded to accommodate your text.**

|  |
| --- |
| **Competition** |
| Specify competition | Click or tap to enter a date. |

|  |
| --- |
| **Support** |
| [ ]  **Colloquiums and Workshops on Campus**[ ]  **Creation of New Knowledge** |

|  |
| --- |
| **Principal Investigator** |
| **Name**: [Manager] |
| **Faculty**: Click or tap here to enter text. | **E-mail**:Click or tap here to enter text. |
| **School**: Click or tap here to enter text.  | 🕿 : Click or tap here to enter text.  |

|  |
| --- |
| **Scholar Type** |
| **Are you an** [Emerging Scholar](http://www.sshrc-crsh.gc.ca/funding-financement/programs-programmes/definitions-eng.aspx#a12)**or**[Established Scholar**?**](http://www.sshrc-crsh.gc.ca/funding-financement/programs-programmes/definitions-eng.aspx#a21)**(required)**  |
| [ ]  **Emerging Scholar**[ ]  **Established Scholar** |

|  |
| --- |
| **Activity Theme** |
| [Title]  |

|  |
| --- |
| **Date and Place**From : Click or tap here to enter text. To: Click or tap here to enter text. Place : Click or tap here to enter text.  |

|  |
| --- |
| **Summary for Promotion and for the Annual Research Report (500 words)** |
| [Abstract]  |

|  |
| --- |
| **Link with the program of research and an application to an external funding agency** |
| Click or tap here to enter text.  |

|  |
| --- |
| **Summary Research Report on Previous SPU Support (Previous grants)** |
| Click or tap here to enter text. |

|  |
| --- |
| **Link of the Conference with Areas of Excellence of Research at the University and the Role of Students** |
| Click or tap here to enter text.  |

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| --- |
| **List of Keynote Speakers and other participants** |
| Click or tap here to enter text.  |

|  |
| --- |
| **Partnerships : Their Contributions to the Promotion of the Event and to the Costs of holding the conference** |
| Click or tap here to enter text.  |

|  |
| --- |
| **Budget** |

1. **EXPENSES**
2. **Personnel Costs**

Research Assistants (Minimum 100 h)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **RA Numbers** | **Hours**  | **Hourly Cost** | **Total** |
| **BA** |  |  | 23.61 $/h | **$** |
| **MA** |  |  | 28.34 $/h | **$** |
| **PhD** |  |  | 37.78 $/h | **$** |

1. **Accommodation and Catering**

|  |  |
| --- | --- |
| Accommodation | **$** |

1. **Transportation**

|  |  |
| --- | --- |
| [ ]  Car (61 cent /km) | **$** |
| [ ]  Inter-City Bus | **$** |
| [ ]  Train | **$** |
| [ ]  Flight | **$** |

1. **Office Supplies**

|  |  |
| --- | --- |
| Office Supplies | **$** |

|  |  |
| --- | --- |
| **Total Expenses**Maximum $5,000 | **$** |

1. **REVENUES**

|  |  |
| --- | --- |
| Other Sources of Funding | **$** |
| Registration Fees | **$** |

|  |  |
| --- | --- |
| **Total of Revenues** |       $ |

|  |
| --- |
| **Budget Justification (1 page)** |
| Click or tap here to enter text. |

|  |
| --- |
| **Appendice** |
| **Required**[ ]  CV OCGS | Canadian Common CV (CCV)  |

|  |
| --- |
| **Signature - Attestation**  |
| **Important**I hereby **agree** to abide by the Guidelines and Rules for [Responsible Research Conduct](https://rcr.ethics.gc.ca/eng/framework-cadre-2021.html).Submitting inaccurate or false information in these forms is a breach of the [Saint Paul University Responsible Conduct of Research Policy (ASA-412)](https://ustpaul.ca/upload-files/AdminGov/ASA/en/ASA-412_Research_Ethics_Board.pdf)**.**  |
| **Signatures** |
| **Candidate**       Click or tap to enter a date.Signature Date |
| **Dean**      Click or tap to enter a date.Signature Date  |