

IDEAWORKS Catalyst Fund – Frequently Asked Questions

General Application

Q: What is the purpose of the IDEAWORKS Catalyst Fund?

A: The IDEAWORKS Catalyst Fund (ICF) (formerly ARIE fund) provides funding to support Mohawk College faculty and staff to engage in applied research and scholarship of teaching and learning (SoTL) activities. The fund is designed to develop and build internal capacity by providing funding for (a) release or backfill time for the applicant, (b) student stipends, and (c) associated project costs. Awards will be granted up to \$12,000.

Q: What does it mean when it is stated that the project should be aligned with the College Strategic Plan?

A: The strategic plan is a publicly available document that highlights the college's priorities, which can be viewed here: <http://strategicplan.mohawkcollege.ca/>. You will want to review it and determine how your project will contribute to the listed pillars.

Q: How many potential projects can be funded?

A: We can confirm that eight (8) Applied Research projects will be funded. It is yet undetermined how many SoTL projects will receive funding.

Q: Is it possible to apply for more than one project and can more than one project be funded?

A: Yes, you are able to apply for more than one project and funding can be approved for multiple projects.

Q: How feasible is it for faculty to collaborate on multi-disciplinary research?

A: The budget may limit the extent of multi-disciplinary collaboration, but we do encourage collaboration where possible and realistic.

Q: How should we distinguish between the two funding categories?

A: See the definitions below:

Applied research projects should solve real world challenges and have immediate practical applications. According to Colleges and Institutes Canada, applied research is undertaken in order to apply new knowledge, directed primarily towards a specific practical aim or objective.

The overall intention of **Scholarship of Teaching and Learning (SoTL)** is to improve student learning, enhance educational quality and share/disseminate results. SoTL practitioners take an approach that marries scholarly inquiry to any of the intellectual tasks that comprise the work of teaching, including: designing a course, facilitating classroom activities, trying out new pedagogical ideas, advising, writing student learning outcomes, evaluating programs. (Adapted from: The Society for Teaching and Learning in Higher Education)

Q: Are alternative funding opportunities available for the proposed projects?

A: Our intention is to build college-wide research capacity, so each application will be receive verbal feedback and an opportunity to follow up with the IDEAWORKS team. Even if you are not successful through ICF, we can explore other funding opportunities for your proposal.

Award Conditions

Q: Can the project extend past the March 31st, 2019 deadline?

A: Whatever budget and project scope is proposed should be completed by the deadline of March 31st, 2019.

Q: If the investigative component of the project is finished by March 31st, 2019, can data analysis occur after the deadline?

A: Yes, as long as there is no associated costs with the data analysis. All expenses must be put through by March 31st, 2019 and the final report deadline of April 30th, 2019 will not be adjusted.

Q: What is involved in the reporting?

A: All funded projects will receive reporting templates once their projects have begun. A mid-term report will be due on November 30, 2018 and a final report on April 30, 2019.

Research Ethics Board

Q: When is REB approval required?

A: REB approval is required for projects involving human subjects, to access IR, student records, and any human records. Their webpage takes you through this process here: <http://reb.mohawkcollege.ca/faq.php>.

Q: Where can I access the required TCPS2 CORE Tutorial for my REB application?

A: The tutorial can be accessed here: <http://www.ethics.gc.ca/eng/education/tutorial-didacticiel/>. This certification only needs to be completed once. Your REB certificate will need be shared with IDEAWORKS prior to the uploading of your budget.

Partnerships

Q: Are industry partners required?

A: Industry partners are encouraged, as the rubric evaluates the potential for partner engagement, but not necessary. If you are able to get industry collaboration support, you can include a letter of support from the industry partner in the application.

Student Engagement

Q: What is the required extent of student involvement?

A: Applied Research projects must involve students in the research process (i.e. hire co-op students as research assistants, for example). SoTL projects are encouraged, but not required, to involve students in the process.

Q: Is there a standard student rate?

A: There is not a standard number, as student involvement varies and a co-op student can cost up to \$10,000 for one full term. Determine how many hours per week you will need a student to be involved in your project, and discuss this cost with your operations manager.

Q: Does the studying of students constitute student engagement?

A: No, it does not. The goal of student engagement is to include the student in the activities related to research through data collection, review, analysis or other direct research activities.

Budgeting

Q: How does Bill 148 affect backfill budgeting?

A: Since Bill 148 does not come into effect until the summer, the general guideline will be to plan in anticipation of it. It is better to project more than less, as the majority of the budget will likely be release/backfill. It is important to note that this amount is NOT salary, but instead should be understood as the amount required to replace you during the time allocated to the project.

Q: How should the correct amount be determined for release/backfill?

A: The guideline that we typically use is \$7K for release/backfill, \$3K for student salary model, and \$2K for other areas of expenses. We recommend that you work alongside your Operations Management to determine the most accurate amount.

Q: Can backfill/release time be requested for writing an article or paper?

A: Yes!

Dissemination

Q: What are alternative formats of dissemination?

A: Each project is required to present an academic poster at the IDEAWORKS showcase, but additional forms of dissemination can also be explored. Seminars with colleagues, writing, and publishing opportunities can be included in the applications.

Q: To what extent will conference participation be funded?

A: Your application can mention conference presentations, but the ICF will not be funding conference attendance. However, some researchers are invited to speak at conferences where their expenses will be covered.