**CESI Student Community Engaged Scholarship Fund**

**Application for Support**

CESI practices and builds capacity for Community Engaged Scholarship (CES) activities within and beyond CSAHS. CES is understood as a form of collaborative scholarship which addresses community-identified needs, and generates publicly accessible outputs.

Through our Student CES Fund, we aim to support graduate student research, knowledge mobilization, and other scholarly activities that incorporate CES that are being conducted outside of regular assigned course work (e.g. independent studies, thesis, dissertation, etc. which the student has opted to carry out as CES). Application review will prioritize projects that integrate the principles of community engaged scholarship and community based research as practiced at CESI.

Please see our terms and definitions at http://www.cesinstitute.ca/resources for further information.

This form can be filled out by the student researcher alone or in consultation with the faculty member supervising their work. It must be signed by both parties.

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| --- | --- |
| **Name** |  |
| **Program** |  |
| **Research project title** |  |
| **Faculty Supervisor** |  |
| **Anticipated Start Date (of CE research requiring funding)** |  |
| **Anticipated End Date** |  |

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| **Project Description**  **(research goals, methodology, etc)** |  |

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| **Partner Name/s** |  |
| **Contact Information** |  |
| **Description of Community Partner Involvement and your relationship with the partner/s** |  |

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| --- | --- |
| **Expected Products and dissemination**  **(Academic and/or Community-Focused)** |  |

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| --- | --- |
| **Items for which you seek funding (eg honoraria, travel, use of space)\*** |  |
| **Total amount** |  |
| **Funds Requested**  Maximum of $500.00 per student per academic year |  |

**Student: I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, confirm the information above to be accurate.**

**Signature of Student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Faculty/Staff: I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, have reviewed the information submitted with this application and will work to support the student’s research in keeping with our program’s priorities and policies, and with consideration of principles of CES as supported at CESI.**

**Signature of Faculty/Staff Supervisor: ­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

\* Eligible costs of CE research include: honoraria or incentives for participants, travel costs to research sites, costs of space and catering for research activities, printing/copying of research and knowledge mobilization materials.

You **must submit itemized receipts** for all project costs in order to receive reimbursement. Please contact [cesi@uoguelph.ca](mailto:cesi@uoguelph.ca) with any questions about eligibility and reimbursement.

Please submit completed form attn: Elizabeth Jackson, Acting Director, Community Engaged Scholarship Institute at [cesi@uoguelph.ca](mailto:cesi@uoguelph.ca). Use the subject line “Graduate CES Fund Request.”

**Application Protocol**

Applications will be considered based on the criteria and priorities outlined above. Applicants who are shortlisted will be asked to carry out a brief meeting with CESI staff to discuss whether/how CESI can support the work (both through the fund, and with consultation on knowledge mobilization, research design, locations for carrying out focus groups, etc). Following this meeting a final decision will be made and the applicant will receive notice of the result. We make every effort to be timely in our decisions, and encourage applicants to plan ahead when designing research and making requests.