



McGill



INSTITUT DE RECHERCHE
SYLVAN ADAMS
EN SCIENCES DU SPORT

Sport Science Project Grant Guidelines

February 2024

Funding For Research in Elite Performance

Guidelines: Sports Science Project Grants

The mission of the [Sylvan Adams Sports Science Institute](#) (SASSI) is to advance elite human performance from the lab to the podium. Each year, SASSI offers an internal grant competition for our full and associate members to advance the knowledge of sport science in their respective research fields.

Funds available

We anticipate funding two grants of 35,000 CAD each. * exceptionally this year, we will consider offering supplements (maximum of 5,000 CAD) upon demonstration of the added-value of the additional budget request.

Award period

April 2024 to April 2025 (* deadline to disburse the funds)

Application deadline

March 1st, 2024, at 5pm EST

Anticipated date of decision

April 5th, 2024

Eligibility

Applicants

1. **Principal applicant:** Assistant, Associate or Full Professor with a full-time appointment at McGill University's Faculty of Education.
 - a **An applicant with previously allocated and unspent SASSI funds at the time of the application deadline will be deemed ineligible as principal applicant**
2. **Co-applicants:** Full-time University academic staff and post-doctoral student, fellow and staff. Co-applicants are expected to make a significant contribution to the intellectual direction of the research and play a significant role in the conduct of the research. Their CVs will be evaluated as part of the *Excellence of the Researcher(s)* criteria.
3. **Collaborators:** Non-academics (e.g. coaches), graduate students or research collaborators are expected to make significant input into the project.

Note: All funding is to remain in funds within the Faculty of Education.

Multiple applications

- Individuals can apply as principal applicant on only one application per calendar year.
- Individuals can apply as co-applicant on multiple applications per calendar year.

Evaluation criteria

Eligible projects will be evaluated according to the criteria below and assessed based on [NSERC's Discovery Grant Merit Indicators](#).

Excellence and relevance of the research team	20%
Merit of the proposal (including feasibility)	30%
Relevance of project to elite sport science	15%
Originality and potential impact	15%
Highly qualified personnel training plan	10%
Plan for knowledge transfer to end-users	10%

Use of Funds

The funds awarded under this program must abide by the following regulations:

- [Tri-Agency Guide on Financial Administration](#) (TAGFA)
- McGill University's *Reimbursement of Travel and Other Expenses Policy* (<https://www.mcgill.ca/financialservices/policies/reimburse>)
- McGill University's *Procedures for Travel and Other Reimbursable Expenses* (<https://www.mcgill.ca/financialservices/travel/procedures>).

In addition, the following expenses are ineligible:

1. Guest speaker fees;
2. Consultant fees;
3. Salary paid to academic staff named on the award, or who would be eligible to apply as principal applicant or co-applicant;
4. Salary paid to administrative staff;
5. Gifts/donations;
6. Hospitality expenditures.

Application submission instructions

Email the following documents **as one PDF document** to sports.science@mcgill.ca by the application deadline. All documents must be in Times New Roman, 12 point, single-spaced, with minimum 1" margins.

1. **Application form**
2. **Project Description** (maximum 4 pages, plus an unlimited number of reference pages), using the headings below:
 - A. Rationale, objectives and hypotheses
 - B. Methodology
 - Describe what will be accomplished with the one-year funds, including considerations for feasibility, potential pitfalls, and contingency plans.
 - C. Relevance to elite sport science
 - D. Originality and impact
 - State how the research is expected to deliver ground-breaking results.
 - E. Knowledge transfer plan
 - F. Highly qualified personnel training plan

3. **Description of Research Team** (maximum 1 page)
Identify the relevance of the applicant(s)'s track record towards sports science, and their most significant contributions to date in relation to sports science research. For team projects: describe the roles, responsibilities and contributions of all team members.
4. **Budget** (maximum 1 page), using the expense categories below, and presented on a calendar showing disbursement within 1 year:
 - A. Student salaries/stipends
 - B. Equipment
 - C. Materials and supplies
 - D. Travel
 - E. Other (describe)
5. **Budget justification** (maximum 1 page)
6. **Curriculum vitae** (no maximum) of all team members, including grants and publications

Evaluation process

1. Grants will be reviewed by a minimum of one external reviewers selected based on your recommendations.
2. An internal, multidisciplinary committee will review the applications and associated external review reports.
3. Funding decisions will be communicated to the Donor and will be confirmed shortly afterwards.

Reporting

A final report must be sent to OFFERING two months after the award period end date. The report (maximum 1 page) will detail the following:

1. Key research results;
2. Potential or achieved impact;
3. Knowledge transfer to athletes and coaches;
4. Abstracts, conference presentations, grant applications and publications resulting from the SSPG for the research team; and
5. Media coverage.

Recipients who fail to submit a final report will not be eligible for future funding under this initiative.

Contacts

Questions, applications, and requests can be sent to: sports.science@mcgill.ca

Principal applicant

Name	Current position

Project information

Title of project

Research summary (maximum 150 words)

Total budget requested: (maximum \$35,000 CAD)

Research team

List the names of your team members: **co-applicants** who will make a significant contribution to the intellectual direction of the research and play a significant role in the conduct of the research; and, **collaborators** who will make significant input into the project.

Name	Title	
Faculty, University/Organization	Role	
	Co-applicant	Collaborator
Name	Title	
Faculty, University/Organization	Role	
	Co-applicant	Collaborator
Name	Title	
Faculty, University/Organization	Role	
	Co-applicant	Collaborator
Name	Title	
Faculty, University/Organization	Role	
	Co-applicant	Collaborator
Name	Title	
Faculty, University/Organization	Role	
	Co-applicant	Collaborator

Suggested Reviewers

List three Canadian or foreign knowledge content expert reviewers whom we may ask to assess your proposal. Include a brief statement outlining your relationship and any [conflict of interest](#).

Suggested reviewer #1	
Full name	Title
Faculty, University/Organization	Email
Relationship statement / conflict of interest	
Suggested reviewer #2	
Full name	Title
Faculty, University/Organization	Email
Relationship statement / conflict of interest	
Suggested reviewer #3	
Full name	Title
Faculty, University/Organization	Email
Relationship statement / conflict of interest	

Attachments

- Project description
- Description of research team
- Budget
- Budget justification
- Abbreviated CVs for applicant and co-applicants

Signatures

All applications must be signed by the applicant and Department Chair. If the applicant is Chair, then the Associate Dean Research and Innovation's signature is required.

Signature of Principal Applicant **Date**

Signature of Department Chair **Date**