

Request for Research Time Stipend (RTS) in support of grant applications

The Dean of Arts' office will consider supporting requests for research time stipends according to the following schedule. Notwithstanding, the maximum Arts contribution will be \$25,000 per grant, awarded if the grant application is successful. Please note that combined research grants cannot have more than 3 RTSs per year provided by the Faculty of Arts.

Type of grant	Value of grant	Potential RTS contribution
1-year grant	n/a	none
Multi-year grant	≤ \$99,999	1, for Applicant
Multi-year grant	\$100,000 - \$249,999	2; could be shared between Applicant and Co-I
Multi-year grant	\$250,000 - \$499,999	3; could be shared between Applicant and Co-I
Multi-year grant	\$500,000 - \$999,999	1 RTS per year for Applicant 2 RTS for Co-I
Major collaborative research grant	≥ \$1,000,000	1 RTS per year for Applicant 1 RTS per year for one Co-I 2 RTSs total for the grant duration for each additional Co-I

Procedure for awarding RTSs in support of grant applications

- You can request research time stipends in support of a grant application, using this form. To ensure that we have time to evaluate your request, please make your request as soon as possible in the grant application process.
- If your request is granted, the Dean of Arts will provide a letter or email confirming the level of support for your grant application. The Dean of Arts' commitment is based on the schedule of RTS awards (above).
- After you have received your notice of award, and in order to access your RTSs, you will need to fill in a 'request for teaching remissions' form for planning purposes on a yearly basis. We will notify you when it is time to fill in this form, which will be done in conjunction with the departmental teaching plans.

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To request research time stipends in support of a multi-year grant application, please provide the following information:

1. Name of the granting agency.
2. Name of funding program.
3. Title of the proposal.
4. Amount requested from the granting agency (check one).
 - ≤ \$99,999
 - \$100,000 - \$249,999
 - \$250,000 - \$499,999
 - \$500,000 - \$999,999
 - ≥ \$1,000,000
5. Projected start and end dates of the grant.
6. Number of RTSs requested for Applicant in Arts. (See verso.)
7. Number of RTSs requested for Co-applicants in Arts. (See verso.)
8. Description of the project (one-page maximum).
9. Semester and year during which you plan to take each RTS, keeping in mind that teaching plans are submitted about one year ahead of time.
10. Documentation of Departmental (Head's) approval for release time.
11. Justification for your request (one-page maximum). Address the following points:
 - a) Relevance to Memorial's **new** Research Strategy and themes:
http://www.mun.ca/research/plan/Research_Strategy_Senate_endorsed.pdf.
 - b) The potential for graduate student training.
12. Suggestions for how to improve this application form. (Optional.)