



PUBLIC SCHOLARS INITIATIVE FELLOWSHIP APPLICATION INSTRUCTIONS - 2024-2025 COMPETITION

This document is a guideline to fill in the PSI Fellowship Application 2024-2025 form. The form is to be uploaded by the applicant to the Qualtrics link provided on the PSI Application website.

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Applicant Information

Provide information as requested.

Signature

Your signature certifies that you meet the following specific requirements:

- You accept the terms and conditions of the award as set out in UBC's Senate Regulations Governing University Awards (<http://www.calendar.ubc.ca/vancouver/index.cfm?tree=3,299,0,0>);
- You understand that the personal information you provide on this form is collected pursuant to section 26 of the Freedom of Information and Protection of Privacy Act (http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/96165_00). It will be used only for the purposes of processing and assessing your scholarship application in accordance with section 32 of the Act. If necessary, it will be disclosed in accordance with sections 32 to 36, as authorized by the Act;
- You agree to comply with UBC's Policy on Scholarly Integrity (<https://responsible.research.ubc.ca/about/scholarly-integrity-initiative/ubcs-scholarly-integrity-policy>);
- You certify that the information provided in your application is true, complete, accurate and consistent with institutional policies to the best of your knowledge. The provision of false or inaccurate information may result in sanctions, including termination of funding and disqualification from eligibility for future funding; and
- You acknowledge and accept that UBC reserves the right to follow up in order to validate the applicant information that is provided in the application.

Outline of Proposed Scholarly Work - Limited to 4000 characters with spaces

In *non-technical language*, provide a detailed description of the proposed scholarly work. Please note that some adjudicators will not be experts in your field. It is important to place your proposed work in the context of your *overall dissertation research*. Provide background information to position the proposed work within the context of the current knowledge in the field. State the objectives and hypothesis, and outline the theoretical and methodological approach to be taken (citing literature pertinent to the proposal). If applicable, include a summary of research to date and describe the role of the external collaborator.



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Relationship of Proposal to PSI Goals - Limited to 4000 characters with spaces

PSI seeks to encourage and enable a broadened conception of doctoral education, such that:

- students can contribute to the public good in diverse ways through rigorous scholarship;
- students gain experience in the environments and types of scholarship they may productively engage in post-graduation;
- students' work is evaluated as part of the degree, ensuring it is of the highest quality, and signaling that the university considers these diverse forms of scholarship worthy of recognition;
- non-academic partners appreciate first-hand the value of doctoral-level thinking and scholarship – contributing to enhanced career opportunities for students and enhanced public perception of the value of the doctorate.

Please address how your proposal relates to these goals, and explain what PSI support will enable you to do that you would not have been able to do otherwise.

Academic References used above

Please list here all the works cited in the two above sections.

Leaves of Absence/Special Circumstances Impacting Research

Describe any special considerations that have had an effect on your performance or productivity. Include any considerations that may have resulted in delays in disseminating your research results, such as health problems, family responsibilities, disabilities or other circumstances (for example, the time necessary to complete a monograph, file a patent, or commercialize an industrial process or product). Explain any gaps in the chronology of your experience. The selection committee will take these circumstances into consideration when evaluating your application.

Budget

List the amounts, if any, requested for each proposed use of funds. Provide a description of what the funds will be used for. For example:

Item	Description	Amount
Workshops	Two workshops, each \$300 for room rental, \$100 for food and \$100 for supplies	\$1,000
Research trip to Kathmandu	Including cost of return airfare, other transportation, accommodation and meals for three people for one week – please <i>detail these individually as necessary</i> .	\$8,500

Please do not request more than a total of \$10,000. If stipend support is requested, please include:

- Current funding, with source(s)
- Indication of other scholarship applications made since start of doctoral program
- Explanation of why current stipend support is unavailable or insufficient.



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External Collaborator(s)

If your project involves an external collaborator or more, please provide information as requested. You may list up to two external collaborators. A [letter of support](#) from your external collaborator(s) is not mandatory but if you have an external collaborator or more, it is encouraged; your application may include up to two letters from various collaborators – one from each maximum.

Attachments

In addition to the PSI Fellowship application form, you must submit the following materials:

Canadian Common CV

Applicants are required to complete the CCV from the Canadian Common CV Web site (<https://ccv-cvc.ca/indexresearcher-eng.frm>) as part of their PSI Fellowship application. Free-form CVs are not accepted.

Applicants to the PSI Fellowship competition must complete the **Vanier-Banting Academic CV** template of the CCV. Refer to the Completing the Common CV (http://vanier.gc.ca/en/completing_ccv.html) for details.

* Rather than attaching a copy of your CCV to a Vanier Scholarship application (as described in the instructions referenced above), PSI Fellowship applicants are to click “History” in the top menu bar when logged into the CCV website and select the .pdf version of their Vanier-Banting Academic CV.

The Vanier-Banting Academic CV template was designed to cover the breadth of applicants. Certain fields of entry in the template may not be applicable to your specific circumstances. In those instances, the sections should be left blank.

Letters of Support

The application must be accompanied by a letter of support and engagement from the applicant’s supervisor. The supervisor’s letter should address the applicant’s capability to engage in the proposed work and the supervisor’s approach to supporting the applicant’s goals relevant to the Public Scholars Initiative. The letter should also comment on the value of the proposal in the context of the overall dissertation work.

If the project involves an external collaborator, the application may also be accompanied by a letter of support from the external collaborator.

Both reference letters are **not to exceed two pages** each. **Letters of support are to be submitted by the letter writers independently on a separate link.** Please note that it is the applicant’s responsibility to make sure these letters are submitted in a timely manner. Recommendation letters must be signed by the person providing the reference. Electronic / digital signatures are acceptable.

Submission

Once the form is completed to your satisfaction, upload it as part of your application to the Qualtrics Link provided on the “I Want to Apply” section of the [Public Scholars Initiative website](#).