

## **Policy for FASS Retirees Research Fund**

The purpose of the FASS Retirees Research Fund is to provide support for retired faculty members from the Faculty of Arts and Social Sciences (FASS) to conduct research.

Retired FASS faculty members are eligible to apply for a maximum of \$5,000 once every 24 months.

Funding is for research activities only. Support to attend conferences, for example, will not be provided.

Applications may be submitted at any time to the Associate Dean, Research.

A brief report must be provided to the FASS Dean's office after the research is complete.

Recipients are expected to work with the FASS Communications Officer to share the results of their research.

### **The following will be applied in decisions regarding funding requests:**

1. Budgets in applications should be reasonable, reflect an efficient use of resources, and provide as much detail as possible. FASS is unlikely to provide support for meals or per diems.
2. Priority will be given to those retirees who have not yet received a FASS Retiree Grant. Retirees applying for a second (or third) Retiree Grant will be asked to wait until January of a fiscal year to submit their application, to ensure that there are funds available for Retirees submitting their first request for support.
3. Normally, FASS will not approve applications for a second (or third) Retiree Grant in support of a project that has already received the maximum amount of support from FASS.

**Please use the application form below. No additional materials may be submitted.**



**SECTION 1**

**First Name**

**Surname**

**Email**

**Former  
Department**

**Address**

**Street**

**City**

**Province/  
Territory**

**Postal  
Code**

1. Provide a description of the research in clear, jargon-free language in the space below. Justify the choice of topic and methodology/approach. You will be required to provide a detailed budget on page 3.



SECTION 2

- 3. Please provide a detailed budget below. You must indicate your eligible expenses, as well as evidence of support from other sources.

EXPENSES

Item Amount Description/Justification

Airfare (Total)

Ground Transportation

Accommodation (Total )

Other

Other

Subtotal: Expenses

SUPPORT FROM OTHER SOURCES

Item Amount Description/Justification

Other

Subtotal: Support from other sources

Total Requested from Dean's Office

Authorizing signature Signature indicates approval and acceptance of any special requirements described above.

Applicant \_\_\_\_\_ Date