UTSC Clusters of Scholarly Prominence Program (CSPP)

Revised: October 30, 2023

THE VISION

Game-

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- Course/teaching releases
- Computer/server systems

Any questions regarding the eligibility of a particular expense should be directed to Brice Rousseau, Research Partnerships & Business Development Officer, OVPRI (brice.rousseau@utoronto.ca).

DEADLINES

A mandatory Notice of Intent (NOI) is due February 15th each year. NOIs will be reviewed by the Vice-Principal Research & Innovation (VPRI) and the Associate Vice-Principal Research–Strategic Initiatives (AVPR–SI) to identify any overlap between proposals. In cases of overlap, relevant applicants will be contacted to discuss the possibility of collaborating on a single application. The NOI is also used by the OVPRI to identify appropriate reviewers of CSPP applications. **NOIs are not adjudicated**.

The annual deadline for the submission of full applications is March 31st.

If the deadline for either the NOI or full application falls on a weekend or public holiday, the submission deadline will be the next business day. Please email the NOI document (as a PDF, *Appendix 1*) and, in turn, a full application (as a PDF, *Appendix 2*), to the OVPRI via

c. has a direct or indirect financial interest in a funding opportunity or application being reviewed.

It is recognized that instances may arise in which the emergent or niche character of the area of research on which the proposal is based results in a relatively limited pool of suitably qualified potential reviewers. In such cases, it is acceptable for a Departmental colleague (either at the local or institutional level) of the applicant to serve as a reviewer, provided the applicant can offer a satisfactory exactt-3.9 (64.752]/.001 1uxT0 11uxT0 (v)13 (e)-1 (ITJ0 Tc 0 T9 (ie)-1 (w)6 (e)e (ie)-1 (w10 (

- Support or contribute to other

permissible following the approval/establishment of a cluster.

- All eligible expenditures must be incurred prior to the end of the award term, after which time any unspent funds will be returned to the OVPRI. With justification, a one-year, no-cost extension may be granted at the end of Year 3 at the discretion of the OVPRI.
- CSPP funding can be used as matching funds to support grant applications for other related projects, provided that the other funding being sought will support activities beyond that which can be provided by the CSPP funding alone, and the project associated with the other tph Td[It (r)14
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Appendix 1

NOTICE OF INTEREST (NOI)

UTSC Clusters of Scholarly Prominence Program (CSPP)

1. ADMINISTRATIVE CLUSTER LEAD'S CONTACT INFORMATION:	
First Name:	
Last Name:	
Title:	
Department:	
Telephone:	

Recommend up to three potential reviewers for your proposal (*keeping in mind conflict of interest rules*). Please also identify opposing reviewers who should not be contacted.

REVIEWER 1 TEL	
SURNAME:	GIVEN NAME:
INSTITUTION/CAMPUS:	FACULTY/DEPARTMENT:

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BUDGET

Clusters may request funding from $100,000 to $200,000 per year.

Instructions:

Use this budget form to align specific activities with cluster goals and proposed outcomes. Add additional rows as needed. Be sure to reference specific budget line item numbers in the justification text below. Review committees will carefully consider each budget item and may recommend funding only some budget items. *See program terms for eligible costs.*

The budget (and funding) does not have to be equal each year of the project, as long as expected spending each year is based on the research goals and methodology proposed and justified in the application. Proposed budgets should be realistic and justified, containing expenses related only to activities that will support the development and success of the cluster. While all direct research costs are eligible, they must be demonstrably connected to advancing the development of the cluster at the University of Toronto Scarborough. Applicants are encouraged to consider timing of student and other HQP hires, which typically happen in the Spring or Fall, and forecast the salary costs appropriately.

Cluster Administrative Lead:

Cluster Title:

Year 1 (rows can be added as needed)

#	Expense Category	Description	$ Requested
1	Expense Category		
2	Expense Category		
3	Expense Category		
4	Expense Category		
5	Expense Category		
6	Expense Category		
7	Expense Category		
8	Expense Category		
9	Expense Category		
10	Expense Category		
		Total $ requested:	

Expense Categories

- x Salaries and Stipends
- x Cluster-building Activities
- x Community and Stakeholder Engagement
- x Direct Research Costs
- x PD and Training
- x Equipment
- x Travel
- x Recruitment
- x Other

Y1 Budget Justification (1 page maximum):

Y2 Budget Justification (1 page maximum):

Y3 Budget Justification (1 page maximum)

Appendix 3

CLUSTERS OF SCHOLARLY PROMINENCE (CSPP) EVALUATION RUBRIC

EXCEPTIONAL	OUTSTANDING	STRONG	MODERATE	POOR
The application excels in most or all relevant aspects. Any short-comings are minimal SCORE: 4.5 – 5.0	The application excels in many relevant aspects, and reasonably addresses all others. Certain improvements are possible. SCORE: 4.0 – 4.4	The application excels in some relevant aspects, and reasonably addresses all others. Some improvements are necessary. SCORE: 3.5 – 3.9	The application broadly addresses relevant aspects. Major revisions are required. SCORE: 3.0 – 3.4 (*unfundable*)	Thc.76 6.0 188.4 12.24 refBT0 Tm[(T)10.1 (hhe)9 (a)ETEMC /Artifact <</MCID 2

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	Budget is clearly presented, realistic and well justified, and contains expenses related only to activities that will support the development and success of the cluster. Clearly described and detailed plan to utilize existing resources and/or facilities, and/or to share any newly created resources (e.g., management and operations staff; trainees; instruments; core facilities). Clearly described and feasible plan for applying for major external grants and other sources of support to sustain the cluster beyond CSPP funding.	Budget is clearly presented, realistic and justified, and contains expenses related only to activities that will support the