

Office of the Dean

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Memorandum

To: Full-time Faculty Members

Cc: David Cuff, Director, Strategic Research & Partnerships

From: Ravi de Costa, Associate Dean, Research & Graduate Studies

Date: December 16, 2020

Subject: Call of Self-Nominations: SSHRC Impact Awards 2021

The LA&PS Research Unit is inviting Self-Nominations for the [SSHRC Impact Award](#) competition, in the following four categories – **Gold Medal, Insight, Partnership** and **Connection**. Please follow the link above for detailed information on this award and the criteria for each of these four categories. This memo focuses on the Faculty of LA&PS Internal Process for SSHRC Impact Award nominations. For the Institutional Process, please also see the **memo from VPRI, SSHRC Impact Awards 2021**.

Nominees in the **Talent Category** will be selected by the Faculty of Graduate Studies. While we do not yet know what their selection process will be, faculty members are encouraged to contact Judy Tse in the Faculty of Graduate Studies (fgsro@yorku.ca). Talent candidates would include graduate students or postdoctoral fellows who hold prestigious SSHRC Fellowships (e.g. Banting, Vanier, CGS) and who have an outstanding track record compared to their peers.

SSHRC Impact Awards are designed to build on and sustain Canada's research-based knowledge culture in all research areas of the social sciences and humanities. SSHRC Impact Awards recognize outstanding researchers and celebrate their research achievements, research training, knowledge mobilization, and outreach activities **funded partially or entirely by SSHRC**.

The LA&PS Internal deadline for Self-Nominations is **4PM, Monday, January 18, 2021** (details below).

If you are interested in putting your name forward in one of the award categories, please contact **Ravi de Costa, Associate Dean, Research & Graduate Studies** (adres@yorku.ca) and/or **David Cuff, Director, Strategic Research & Partnerships** (dcuff@yorku.ca), as soon as possible.



For a list of recent and past awardees, please consult the following [SSHRC website](#).

LA&PS has an internal process for submission and selection of one (1) nominee in each Impact Award category:

STEP 1: By 4PM, Monday, January 18, 2021, applicants must electronically submit the following materials to the Director, Strategic Research & Partnerships (dcuff@yorku.ca), copying Ives Polking, Administrative Assistant, Research (ipolking@yorku.ca):

1. Attachment demonstrating the **rationale for supporting the nomination** (up to 3 pages). Please refer to the specific requirements of the category for which you are self-nominating (see [SSHRC Impact Award](#) website).

This section should be used to describe the program of work, research activities and achievements relevant to the Impact Award for which the candidate is being nominated, and organized as follows:

- the name, position and affiliation of the nominee (and any team members) and the award category for which they are being nominated;
 - a description of the SSHRC-funded research that forms the basis of the nomination, with relevant file numbers (this could include one or more legacy grants, such as Standard Research Grants or Community-University Research Alliance grants), summarizing the initiative's achievements, significance, challenges, impacts and outcomes;
 - a summary of the nominee's overall contribution to their field(s) of research;
 - the level of engagement with, and the quality and scope of training and mentoring provided to, students, emerging scholars and participants, and indication of the nominee's career level;
 - examples of success in widely sharing, and encouraging application of, resulting knowledge within and/or beyond the academic community;
 - evidence that outcomes resulted in significant and positive impacts, relative to discipline-specific norms, in Canada and/or internationally;
2. [SSHRC Web CV](#) (do not use the Canadian Common CV) of the nominee and team members (if applicable).
 3. Further **information supporting the nomination**. The length of this section is dependent on which Impact Award is being considered:

Gold Medal	Up to 6 pages covering span of nominee's career
Insight, Partnership & Connection Awards	Up to 3 pages

This section should provide further information supporting the nomination. Include, as appropriate, a detailed list of research contributions, outcomes and other activities mentioned in general terms in the nomination letter. When referring to

SSHRC-funded initiatives, cite all relevant SSHRC file numbers. Supporting information should be grouped into the following categories, as applicable:

- publications
 - conference presentations
 - graduate students supported or trained
 - creative outputs
 - awards and prizes
 - other research contributions
 - activities
 - outcomes
4. A list of the names for three (3) reference letter writers, who have agreed to support your nomination – note: these should be established authorities in your field and they cannot be:
- a. from the same institution as the nominee;
 - b. individuals who are or were involved in the project being put forward; or
 - c. perceived as being in a conflict of interest with the nomination. For guidance on what constitutes a potential conflict of interest, you are encouraged to consult the [Canada Research Chair guidelines](#).

Note: Letter Writers: If your nomination is selected by the Faculty to move forward (see Step 2 below), then the Dean's Office will contact your referees to request submission of letters. **It is essential that you contact potential letter writers in December 2020 to secure their willingness to support your file if selected as one of the successful LA&PS submissions, as the turnaround time once we request letters will be very tight.**

STEP 2: Self-Nomination application files (Step 1) received at the Dean's Office by January 18, 2021, 4PM, will be reviewed and applicants notified in late January 2021.

STEP 3: Letter writers for successful faculty nominees will be contacted in late January and provided with copies of the Impact Award internal submission documents. Applicants will also receive detailed feedback from the Dean's Office on how to strengthen their nomination.

STEP 4: Selected nominees will work with the LA&PS Research Unit to complete the nomination for submission to VPRI by March 1, 2021.

Note: VPRI Adjudication of Faculty Submissions: The VPRI Major Awards and Adjudication Committee (MAAC) will review all Faculty nominations and provide advice to the VPRI about which should be advanced to SSHRC. **York University may only submit one nomination per category.**

RECOMMENDATIONS FOR PREPARING COMPETITIVE PROPOSALS

All files

It is recommended that:

- each of the criteria in the call for nominations be addressed specifically;
- all files demonstrate a strong fit with the SSHRC mandate;

- nominees be at the Associate Professor level or above (Talent Award excepted);
- all files demonstrate tangible and measurable impact of the research described (for example, impact within a body of literature, within a field of study, within a sector of the Canadian public, within public policy, etc.);

Gold Medal Files

It is recommended that, specifically for Gold Medal nominations, files demonstrate:

- a 30-40 year career in the social sciences, humanities, and/or fine arts;
- an exceptional track record of publication and other scholarly outputs, as well as a broad scope of research activity;
- success in widely sharing and encouraging application of the knowledge that his or her research has produced in Canada and abroad;
- evidence that the outcomes of their research have had a significant and positive impact on Canadian society, including the nation's intellectual and cultural life;
- an international reputation for research (if appropriate).