Social Innovation and Mitacs Accelerate Call for Proposals:
Information and Intake Package

Social Innovation Research

Loyalist College is partnering with community not-for profits and municipalities on social innovation research projects to strengthen their impact on challenges related to poverty, health and wellbeing, quality education, and inequities, in alignment with the College's commitment to the United Nations Sustainable Development Goals. The applied research department is seeking to support social innovation projects that draw on interdisciplinary teams from across the College, imbue a health equity perspective, and recognize the interrelated nature of health determinants.

Through social innovation research, Loyalist College researchers and students will assist organizations with the challenges they are tackling such as housing and homelessness, food security, access to educational resources, health service coordination and more. Examples of research activities could include developing educational resources to train hospice volunteers on specialized programs, developing a new a model of housing for youth living in a justice facility, or conducting environmental scans of local sustainable food sources to inform decisions around food security programming.

Priority research activities within the realm of social innovation include:

- Assessing community partners' existing programs for effectiveness (helping partners measure their impact).
- Identifying equity gaps in existing services (unfair, avoidable, and remedial differences among clients) and best practices for increasing accessibility.
- Identifying community organizations that would benefit from interdisciplinary perspectives in their response to interrelated needs (e.g., social determinants of health).
- Designing and trialing new services/programs.
- Increasing shared knowledge and coordinated responses among organizations.

Mitacs

For over 20 years, Mitacs has assisted organizations in reaching their business goals, has funded cutting-edge innovation, and has created job opportunities for students and postdocs. We are passionate about developing the next generation of researchers who will work to fuel Canada's knowledge-based economy.

Mitacs Accelerate is a funding program that supports collaborative research projects between Canadian academics and partner organizations by co-funding paid opportunities for students working on the project. Mitacs projects must include active participation from a student(s), a supervisor at a Canadian College or University and a partner organization to be eligible for support.

The Opportunity

Loyalist College and Mitacs have partnered on this call for proposals to create opportunities for organizations to access research talent from Loyalist College to work on projects that align with the mission of social innovation research. Successful projects will gain access to funding to support a Loyalist College student to work on an applied research project.

This call for proposals is intended to support collaborations with organizations that are seeking solutions to immediate challenges for local community members related to poverty, health and wellbeing, quality education and reducing inequalities.

Projects selected through the call for proposals will have access to funding from Loyalist College to contribute to a [Mitacs Accelerate](#) project. The funding will help reduce barriers for partner organizations to participate in the Mitacs Accelerate Program and provide paid research opportunities to students.

Successful projects will be invited to submit a full research proposal to Mitacs. Funding from Mitacs and Loyalist College will be released upon the award of the Mitacs project.

Eligibility Criteria

Projects must align with the funding intention of Loyalist College and meet eligibility criteria for the Mitacs Accelerate Program. **Projects must identify all partners including student(s), supervisor(s) and partner organization(s) to submit an intake application for this call for proposals**. If you are a partner organization looking to be matched with a student researcher, please contact Kurstin Salisbury (ksalisbury@loyalistcollege.com).

Student

- Students cannot share unit funding- only one student may be named per unit application
- The student must be currently enrolled at Loyalist College
- To create opportunities for new student innovators, students named on a project cannot have previously held a Mitacs internship for social innovation research under this initiative
- The student must be eligible to participate in the [Mitacs Accelerate](#) Program
- The student should not be an existing employee of the partner organization named on the project as per Mitacs policy on [conflict of interest](#).

Supervisor

- Minimum of one Principal Investigator for the project must be a Loyalist College faculty or staff member

Partner Organization

- Projects should include a registered not for profit, charity or a municipality as a partner organization, consideration will be given to projects working with for-profit Small and Medium Size Enterprises on social innovation
- The partner organization must have a local impact for communities/members within Hastings, Lennox and Addington and/or Northumberland Counties
- The partner organization cannot be a post-secondary institution
- The partner organization cannot be a federal or provincial government agency
- The partner organization must be an active partner on the project—providing mentorship/onsite work experience to the intern.
- If the application is successful, the partner organization must commit to funding the partner contribution toward the student intern's stipend (see financial mechanics tab). This contribution will be invoiced in cash and cannot be in-kind support

Project

- Funded internships can be either 4 months or 8 months in length. The overall project or initiative may exceed the duration of the internship.
- Projects must be [applied research](#)
- The project must address the needs of the partner organization named in the proposal
- Projects must aim to address at least one of the following UN Sustainable Development Goals:
  - No poverty
  - Good health & wellbeing
  - Quality education
  - Reduced inequalities
- Projects should involve at least one of the following activities:
  - Assess programs for effectiveness/measure impact

- o   Identify equity gaps in existing services and/or best practices for increasing accessibility
- o   Design and/or trial new services or programs
- Projects that involve indigenous peoples should review [Mitacs Indigenous research policy](#)

Application Process

This call for proposals is the first step of a two-stage process.

Stage 1- Social Innovation and Mitacs Accelerate Call for Proposals

1. Assemble an eligible project and partnership.
2. Download the Social Innovation and Mitacs Accelerate Call for Proposals Student Internship Intake Form.
3. Complete and submit the Social Innovation Mitacs Intake Form via email to ksalisbury@loyalistcollege.com. A complete intake package includes:
   - Completed copy of the student internship intake form
   - Letter of support from the academic supervisor named in the intake form
   - Letter of support from the partner organization
   - Student applicant's CV
4. Your proposal will be reviewed for eligibility and fit with the intent of this funding call by applied research department staff (see Review Criteria).
5. The proposed project and participants will be reviewed by Mitacs for eligibility for the Accelerate program. Selected applicants will be invited to complete a full Mitacs Accelerate proposal (template will be shared). Note: Review for Stage 1 takes approximately 2 weeks.

Stage 2- Full application to Mitacs Accelerate

1. Successful projects from Stage 1 will be invited to submit a Mitacs Accelerate proposal with the additional funding contribution from Loyalist College included in the project budget.
2. Submission to Mitacs Accelerate follows the standard process for the program.
3. Full Accelerate proposals undergo a peer review process to ensure that all projects meet Mitacs Accelerate program criteria and follow best practices for research in their chosen discipline. This review process will take 8 weeks from the time of submission.
4. Applicants are notified of the results of the Mitacs review.
5. Partner is invoiced by Mitacs for their contribution. Payment must be paid before the project can start.
6. Project starts.

Deadlines

Please complete and submit your Social Innovation and Mitacs Accelerate Call for Proposals Student Internship Intake Form to correspond with timelines of your project. **Currently accepting applications for Spring/Summer 2024 semester**

Funding

Funding will be administered by the Loyalist College Applied Research and Innovation Office (ARIO). All project funding will flow to Loyalist College and be allocated to the intern stipend and direct cost of research associated with the project.

If a project is selected to receive funding as part of this call, Mitacs will invoice the partner organization named on the project for their contribution to the project (see table below). Mitacs will not release funding for the project until the Mitacs Accelerate project is approved and the invoice from the partner organization has been paid. If for some reason the project does not proceed, Mitacs will refund the partner organisation.

Projects will provide up to $15,000 for each 4 months of a project. The named student on the successful research proposal will receive a $10,000 stipend and up to $5,000 in expenses related to the direct costs of research. Any

unallocated research costs during the four-month term of the project will be used to increase the intern stipend for the project.

Project administration and eligible expenses will follow the Mitacs Accelerate program model with the contribution structure outlined below. The total funding available and contribution structure will be dependent on the length of the project. Projects may apply for funding for 4 months or 8 months:

Funding Model- 4 Month Project

Project funders	Financial contribution (cash)
Mitacs	$7,500
Loyalist College	$3,750
Project partner(s) — charity, NFP organization or municipality named in the proposal	$3,750*
TOTAL PROJECT VALUE	**$15,000**
Project expenditures	
Eligible intern stipend	Minimum $10,000
Direct costs of research	Maximum $5,000**
TOTAL PROJECT EXPENSES	**$15,000**

*The project partner will be responsible for covering the cost of GST/HST ($3,750+GST/HST)

**Unallocated research costs will be allocated to increase the eligible student intern stipend for the project

Funding Model- 8 Month Project

Project funders	Financial contribution (cash)
Mitacs	$15,000
Loyalist College	$7,500
Project partner(s) — charity, NFP organization or municipality named in the proposal	$7,500*
TOTAL PROJECT VALUE	**$30,000**
Project expenditures	
Eligible intern stipend	Minimum $20,000
Direct costs of research	Maximum $10,000**
TOTAL PROJECT EXPENSES	**$30,000**

*The project partner will be responsible for covering the cost of GST/HST ($7,500+GST/HST)

**Unallocated research costs will be allocated to increase the eligible student intern stipend for the project

Social Innovation and Mitacs Accelerate Call for Proposals Review Criteria

This call for proposals is a competitive process and funding is limited. In addition to the project and team eligibility criteria, student internship intake forms will be reviewed by Loyalist College staff through a competitive process.

Projects will be assessed and ranked using the following criteria:

- Alignment with the strategic goals of social innovation
- Potential impact on community and health equity
- Degree of student involvement in meaningful learning and work experience
- Embedded principles of Equity, Diversity, and Inclusion
- Opportunity for interdisciplinary collaboration
- Incorporation of ideas and/or practices centred around sustainability

At the Mitacs Accelerate application stage (Stage 2), proposals are evaluated though a non-competitive peer review process following program adjudication criteria.

Contact Information

To confirm eligibility, inquire or submit a proposal application please reach out to Kurstin Salisbury, Research Coordinator, via email.

Kurstin Salisbury
Operations Manager, Centre for Healthy Communities
Applied Research & Innovation Office, Loyalist College
ksalisbury@loyalistcollege.com

For questions about Mitacs programs and eligibility, contact:

Kristin Spong
Regional Director
Mitacs
kspong@mitacs.ca

<h1 style="text-align:center">Social Innovation and Mitacs Accelerate Call for Proposals</h1>
<h2 style="text-align:center">Student Internship Intake Form</h2>

Student Internship Open Call – 2024

Submit your intake application via email to ksalisbury@loyalistcollege.com. Your application must include:

- A completed copy of this intake form- the responses to this form should be developed in collaboration with the supervisor and the partner organization named on the application
- A letter of support from your academic supervisor AND partner organization
- The student applicant's CV

Before you begin, ensure you have reviewed the eligibility criteria for this call for proposals including:

☐ Project is applied research

☐ Project is minimum 4 months in length

☐ The project addresses at least 1 of the following UN Sustainable Development Goals: no poverty, good health and wellbeing, quality education, reduced inequalities

☐ The student is currently enrolled at Loyalist College

☐ The student +18 years of age

☐ The student has not previously held a Mitacs internship with social innovation on this call

☐ The supervisor for this project is a Loyalist College faculty or staff member

☐ Partner organization is a registered not for profit or municipality that impacts community members living in Hastings, Lennox and Addington and/or Northumberland Counties

☐ Partner organization understands that, if this intake form is selected, they will be required to provide a cash contribution of $3750 or $7500 dependent on project duration.

Project Title:	
Faculty/Staff Supervisor:	
Supervisor Email:	
Partner Organization:	
Partner Organization Contact:	
Organization Contact Email:	
Partner Organization Business #:	

Name of Student:	
Program:	
Expected Graduation Date:	
Email:	

Conflict of Interest

Does the applicant (student) have any current or previous relationships, ownership, influence, or positions with the partner organization?

☐ Yes ☐ No

If yes, please describe the nature of this relationship:

Proposed Research Project

1. **What is the objective/research question to be addressed with this research project? (Max. 150 words)**

2. **What issues/challenges are being addressed? What is the rationale for completing this project? How does this link to the partner organization's need? (Max. 200 words)**

3. **Which Sustainable Development Goals does your project address? Check all that apply:**
   - ☐ No poverty
   - ☐ Good health & wellbeing
   - ☐ Quality education
   - ☐ Reduced inequalities
   - ☐ Other (please specify):

4. **Which of the following activities does your project include? Check all that apply:**
   - ☐ Assess programs for effectiveness/measure impact
   - ☐ Identify equity gaps in existing services and/or best practices for increasing accessibility
   - ☐ Design and/or trial new services or programs
   - ☐ Other:_____

5. **What is the planned methodology for this project? What research processes to do you propose? What work will be done to address the research challenge from Question 1? (Max. 200 words)**

6. **What are the anticipated milestones and deliverables for this research project? (ex. development of a survey, a report to the partner organization, a new assessment tool etc.) (Max. 150 words)**

7. **What is the projected timeline for this project?**
    ☐ 4 months
    ☐ 8 months

8. **Explain briefly how the results of this project may help to address poverty, health and wellbeing, quality education and/or reducing inequalities. (Max 200 words)**

9. **How will this internship opportunity benefit the student? (Max. 150 words)**

10. **Are any other sources of student funding support held by the applicant? (ex. Work Integrated Learning, Experiential Learning, other internships etc.)**
    ☐ Yes   ☐ No

    If yes, please identify: