**FINANCIAL GUIDELINES**

**April 2023**

**1. Eligibility**

1.1 Recipients must be a Ph.D. student, postdoctoral fellow, or early career researcher (within 3 years of their Ph.D.) at a University, in Canada.

1.2 The Applicant must abide by the terms and conditions of these guidelines.

**2. General Principles and Conditions of the adjudication process**

2.1 It is the IICJI’s practice to consider only one application from any applicant during any given competition.

2.2 Consideration will be given to all applicants, but funding will be provided based on the scholarly merit of individual applications, the relevance of the applicant’s research interests to the IICJI’s mandate, and – in the case of Ph.D. students and postdoctoral fellows – on the strength of the letter of support.

2.3 Proposals should be clear, justify the use of all monies requested, and provide all information requested on the application form.

2.4 Funds may be used only for the project and purposes described in the application, subject to any special conditions in the Letter of Award.

2.5 Students must also abide by the policies and regulations operative in their home university.

2.6 Funds may not be used to provide salary or honoraria for recipients.

2.7 Funds will be transferred to academic supervisors of Ph.D. students and postdoctoral fellow recipients in the form of a grant account and to early career scholars themselves. The recipient’s university will be responsible for submitting a financial report for audit purposes by March 31, 2024.

2.8 The term of the Studentship is eight months (July 1, 2023 – February 28, 2024), and no extensions will be granted. It is expected that funds will be exhausted by the end date.

2.9 In accorsdance with SSHRC guidelines the funds may not be used to cover indirect costs (ICR)

**3. Termination**

3.1 An award may be terminated if conditions are not observed. Unspent funds must be returned to IICJI if the award is terminated.

**4. Travel**

4.1 Funds may be used for travel related to field work, but may not be used for other kinds of travel (i.e. conference travel).

**5. Reports**

5.1 Each recipient must complete at least one publishable journal article in an appropriate journal, which must be submitted to IICJI by December 31st, 2024. Each applicant must also submit a one-page summary written in plain language addressing the following four areas: Research Question, Importance, Research Findings, and Implications for Policy and Practice

5.2 Financial reports must be submitted to the UofA Project Manager by March 31, 2024.

**6. Finance Contact**

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