



## SENATE RESEARCH COMMITTEE

### Visiting Scholar Fund

#### Guidelines and Procedures

The Senate Research Committee recommends financial support for proposals that will enhance research capacity, facilitate external grant applications, and increase the scholarly productivity of Lakehead University faculty members. In general, the Committee considers requests for funding to support visiting scholars from eligible faculty on the basis of merit, need, and the availability of funds. In instances where all allocated funds for a given competition date are not used, the funds will be retained within the same category for the next competition.

**Applicants should be aware that the Senate Research Committee operates under Senate-approved guidelines. All funding for internal research competitions is limited and designated for specific uses. Due to the volume of applications received for most funding opportunities, the Senate Research Committee does not provide applicants with comments or justification for its decisions. All decisions are made internally through a peer review process and all decisions are final.**

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#### **Deadline:**

Applications must be submitted no later than 11:59 p.m. on January 20 of each year. Should this date fall over a weekend, applications will be due the following business day. Late applications will not be accepted. Normally, applicants will be advised of the Committee's decision within eight weeks.

#### **Application Process:**

Requests for visiting scholar funds must be made through the Romeo Research Portal. To access the portal, log into myInfo and select "Romeo Research Portal" under the web utilities icon.

#### **Eligibility:**

Preference for funding is given to tenured and tenure-track faculty members of Lakehead University. Eligible faculty may apply for funding to invite **recognized scholars and/or research professionals** to Lakehead University for a limited time to interact with

interested faculty members and give special lectures open to the University community. The research interest and expertise of the visiting scholar must support the research interests of more than one faculty member of the sponsoring academic unit(s).

**Value of Award:**

Financial support from the Senate Research Committee will not exceed half the costs of bringing in one visiting scholar to a maximum of \$1,000.

Applicants may request that a member of the Senate Research Committee not be involved in the review of their application due to a conflict of interest. Conflicts of interest may be declared as part of the application in the Romeo Research Portal, and identified individuals will be removed from the review of the candidate's application.