UBC Okanagan Campus
Internal Grants Program Terms

MANAGEMENT UNDERGRADUATE RESEARCH AWARD

Faculty of Management
Phone: (250) 807-9462

Application Deadline	Results Expected
February 25 at 4:00 PM	March 1

Management Undergraduate Research Award Details

Purpose: The Management Undergraduate Research Award (MURA) program supports undergraduate student research in order to provide exceptional learning experiences for undergraduate students at UBC Okanagan enrolled in the Faculty of Management through engagement in research.

The MURA program sponsors awards for students engaged in summer research projects. Selection of winning proposals is based on the merit, strength, and feasibility of the proposed research project as well as the abilities and quality of the student and the capacity and involvement of the supervisor.

Students are required to attend monthly meetings during the 16-week period to meet with other URA recipients and faculty across campus to discuss their research projects. Absences from meetings are permitted if necessary for the project (e.g. field work, extended travel), but arrangements should be made with the IURA coordinator and/or faculty supervisor before the project begins in May. Students are strongly encouraged to attend presentation practice sessions throughout August. All URA/IURA students will present their research findings at a public symposium in September following the project.

Value:
The Faculty of Management has one award available in 2024. Each award will consist of:
1) a $10,000 stipend for a 16-week period during the summer session; and
2) up to $1,500 to cover expenses associated with the research project (eg. materials, supplies)

Adjudication: Grant applications will be reviewed and assessed by the FoM Dean and Senior Associate Dean. It is expected that the competition results will be announced by March 1.

Eligibility:
- Must be an undergraduate student currently enrolled full time as a third or fourth year student at UBC Okanagan
- Must be a Canadian citizen, permanent resident, or international student with a valid study permit for the full summer work term
- Must be returning to full time studies in the fall
- Must be located in Canada for the duration of the project and available to work full-time for the summer
- Must not be taking courses or have additional employment that detracts from full-time engagement in the project

- Must be available to participate in URA meetings and presentations, including the final symposium. This is a full-time commitment.
- Must be legally entitled to work in Canada

Non Eligible:
- Students receiving work stipends through summer research assistantships or other awards are not eligible to hold a Management Undergraduate Research Award.
- Students enrolled in summer classes
- Previous recipients of an Undergraduate International Research Award through this program.
- Students who are living outside Canada for the duration of the award term

How to Obtain an Award

There are two possible ways to get started:
1. Identify and design your own research project and present it for consideration to a professor.
2. Approach a professor involved in research that is of interest to you and work with them to develop a mutually beneficial project.

How to Apply

Application Procedure: Students wishing to apply must be associated with a UBC Okanagan faculty member. This faculty member must agree to be your primary supervisor. If more than one faculty member is involved in the supervision of the project, the name(s) of the collaborating faculty member(s) must be included in the application.

Interdisciplinary proposals are strongly encouraged and will receive preference in rankings. **Only one application per student per MURA competition will be accepted.** Only complete applications will be reviewed; applications must be accompanied by the appropriate signatures and transcripts. Students may receive only one URA award while attending UBC Okanagan. Faculty who are named as supervisors on more than one application must provide a priority list of their applications.

1. The student should complete only the student sections of the Management Undergraduate Research Award Application Form and then submit it to the primary supervisor of the proposed research project.
2. To ensure confidentiality, the primary supervisor should complete his/her sections of the application, obtain the appropriate unit/department/faculty signatures, and then submit directly to Nikki Zwaagstra, Special Projects Coordinator. The **supervisor** submits the original copy of the Application and Internal Grants Checklist before 4:00 pm on the deadline day.

Transcripts: Transcripts from all post-secondary institutions must be submitted. Unofficial transcripts are acceptable for courses taken at UBC Okanagan.

Application Submission

When the application is complete, submit the original copy of the application (including the required attachments) to Nikki Zwaagstra. The application must be received by 4:00 pm on the deadline day.

Nikki Zwaagstra, Special Projects Administrator EME 4145
nikki.zwaagstra@ubc.ca

PLEASE NOTE: Supplementary documentation will not be accepted after the application has been submitted, **unless requested. Late applications will NOT be accepted.**

Additional Information

Evaluation Criteria: The following criteria will be considered:

A. **Quality of proposed research:**
- Originality and innovation
- Merit of research and potential impact on the field
- Strength of research design and overall feasibility of proposed research
- Clarity, presentation and logic of proposal

B. **Researcher's abilities, qualifications and potential for growth:**
- Personal initiative and working autonomy
- Ability to think critically and analytically
- Ability to apply skills and knowledge
- Determination and ability to complete projects in timely fashion
- Communication skills
- Past academic achievement
- Relevant academic training and experience
- Other relevant experiences and accomplishments
- Current GPA

C. **Supervisor's capacity to support research and involvement in the project**

Non-eligible expenses: include conference attendance and equipment already available through the department (eg. computer hardware and software.) If you require computer equipment not already available, quotes from UBC IT Services must be included in your application.

Grant Administration:
- Individuals PG's (Project Grant Accounts) will be established for each grant-holder in their faculty supervisor's name.
- Expenditures against this PG will be processed through the supervisor's Faculty/Unit office. Expense claims must be submitted to your supervisor prior to the end of the award term.
- No extensions of the award will be permitted.
- Unused funds from the expense portion of the award will be returned to the source PG at the end of the award term.
- The stipend portion of the award includes a WCB deduction of 8%.

Please inform the Faculty of Management immediately if you decide to decline this award, or if circumstances have changed such that it is no longer required; failure to do so may affect future Internal Research Grant applications.

Research Ethics: Grant recipients must have approval from the appropriate research ethics board (if required) within six weeks of award notification.

Reporting: All awardees must submit an MURA Final Report to the **Faculty of Management** no later than six weeks following the completion of the funding. Faculty supervisors must sign off on the report. The report template will be provided to you with your notice of award, if successful.

Social Insurance Number: A Social Insurance Number (SIN) is required to be employed in Canada. For details on how to obtain a SIN, please visit this website – http://www.servicecanada.gc.ca/eng/sc/sin/index.shtml