



Chilliwack Social Research & Planning Council
c/o University of the Fraser Valley
45190 Caen Avenue,
Chilliwack, BC V2R 0N3
info@csrpc.ca

Request for Research Support Application

The Chilliwack Social Research and Planning Council is a non-profit society that conducts, communicates and disseminates high quality research on priority social issues to assist community partners in their development of programs and policies to improve the lives of Chilliwack residents. Research undertaken by the Chilliwack Social Research and Planning Council, in collaboration with community partners, is evidence-based, and designed and carried out to the highest standards to ensure valid, reliable data, which is essential for the design of effective and impactful social programs.

If you have a research topic and are interested in seeking support from the Council in conducting your research, please complete and return this form to the Council at info@csrpc.ca or contact the Council at info@csrpc.ca to schedule a meeting to discuss your idea in advance of submitting the form. The project must constitute new research that meets criteria established by the Council and will lead to changes in plans, programs or policies to support social planning and development in Chilliwack.

SECTION 1: Applicant Information

Contact Person:	
Position:	
Organization:	
Phone:	
Email:	

SECTION 2: Project Summary

Project Title:

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Project Timeline:

Proposed Start Date: Proposed End Date:

Project Summary (300 words max)

Provide a brief summary of the research you propose to undertake. Identify the groups involved, the need for this research, and who will benefit from the findings.

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Background/Context/Significance

Provide a brief statement explaining the context and significance of the proposed research. Does it support strategic goals identified by the community? (eg. CYC, CHC, or another multi-sectoral partnership in Chilliwack). Describe what you plan to do, what critical issue(s) it will address, and what new knowledge it will contribute to the community and to a broader understanding of the key issues.

Lead Agency and Community Support

List all confirmed partners (people and organizations) who will directly participate in the proposed project, and the levels of funding they intend to dedicate to this initiative. Letters of support from partners or the community should be submitted with this application if possible.

Research Methodology

Please provide details on the proposed research approach and methodology. Provide enough detail for the committee to determine the feasibility of the proposed research. Eg. timeline of activities, how many participants you plan to work with? how you will recruit participants? how will data be collected and analyzed? how will ethics requirements be addressed?

Impacts

Describe how the research will be used to support program or policy development. Describe and quantify who will benefit from the research. Will client groups be involved in the research (as participants or collaborators)?

Communications

Describe how the CSRPC will be acknowledged as a partner on this project, and how outcomes will be measured, and how knowledge created will be shared with stakeholders within the community, and outside of the community if applicable.

*NOTE: CSRPC reserves the right to review and approve all dissemination/communication of results associated with Council-funded research.

Project Budget

	Expense Type	Cost
1	Personnel Costs/Salary	
2	Materials	
3	Equipment	
4	Travel	
5	Hospitality	
Total Project Costs		\$
Funds from other sources		\$
Total funds requested from CSRPC		\$

*Priority will be given to projects that are supported by partner funding

Budget Justification

Provide details of the costs included in each expense type listed above, and provide explanation/justification of those costs.

(Example: 1. Personnel Costs: 2 students hired (\$18 per hour x 160 hours x 2) to support data collection and analysis.)

Additional Information

Provide any additional details that might be relevant to the committee.