**NOMINATION DEADLINE: FEBRUARY 15th annually**

***(Complete nomination packages should be submitted electronically to*** [***research@tru.ca***](mailto:research@tru.ca) ***)***

**Terms of Reference**: This award recognizes excellence in research, scholarly activity or the production of creative works over a sustained period of time that represents a significant contribution to the field of inquiry. Award winners will have a record of consistent dissemination of results, successfully competed for external funds, and shared their enthusiasm for new knowledge creation through the supervision of students, development of new courses, programs, or teaching innovations, collaborations with other faculty members at TRU, and/or community engagement.

**Award**: $2,500 research grant to be used according to tri-council guidelines and a plaque. TRU may offer up to two awards per year, but is not obligated to offer the award.

**Eligibility**:

* Nominees are full time faculty members who have worked at TRU for at least five continuous years, and
* Have not received the award within the last 5 years
* The nominee cannot have received the award more than two times.

**Nomination Process**:

* Nominations may be submitted by students, faculty, staff, or administrators.
* Applicants cannot nominate themselves

**Nominees should provide:**

1. A statement of the achievements highlighting one or more of the following areas:

* New knowledge creation
* Novel solutions to practical problems
* Creativity, originality and impact of creative works
* Impact of knowledge transfer
* The significance, benefit or impact of the nominee’s achievement
* The role of the nominee in advancing the field of inquiry
* Training of highly qualified people
* Other significant contributions

2. The nominee’s current curriculum vitae that should include employment information, grants held, awards and honours, the five most significant contributions of the nominee, the works that exemplify those contributions, contribution to training highly qualified people, publications (refereed journal articles, refereed books, refereed conference proceedings, other), organizations, affiliations, offices held, innovations to teaching, and any other relevant information to depict the significant contributions of the nominee. Authorship of articles should be listed in the order they appear on the publication.

3. The names and contact information for 3 referees. Referees must meet the following criteria:

a. At least two of the referees must be external to TRU,

b. Authorities in the field,

c. Have not been the nominee's collaborators within the last three years,

d. Do not have a personal relationship with the nominee.

**Criteria for evaluation include:**

* Quality and impact of contributions to research, scholarly activity, or creative works
* Dissemination of knowledge through refereed journals, conference proceedings, books and monographs, and other forms of dissemination appropriate to the field of inquiry
* Record of external funding
* Contribution to the training of highly qualified people
* Research capacity building within TRU, and research collaborations
* Membership on committees that influence the direction of the field or professional research

**Evaluation Committee**

The Evaluation Committee shall comprise:

* Vice-President, Office of the VP, Research
* Chair of the Research Committee of Senate
* Three members of the Research Committee who are not associated with the research of the applicants, and are not in a conflict.

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