



**Graduate Representative Council Initiative (GRCI) Award
Terms of Reference
2020 - 2021 Academic Year**

Intake Period: January 18 – February 1, 2021
Intake Deadline: **Monday, February 1, 2021 4:00 PM MT**

Submit applications [online](#)

Applications and/ or letters of reference received outside of the intake period will **NOT** be evaluated. Late applications will **NOT** be evaluated. Incomplete applications will **NOT** be evaluated. It is the sole responsibility of the applicant to ensure completeness of the application package.

This document and the application form are available on the GSA's [website](#). Questions regarding this application should be directed to the GSA Awards Committee Chair or Vice Chairs at awards.gsa@ucalgary.ca.

This information is collected following the standards set by the Personal Information and Privacy Act (PIPA). It is required to determine your eligibility for the award and maybe used for research and statistical analysis. If you have any questions about the collection or use of this information, please contact the Awards Committee Chair at awards.gsa@ucalgary.ca.

Purpose

This award was established by the Graduate Representative Council (GRC) and funded by the Graduate Students' Association (GSA) of the University of Calgary (UCalgary) in recognition of graduate students who have demonstrated initiative in improving the UCalgary graduate student experience. This award is not meant to fund an initiative, but rather to recognize individuals who have created an initiative which benefits the UCalgary graduate community.

Value

\$500 CDN award for individual applicants.

\$1,000 CDN award for group applicants (to be divided among the group members).

Eligibility

To be eligible for this award:

- Applicant(s) must be an Active Member of the GSA as defined by Section 4, sub-section 4.2 of the [GSA Bylaws](#) during the 2020/2021 academic year; and
 - GSA Committee Chairs who completed an initiative under the purview of their role as a committee chair are not eligible.
- The initiative may be complete or ongoing but must have been undertaken during the 2020/2021 academic year. Applicants may only receive this award once for the same initiative.

- However, for initiatives that repeat (e.g., yearly conferences), each year is considered as a different event.
 - Examples of initiatives include (but are not limited to) conferences, symposia, workshops (both academic and non-academic), student journals, wellness seminars, social activities, and community building.

Dispersal of Award

This award is available to individual graduate students or groups of graduate students. Individual graduate students will be awarded \$500 CDN. For group applications, the award will total \$1,000 CDN, and is intended to be divided according to each group member's level of contribution. Undergraduate students may be a part of the group, but are not eligible to receive the monetary award.

Documents Required

Individual and group applicants **MUST** submit the following documents as a single PDF file:

1. A **complete application form**, and;
2. A **(one) reference letter** (maximum of **one** page) from someone who is in a position to evaluate the impact of the initiative.

Submission Requirements

1. Completed applications **MUST** be submitted [online](#) during the Intake Period;
2. Applications **MUST** be a **single PDF file**;
3. Applications **MUST** be written and signed in English;
4. Applications **MUST** be submitted with a UCalgary email address; and
5. Incomplete applications or applications received after the intake deadline will **NOT** be considered.

Selection Criteria

This award will be adjudicated on the following criteria:

- Positive and broad impact on the graduate experience at the UCalgary;
- Multidisciplinary nature of the initiative; and
- Originality of initiative.

Additional Regulations

1. Personal information details are anonymized by GSA Staff;
2. The Graduate Representative Council Initiative Awards are evaluated by the Awards Committee under the supervision of the GSA VP Academic;
3. The GSA will not be responsible for any tax liability incurred from awarding funds;
4. Questions about the application process must be directed to the GSA Awards Committee Chair or Vice Chairs at awards.gsa@ucalgary.ca.
 - a. The GSA Awards Committee aims to respond to all emails in a timely manner but cannot guarantee a response within the 72-hour window prior to the Intake Deadline.