# PhD Funding for Methods Schools

**Purpose:**

Funding to attend external methods schools is intended to enable PhD students to gain methods training beyond what is offered by UBC’s Department of Political Science, other UBC departments, or other local institutions covered by the Western Dean’s Agreement (e.g., SFU). This should be training that students and their supervisors regard as vital for their doctoral research. Supplemental methods training might include, for example, attendance at the [ICPSR](https://www.icpsr.umich.edu/web/pages/) (quantitative methods) summer school at the University of Michigan or the [Institute for Qualitative and Multi-Method Research](https://www.maxwell.syr.edu/research/center-for-qualitative-and-multi-method-inquiry/institute-for-qualitative-multi-method-research) at Syracuse University.

All grants will be subject to availability of funds within the Departmental budget. Because university budgeting rules do not allow the Department to carry over significant funds from one year to the next, we are unable to commit to a given level of funding in advance.

PhD student supplemental funding will thus vary from year to year as the Department’s annual budgetary situation changes. Moreover, allocations across conference, methods-training, and research funding may vary with the number and quality of applications received each year.

# Eligibility and Selection Criteria

Doctoral students who have entered candidacy (i.e. completed courses and exams and defended their prospectus) and who have a demonstrable need for additional methods training beyond what is offered to them at UBC (through political science courses or through other departments) may be eligible for funding **to attend a methods school to supplement their UBC methods training,** subject to available funds. Departmental funding is generally limited to one methods summer school opportunity per student.

Students who wish to attend more than one summer school should look for external funding sources, including scholarships offered by methods institutes.

In order to use our available resources as efficiently as possible, students applying for methods-school funding should:

* Have taken all available quantitative methods courses that are taught in-house (including POLI 574 when it is offered) and before they attend a quantitative methods summer school.
* Exhaust all relevant offerings by the Economics, Sociology, Anthropology, Geography, or other UBC Departments and by SFU’s Political Science Department.
* Be planning to receive training that is *not* offered at UBC.

Below are the maximum amounts you can ask the department for reimbursement for your methods school expenses.

**The Institute for Qualitative and Multi-Method Research (IQMR)**

|  |  |
| --- | --- |
| Item | Maximum Amount Coverage |
| IQMR registration cost and accommodation (shared accommodation) | Cost covered directly by the department |
| IQMR per diem | Max $760 CAD (lunch and dinner) breakfast provided by IQMR (10 days) |
| Flight to Syracuse | Max $1,000 CAD |

Please note that IQMR lodging for 10 days is shared accommodation. UBC Political Science is committed to building a more accessible environment and in accordance with the Accessible British Columbia Act, if you require special accommodation please contact the Graduate Program Coordinator at [poli.gpc@ubc.ca](mailto:poli.gpc@ubc.ca)

**Inter-university Consortium for Political and Social Research (ICPSR)**

|  |  |
| --- | --- |
| Item | Maximum Amount Coverage |
| ICPSR registration cost | One week session ($2,600 USD) or  Two week session ($3,800 USD) |
| IQMR per diem | Max $700 CAD (one-week session) or $1,400 (two-week session) |
| Lodging | Max $1,000 CAD (One-week session) or Max $2,000 (Two-week session) |
| Flight to Ann-Arbor Michigan | Max $900 CAD |

# Other Procedures

Within 1 month of their return from a methods school, students must compete a brief report on how the training received contributed to their skill set and research. This report should be sent to the graduate program assistant (poli.grad@ubc.ca) and to the student’s supervisor.

**Note:** We strongly encourage students to explore opportunities for online or remote methods training, conference participation, and fieldwork or data-gathering. Because of COVID-19 pandemic and associated UBC, provincial, and federal travel restrictions, students may not be able to travel to conferences or methods institutes or for research purposes in the coming months. For any approved funding applications the release of funding for travel and accommodation purposes will be conditional on a relaxation of all relevant restrictions. Also, we will not be able reimburse the non-refunded portion of any cancelled travel or accommodation. Thus, students should not make any non-refundable travel or accommodation bookings unless they are willing to bear the non-refunded costs themselves or have secured travel insurance that will cover pandemic-related cancellation risks.

# Application process

Please complete the methods application form below by the designated deadline. Only complete applications will be considered.

**Methods Application Form**

|  |  |
| --- | --- |
| **Your name (First and Last)** |  |
| **Student number** |  |
| **Supervisor** |  |
| **Methods School you like to attend** |  |
| **Dates** |  |
| **Location** |  |
| **Will your supervisor be able to cover some of the costs associated with your methods school?** | Yes/No. If yes, please indicate the amount your supervisor will be able to cover. |

**Proposed Costs**

Please provide the estimated costs you are applying for the following items. Please itemize amounts in Canadian dollars:

|  |  |
| --- | --- |
| Accommodation: |  |
| Flight: |  |
| Meals: |  |
| Other: |  |
| TOTAL applying for: |  |

Please include the following documents with your application:

1. A one-paragraph explanation of how precisely the methods to be acquired at this methods school are required for completion of the dissertation. This justification will receive careful scrutiny as we have limited funds to dispense and need to be sure that we are spending them in the most productive way possible.
2. A short statement from their supervisor indicating an endorsement of the student’s justification. (Thus, you must send your justification to your supervisor to review.)
3. A list of all graduate methods courses taken at UBC to date.