Matrix Scholarship Program Guidelines

All parties involved with the Matrix scholarship program must comply with the University of Victoria Research Ethics Policies, including human subjects research guidelines, and other research integrity policies at UVic.

Intern responsibilities

- Submit a final report and exit survey to Matrix at the end of the project.

Supervisor responsibilities

- Adhere to institutional policies for visiting researchers and students.
- Provide ongoing direction and research support to the student prior to and during the research project.
- Ensure the student has appropriate lab and/or office space and resources during the research project.
- Submit an exit survey and sign the final report prepared by the student.
- Assume fiduciary responsibility for the Matrix grant.

Adjudication

The Matrix Scholarship Award is competitive, with limited awards available. All applications will undergo a review by the Matrix executive team. Proposing PIs will select one student per proposal, and the submitted proposals will be adjudicated based on the following criteria, in no particular order:

- Priority is given to recipients with no previous Matrix funding.
- Quality of the research proposal.
- One internship is prioritized for a UVic student pursuing a degree within the Master of Applied Data Science (MADS) program.
- Relevance to Matrix objectives and areas, defined here.
- Fit with UVic's Aspiration 2030 research strategy, and Equity Action Plan.
- Expected benefit to Matrix and UVic.

Once applications are reviewed, award notifications are expected to be issued in May 2023 and will provide the outcome of the review process and outline next steps.

Funding

- Projects must begin by the start date indicated in the application.
- Approved recipients will receive funds (via FAST) to support the student stipend.
- 100% of Matrix funding must be spent on the student stipend.
- Funding is based on a project duration of 1 UVic term (i.e., 4 months).

Conditions
• The student should dedicate full-time working hours during the tenure of the scholarship.

Deliverables

The following deliverables must be submitted to Matrix no later than one month after the project concludes:

• A final report that summarizes the project: the intern is responsible for drafting the final report and securing approval and signatures from the participating supervisor.
• Exit survey from the student
• Exit survey from the host academic supervisor

Intellectual property

• Matrix does not claim any ownership of intellectual property developed through research projects and scholarships that are funded.
• All other IP questions are subject to the rules of UVic’s IP framework.

(v 6/23/23)