

# Research Scholarships

## Guidelines and Application



Up to **\$10,000** available for students in Manitoba conducting research on **alcohol, gambling, cannabis or horse racing.**



## OVERVIEW

The Liquor, Gaming and Cannabis Authority of Manitoba (LGCA) regulates liquor, gaming, cannabis and horse racing within the province. To support the development of research capacity in these fields, the LGCA offers a scholarship for eligible students conducting alcohol, gambling, cannabis or horse racing research at any post-secondary institution in Manitoba.

## MISSION

The LGCA serves the public interest by regulating liquor, gaming, cannabis, and horse racing industries in a respectful, impartial, and balanced manner. In addition to our broad regulatory responsibilities and activities, the LGCA provides information and advice to government about liquor, gaming, cannabis, and horse racing, and supports initiatives or programs to encourage the responsible consumption of liquor or cannabis, and responsible participation in gaming and horse racing. We are committed to conducting and supporting high-quality, innovative research linked to our policy, regulatory and public education mandate to continually improve policies, services, and programs.

## OBJECTIVE

The objective of the LGCA scholarship is to support students conducting alcohol, gambling, cannabis, or horse racing research, with the broad purpose of linking research to inform policy, regulatory practice and/or public education in these subject areas.

As the purpose of the scholarship is to support the production of high-quality research advancing the knowledge base of these areas, eligible projects may range in analysis and scope, as long as the project aligns with the LGCA's broader regulatory mandate.

## VALUE AND DURATION<sup>1</sup>

PROFESSIONAL PROGRAM STUDENTS	\$1,000 for one year
MASTER'S STUDENTS	\$5,000 for one year
DOCTORAL STUDENTS	\$10,000 for one year

Scholarships are intended to support students during the time they are conducting their research. They are not research grants and are not to be used to fund administrative or operational costs of research projects.

## ELIGIBILITY

Applicants must be registered in a full-time professional, masters, or doctoral program with a significant research focus at a recognized Manitoba post-secondary institution to be eligible to apply for the LGCA research scholarship<sup>2</sup>. Applicants may be from any discipline, provided that their research is substantively related to the broad regulatory mandate of the LGCA. The research project must be innovative but may consist of secondary analysis of existing literature and research related to liquor, gambling, cannabis, or horse racing.

Eligible projects typically include a thesis or dissertation; however, other projects may be eligible. Students are encouraged to contact the Senior Research Analyst at [research@LGCamb.ca](mailto:research@LGCamb.ca) if they have any questions related to eligibility.

Scholarships are not available to students conducting research in areas that fall outside of the LGCA's regulatory mandate (e.g., treatment of alcohol or cannabis dependence or problem gambling).

Scholarships are available to Canadian and international students; however, successful applicants must remain residents of Manitoba throughout the tenure of their scholarships.

It is the responsibility of the applicant to clearly demonstrate how their research proposal aligns with the LGCA's policy, regulatory, or public education mandate in their proposal.

<sup>1</sup> Available funding is dependent on the year and the number of applications received. Program allocations are subject to change based on LGCA's budget and applications received.

<sup>2</sup> Eligible programs typically involve research training that includes completing course work in research methods and/or statistics appropriate for the discipline or field of study; acquiring knowledge and experience sufficient to assess and interpret research and scholarship in the field; and demonstrating the ability to conduct original research by the completion of a thesis or dissertation.

## SCHEDULE

The LGCA accepts and reviews applications once in November of each calendar year.

Applicants are encouraged to submit their application online to [research@LGCAMB.ca](mailto:research@LGCAMB.ca). Applicants may also mail or courier their application to:

**Senior Research Analyst**  
**Liquor, Gaming and Cannabis Authority of Manitoba**  
**1055 Milt Stegall Drive**  
**Winnipeg, MB R3G 0Z6**

The LGCA will confirm receipt of applications by email.

Full applications must be received by **4:00 p.m. Central Time on November 30** (“submission deadline”).

Successful applicants will be notified of the evaluation committee’s decision within four weeks following the submission deadline. Successful applicants will have two weeks following this notice to formally accept the scholarship in writing.

Students apply to receive funding that starts in the winter term of the academic year. 50% of the funding will be disbursed following the winter term withdrawal deadline at the student’s post-secondary institution. The balance will be disbursed immediately following the next term’s withdrawal deadline. Funds will be issued directly by the LGCA in the form of a cheque.

## SUBMITTING AN APPLICATION

The following documents are required for an application to be considered:

- completed LGCA scholarship application form
- research proposal
- copy of the applicant’s current curriculum vitae
- copies of all transcripts (an official copy is not necessary)
  - If doctoral-level, only graduate transcripts are required.
- academic reference letters (one from the applicant’s faculty supervisor)
- a 250-word plain language summary of research that directly highlights the policy, regulatory, or public education relevance of their findings

See “Attachments” on page 5 for details.

## APPLICATION REVIEW

Applications are assessed by an evaluation committee that may include external reviewers. The evaluation committee will assess the degree to which a given application meets the evaluation criteria. The evaluation committee’s decisions are final and may not be appealed by applicants. Unsuccessful applicants are welcome to contact the LGCA for feedback regarding their applications.

Applications will be evaluated using the following criteria and corresponding weights:

- **Academic excellence (25%):** As demonstrated through transcripts, curriculum vitae, and academic reference letters.
- **Research potential (25%):** This includes an applicant’s communications skills, analytical and critical thinking skills, and ability to conduct innovative research and analysis, as demonstrated through the research proposal, curriculum vitae and academic reference letters.
- **Nature of the proposed research (50%):** This includes the quality and originality of the proposed research, the overall fit of the research with the LGCA’s mandate and the potential contribution to knowledge in the alcohol, gambling or cannabis research fields, as demonstrated through the 250-word research summary, and academic reference letters.

Applications will be assessed according to the level of study in which the student is enrolled

## DELIVERABLES

Successful applicants are expected to share their findings with the broader academic community, either through a presentation at an academic conference and/or by producing a paper for publication.

Recipients of the LGCA scholarship are also required to submit a final copy of their thesis or dissertation to the organization.

Theses, dissertations and papers produced as a result of the research must include the following disclaimer, “*This research was supported by a scholarship from the Liquor, Gaming and Cannabis Authority of Manitoba; however, the findings and conclusions of this paper are those solely of the author(s) and do not necessarily represent the views of the Liquor, Gaming and Cannabis Authority of Manitoba.*”

## **FOR FURTHER INFORMATION**

Contact the LGCA's Senior Research Analyst at  
204-927-5300, Manitoba only toll-free 1-800-782-0363,  
or by email at [research@LGCamb.ca](mailto:research@LGCamb.ca).

## APPLICATION

### PERSONAL INFORMATION

LAST NAME: \_\_\_\_\_ FIRST NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_ APARTMENT/UNIT NUMBER: \_\_\_\_\_

CITY: \_\_\_\_\_ PROVINCE: \_\_\_\_\_ POSTAL CODE: \_\_\_\_\_

DAYTIME TELEPHONE: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

CITIZENSHIP:  CANADIAN CITIZEN  PERMANENT RESIDENT  STUDENT VISA

### EDUCATION

POST-SECONDARY INSTITUTION: \_\_\_\_\_

DEPARTMENT AND/OR FACULTY: \_\_\_\_\_

PROGRAM:  MA  MSc  PhD  OTHER: \_\_\_\_\_

FACULTY SUPERVISOR'S NAME: \_\_\_\_\_

FACULTY SUPERVISOR'S POSITION: \_\_\_\_\_

WHEN DID YOU BEGIN YOUR PROGRAM: \_\_\_\_\_ WHEN DO YOU EXPECT TO COMPLETE YOUR PROGRAM: \_\_\_\_\_  
YYYY/MM YYYY/MM

RESEARCH PROJECT TITLE: \_\_\_\_\_

### ACADEMIC REFEREES

Name the two individuals who will be submitting academic reference letters on your behalf. Your faculty supervisor must provide one of the references.

1. NAME: \_\_\_\_\_ POSITION: \_\_\_\_\_

POST-SECONDARY INSTITUTION: \_\_\_\_\_

DAYTIME TELEPHONE: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

2. NAME: \_\_\_\_\_ POSITION: \_\_\_\_\_

POST-SECONDARY INSTITUTION: \_\_\_\_\_

DAYTIME TELEPHONE: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

## ATTACHMENTS

All attachments must be submitted to the LGCA by the November 30, 4:00 p.m. Central Time deadline.

Incomplete applications will not be considered.

## RESEARCH PROPOSAL

Attach a detailed research proposal that includes the following:

- a description of your proposed research
- why you are pursuing this research
- how your research will contribute to increasing knowledge related to alcohol, gambling, cannabis, and/or horse racing
- what stage you are at in your research progress
- any approvals you have/need (e.g., ethics approval, proposal defense, etc.)

Your research proposal must not exceed two letter-sized pages. References may be included on an additional page.

Applicants are also required to submit a 250-word, plain-language summary of their research that describes how it directly aligns with the policy, regulatory, or public education relevance of their findings. This is separate and not included in the two-page limit, but it must be submitted with the proposal package.

## CURRICULUM VITAE

Attach your curriculum vitae that includes the following information where applicable:

- educational background
- relevant work history
- any academic awards/funding sources
- a list of any publications, including the name of the journal in which they were published
- a list of any conference presentations and the name and city of the conference at which you presented
- any relevant volunteering or committee involvement

Your curriculum vitae must not exceed two letter-sized pages.

## TRANSCRIPTS

Photocopies, unofficial web copies, and certified copies are accepted. Any hard copy transcripts from issuing post-secondary institutions must be received by the LGCA no later than 4:00 pm Central Time on the submission deadline.

Students enrolled in professional or masters programs must submit all levels of transcripts or courses completed to date. Doctoral students may submit only their graduate level transcripts.<sup>1</sup>

## TWO ACADEMIC REFERENCE LETTERS

Applicants must submit two academic reference letters, with one from the applicant's faculty supervisor. Both reference letters must speak to the applicant's academic performance and research potential to conduct the proposed research.

Referees may email their reference letters directly to [research@LGCAMB.ca](mailto:research@LGCAMB.ca). Physical copies must be received in a sealed envelope with the referee's signature across the seal.

<sup>1</sup> If required, LGCA reserves the right to request original, certified copies from the post-secondary institution.

## DECLARATION

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I have read and understand the guidelines for the LGCA scholarship and declare that:

- a. I accept the general conditions governing the scholarship, as set out in the guidelines;
- b. All information provided in this application is true and complete;
- c. I authorize the LGCA to use the information collected to assess my suitability to receive a scholarship;
- d. I authorize the LGCA to contact my references for additional information, if necessary; and,
- e. If I receive a scholarship, I authorize the LGCA to publicly release my name, post-secondary institution, program of study, research project title and the amount of scholarship awarded.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

## PRIVACY NOTICE

The Liquor, Gaming and Cannabis Authority of Manitoba (LGCA) is collecting your personal information for the purposes of assessing your suitability to receive a scholarship. Your personal information will only be used by the LGCA to process your application. If successful, your name, post-secondary institution, program of study, research project title and the amount of scholarship awarded will be made public and posted at [LGCAMB.ca](http://LGCAMB.ca).

If you are selected to receive a scholarship, the LGCA will follow up with you to collect your social insurance number (SIN) and address. Your SIN and address will be provided to the Manitoba Department of Finance, a third-party outside the LGCA. The Manitoba Department of Finance is responsible for issuing the scholarship cheques. As scholarships are considered income, your SIN and address are required for the Manitoba Department of Finance to issue you a T4A tax slip.

Your personal information is protected by The Freedom of Information and Protection of Privacy Act. The LGCA cannot use or disclose your personal information for other purposes, unless you consent or the LGCA is authorized to do so by The Freedom of Information and Protection of Privacy Act.

If you have any questions or concerns about the LGCA's collection of your personal information, please contact the LGCA's Freedom of Information and Privacy Protection Coordinator at [FIPPAcoordinator@LGCAMB.ca](mailto:FIPPAcoordinator@LGCAMB.ca), or 204-927-5300 or 1-800-782-0363 (Manitoba only toll-free phone).

Available in alternate formats, upon request.