Hôtel-Dieu Grace Healthcare and University of Windsor

Partners in Research (PiR) Seed Grant Program

The Academic Research Committee (ARC), a partnership between the University of Windsor (UofW) and Hôtel-Dieu Grace Healthcare (HDGH) has established an annual funding program to invest in collaborative patient-centered research that is aligned with HDGH's programs and services and UofW's research priorities.

Purpose

The Partners in Research (PiR) Seed Grants program will provide funding to foster collaborative research teams from the sponsoring organizations. The intent is to:

1. provide teams made up of staff or physicians from HDGH and faculty and students from UofW with support to pursue high quality research that is aligned with our shared programs and services, vision, mission, and values
2. encourage long term collaborations that build on different backgrounds; and
3. attract research dollars from other sources to continue the collaborative research.

Only proposals which clearly describe a collaboration between HDGH and UofW will be considered for funding. Grants are intended to provide seed funding to help generate new data, develop collaborations between HDGH and UofW and lead to the attraction of new funding from other sources. Proposals must describe a clear plan for conducting knowledge transfer and continuing the research effort at the end of the PiR grant period, including plans for applying for ongoing funding.

Eligibility

Two co-applicants are required to lead each project: one from UofW and one from HDGH.

Principle Applicant from UofW:

The principle applicant from the UofW must hold an M.D. or Ph.D. and have a formal appointment at the UofW. The program is available to all full-time Faculty members and Librarians who hold a:

- • Tenured/Continuing appointment

- • Tenure-track/Continuing appointment

- • Limited Term appointment

Ancillary Academic Staff are also eligible to apply.

The term of appointment for all applicants, who hold either a renewable or term appointment must cover the time frame associated with the proposed research.

Principle Applicant from HDGH:

The Lead applicant from HDGH must be a part-time or full time staff member or physician at HDGH who is approved to apply and provide dedicated time to the project by their immediate supervisor.

Location of Project:

The research activity is expected to primarily be performed at HDGH. If another location is proposed, justification must be provided.

Restrictions:

- Applicants can only submit one PiR application as a PI and only one additional application as a co-investigator. Applicants who do not submit an application as a PI can participate as a Co-Investigator on a maximum of two PiR applications.
- Projects will only be eligible for funding once.
- Projects should not be contingent on obtaining additional funds from other sources (in addition to PiR).

Note: It is expected that any presentations or published materials generated as a direct result of this funded research will acknowledge this award.

Funding

Each year, two (2) seed grants of $10,000 will be awarded and used for approved research-related expenditures. This grant is intended to support research, personnel, and supporting infrastructure (e.g., participant honorarium and travel costs, consultation, measurements) that is conducted through a partnership between UofW faculty/students and HDGH staff/physicians.

There is no obligation to dispense funds if applications do not meet the requirements set by the terms of the award. All awards are subject to the availability of funds.

Types of costs funded:

Direct personnel costs: salaries of new or existing staff/physician or student positions funded specifically to carry out the project

Direct non-personnel costs: services specifically related to conducting the research project, workshops, meetings, supplies and materials related to research, travel costs and/or honorarium for research participation directly related to the project (to a maximum of $1000).

Funding exclusions include:

- Faculty or Clinician salary
- Tuition support
- Computers, hardware/software for regular use
- Office equipment
- Equipment maintenance costs
- Page or reprint costs of articles in scholarly journals

Management of Funds: Funds will be administered through a research account established through the Research Office at HDGH or the Office of Research and Innovation Services at the UofW. Any unexpended funds at the end of the award period must be returned.

Application Deadline	**February 28th, 2019 at 5:00 pm** *Submit the application with required signatures in a single PDF file to research@hdgh.org*
Award Notification	**March 18th, 2019 at 5:00 pm** *Leads of the successful applications will be notified via email*
Award Timeline	**April 1, 2019 to March 31, 2020**
Reporting	A final report must be submitted by **May 31st, 2020.** *Awardees may also be asked to meet with the ARC to provide a brief interim progress report.*

Criteria for Review of Applications

The following types of projects will be given priority:
• Projects aligned with the shared research priorities of HDGH and UofW
• Those who have not received a prior funding
• Projects which include support of UofW Graduate Students

Scoring Rubric:

Collaborative Team	• Does the research project involve a new or enhance an existing collaboration between HDGH and UofW? • Is the role of each team member, including students, clearly explained? • Are team members qualified and well suited to meet the goals of the research project?
Problem Description	• Are the goals and objectives of the project clearly described? • Is the project aligned with HDGH's and UofW's programs and services, vision, mission, and values? • Does the project address an important need, gap or barrier in the field?
Project Design and Plan	• Is the research proposal evidence-based, using proven research tools and/or techniques? • Can the project realistically meet its timelines and deliverables?
Budget	• Is the budget detailed and aligned with program goals? • Is the budget fully justified and complete?
Future Collaboration and Funding Prospects	• Is there demonstrated commitment and a plan for continuing the collaboration between UofW and HDGH researchers once the PiR project is complete? • Is there a clear plan for attracting new research dollars from external sources to continue the work?

Knowledge Translation	• Are knowledge transfer activities planned within both partner agencies (HDGH and UofW) as well as externally? • Are proposed knowledge transfer activities well explained and appropriate?

Questions: Any questions should be directed to Marla Jackson in the HDGH Research Office, marla.jackson@hdgh.org or 519-257-5111 x 76945