



**Health Sciences Centre
Foundation**

**HEALTH SCIENCES CENTRE FOUNDATION
GENERAL OPERATING GRANT
UPDATES, KEY DATES, FUNDING PRIORITIES 2010-2011**

Funding is for research or researchers at HSC. First priority will be given to proposals for research completed exclusively at HSC or JBRC 7 and/or 8. The applicant must clearly describe where each phase of the project will take place (subject recruitment, lab, data analysis, evaluation, etc).



NEW FOR 2010: Applicants must submit a Letter of Intent. If you do not submit a Letter of Intent your application WILL NOT be reviewed.

Eligible applicants must possess a departmental position within the Health Sciences Centre or a University of Manitoba medical faculties' appointment.

Key Dates:

Deadline for Letter of Intent: Monday, January 25, 2010

Deadline for Applications: Thursday, March 11, 2010



NEW FOR 2010: Electronic copy is mandatory
(Signatures required on hard copies only)

Also, twelve (12) hard copies of each application must be submitted to:

Health Sciences Centre Foundation
MS107-820 Sherbrook Street
Winnipeg, MB R3A 1R9
Attention: Grants Officer
Telephone: (204) 787-8685
Fax: (204) 787-2804
Toll-Free: 1-800-679-8493
E-mail: dhildebrandt@hsc.mb.ca

Funding Priorities:

- Research which evaluates health outcomes
- Research which evaluates patient care service delivery
- Research which evaluates health care management approaches
- Research which evaluates technology
- Research which supports promising new investigators (less than five years from first academic appointment)
- Funding is also available for research projects which address physical or mental handicaps in children

HEALTH SCIENCES CENTRE FOUNDATION GENERAL OPERATING GRANT GUIDELINES & TERMS

1. The mission of the Health Sciences Centre Foundation is to promote health care excellence by funding medical research and clinical projects to the benefit of the diverse communities served by the Health Sciences Centre.

The Foundation (HSCF) provides operating grants to support **clinical or basic research projects** in the field of health care that will promote high quality patient care for the people of Manitoba at the Health Sciences Centre and elsewhere in the Province.

The funding is for research or researchers at HSC. First priority will be given to proposals for research completed exclusively at HSC or JBRC 7 &/or 8. The applicant must clearly describe where each phase of the project will take place (subject recruitment, lab, data analysis, evaluation, etc).

Proposals will be ranked further based on the degree to which they support the Health Sciences Centre's health care priorities. All applications must demonstrate strong scientific merit.

Applicants **must submit a letter of intent** to determine their eligibility. An invitation to submit a formal application will be extended for suitable proposals.

Foundation participation in funding for individual projects will not normally exceed \$35,000. These grants may be used in attracting partnership funding from other sources.

Eligible applicants must possess a departmental position within the Health Sciences Centre or a University of Manitoba medical faculties' appointment.

Grants are designed for support of health research (which may include research personnel, equipment and other normal direct costs). Operating grants are not personnel support for post-graduate or post-doctoral trainees. Individuals requiring Graduate Studentships should apply to the appropriate personnel awards organization. The Foundation does not support multi-year projects, nor conference or seminar attendance or costs as part of operating grants funding. Application forms and information about deadlines can be obtained from the HSCF.

2. Grants are provided for one year only, from September 1 to August 31 of the following calendar year. Grant funds are disbursed twice during this term in 50% instalments, on the last business day in October and March. Funding for a second year or a second project may be requested, but will be subject to successful review of a second grant application, which must include a progress report for the first year or the first project, as appropriate.
3. **ACCEPTANCE of a grant or award indicates agreement by the applicant and the institution which employs him/her to the general conditions as outlined in these Guidelines.**
4. **In signing the application, the Applicant, the Department Head, and the Director of Research or their designate guarantee that, where applicable, the guidelines of the Canadian Council on Animal Care ("Care of Experimental Animals - A Guide for Canada" 315-350 Albert Street, Ottawa, K1R 1B1, www.ccac.ca) will be followed; the CIHR guidelines for handling recombinant DNA molecules and animal viruses and cells will be adhered to and if the project involves human and/or animal experimentation and/or tissues, it will not proceed unless approved by the appropriate University of Manitoba human and/or animal ethics committee/s.**

5. All research to be undertaken at the Health Sciences Centre must have the written support of that institution's Director of Research, or their designate.
6. Applications will be reviewed by the Health Sciences Centre Foundation's General Operating Grants Committee who will request input from internal/external reviewers. The Committee will make recommendations to the HSCF Grants & Allocations Committee.
7. All applicants must submit three names of potential external reviewers including names, addresses, phone, fax, numbers, e-mail addresses. All three should be outside of the University of Manitoba and Health Sciences Centre.
8. All applicants will be advised whether or not their project has been accepted. The institutions concerned will also be informed.
9. Announcements of the grants will be widely advertised throughout the Health Sciences Centre, the University of Manitoba, and other appropriate institutions in Manitoba.

Terms of a Grant:

1. Individuals paid from the HSCF grants are not employees or agents of the HSCF.
2. Grants are for a one-year term. Unexpended funds will be reabsorbed into the general or directed fund of the HSCF on the expiry date of the grant.
3. Any commitment incurred by a grantee in excess of allocated grant funds is not the responsibility of the HSCF.
4. Before funds are released to individual accounts, all documentation (ethics approval, HSC impact approval and account numbers must be received by HSCF.
5. Any publications arising out of the investigations supported by the HSCF grants must acknowledge the assistance of the HSCF.
6. Grants are awarded in support of research at the specified institution. If a grantee transfers from one institution to another, the allocated grant terminates at the former with the agreement of the Health Sciences Centre Foundation.
7. Any grant provided by HSCF and administered through the HSC must adhere to the HSC Specific Account policy and procedure.
8. At the close of the grant year, each grantee is required to submit to HSCF a final statement of expenditures, signed by the grantee and one of their account co-signatories. Expenditures must reflect the submitted budget.
9. A report on the project must also be submitted to the HSCF at the close of the grant year. The report should summarize the findings in lay terms useful for public relations purposes.
10. The HSCF reserves the right to terminate the grant at its sole discretion.
11. Equipment purchased will become the property of the Health Sciences Centre.

Letters of Intent:

Applicants must submit a Letter of Intent. Letters of Intent should be no more than three pages and should include:

- Title of Project
- Name of Institution(s) where the project is to take place
- Summary of Proposed Research in layperson's terms
- Research Objectives
- Hypothesis
- Background
- Methodology
- Significance of research to patient care in Manitoba
- How the proposal relates to the Foundation's funding priorities

Also attach:

- Full CV of Primary Investigator
- Condensed CV of Co-Investigators (5 pages or less)

If a Letter of Intent has not been received, the Foundation will refuse to consider a grant proposal. Incomplete applications may be rejected outright.

Revised December 2009