



Faculty of Nursing Research Endowment Grant

Award Description & Application Instructions

ELIGIBILITY

The nominated principal applicant must hold a full-time tenured or tenure-track appointment in the Faculty of Nursing. In the event of several fundable research grants, preference will be given to applicants without access to Professorship or Chair funds.

FUNDING CATEGORIES

1. New Research Project

- Maximum of **\$15,000** per grant
- Grants are awarded for a **two-year term**

2. Completion of Research in Progress

- Maximum of **\$5,000** per grant
- Grants are awarded for a **one-year term**
- Will be considered only if Endowment funds allow, and at the discretion of the committee

FUNDING NOTES

- Several research grants may be awarded.
- Funding priority will be given to interdisciplinary research.
- Early-Release of Funds (ERF) is possible for a maximum of 6 months for non-participant related costs to begin the planning and pre-implementation phase of a project.

FUNDING RESTRICTIONS

- Computers, mobile devices, equipment, or software: must be fully justified and specifically approved in the notification of award.
- Peer-reviewed publication: up to \$2,000 may be requested for this purpose.
- Professional development or dissertation work: not allowed.
- Conference expenses: not allowed.
- University of Calgary policies and guidelines must be adhered to in regard to [expenses](#).

SUBMISSION INSTRUCTIONS

Please email the complete application as a **single PDF** to the Senior Research Advisor in the Faculty of Nursing Research Office by **Noon** on the date specified in the call for applications.

REVIEW PROCESS

Applications will be reviewed by an ad hoc sub-committee of the FoN Research, Scholarship and Awards Committee; one reviewer may be external to the Faculty of Nursing. Committee terms of reference are available on the Faculty of Nursing SharePoint site.

AWARD CONDITIONS

- Ethics certification must be obtained from the UCalgary Conjoint Health Research Ethics Board (CHREB) or the Health Research Ethics Board of Alberta Cancer Committee (HREBA.CC) prior to commencing research activities involving:
 - human participants; or
 - data collection of human biological materials or personal (health) information.
- No-cost extensions will not be granted without a written explanation of extenuating circumstances for consideration by the Committee Chair and Faculty of Nursing Dean.
 - Written requests for no-cost extensions must be submitted to the Committee Chair at least 90 days prior to the expiry of the grant.
- All unspent funds or ineligible expenses shall be returned or reimbursed to the Faculty of Nursing at the end of the grant term.
- Grant recipients must abide by all University [policies](#) and procedures including, but not limited to, intellectual property, integrity in scholarly activity, employment of family/relatives, ethics for human study, animal care, and biosafety.

APPLICATION INSTRUCTIONS

The application package must include all the following sections, in order.

Please use single-spacing, 2cm margins, and 12-point font (Calibri or Arial) throughout the application.

1) **Cover Letter** (< 1 page)

This brief letter of introduction to the Committee should discuss how this research:

- relates to the Applicant's programme of research and future grant submissions; and
- aligns with Faculty of Nursing and UCalgary strategic research priorities.

Also, it should identify and describe the roles of any co-investigators and/or collaborators.

2) **Address Reviewer Comments** (if applicable)

For resubmissions, please identify changes made in response to Committee feedback.

3) **Lay Summary** (½ page)

Summarize the proposed research project and its expected outcomes.

4) **Peer Review**

Evidence of peer review from one UCalgary research-intensive appointee (email is sufficient).

5) **Project Description** (4-5 pages)

A clear and concise document that includes the following sections, in order:

- background and significance, including review of key literature;
- goals/objectives/research questions;
- methodology, including ethical considerations;
- expected outcomes; and
- knowledge translation/mobilization plan.

6) **Budget & Justification**

A list of all requested funds, including a detailed justification for each item.

7) **Timeline**

A detailed list/table of all project activities and their expected timeframes for completion.

8) **Suggested External Reviewers** (within UCalgary, external to FoN)

Provide contact information for 2-3 reviewers with relevant research expertise.

9) **CV**

Provide a CV for each member of the research team (except Collaborators). CVs should be **no more than 2 pages** and restricted to the last 5 years or items most relevant to this application.

EVALUATION CRITERIA

Evaluation of the Endowment applications is adapted from the [CIHR's rating scale](#) for grant programs.

Descriptor	Range	Outcome
Outstanding	4.5 – 4.9	May be Funded – Will be Discussed by the Committee
Excellent	4.0 – 4.4	
Very good	3.5 – 3.9	
Acceptable, but low priority	3.0 – 3.4	Not Fundable – May or May Not be Discussed by the Committee
Needs revision	2.5 – 2.9	
Needs major revision	2.0 – 2.4	
Seriously flawed	1.0 – 1.9	
Rejected	0.0 – 0.9	

Criterion #1: Research Approach

- Clarity of the research question.
- Completeness of the literature review and relevance to study design/research plan.
- Clarity of rationale for the research approach and methodology.
- Appropriateness of the research design.
- Appropriateness of the research methods.
- Feasibility of the research approach (including recruitment of subjects, project timeline, preliminary data where appropriate, etc.).
- Anticipation of difficulties that may be encountered in the research and plans for management.

Criterion #2: Originality of the Proposal

- Potential for the creation of new knowledge.
- Originality of the proposed research, in terms of the hypotheses/research questions addressed, novel technology/methodology, and/or novel applications of current technology/methodology.

Criterion #3: Applicant(s)

- Qualifications of the applicant(s), including training, experience and independence (relative to career stage).
- Experience of the applicant(s) in the proposed area of research and with the proposed methodology.
- Expertise of the applicant(s), as demonstrated by scientific productivity over the past five years (publications, books, grants held, etc.). Productivity should be considered in the context of the norms for the research area, applicant experience and total research funding of the applicant.
- Ability to successfully and appropriately disseminate research findings, as demonstrated by knowledge translation activities (publications, conference presentations, briefings, media engagements, etc.).
- Appropriateness of the team of applicants (if more than one applicant) to carry out the proposed research, in terms of complementarity of expertise and synergistic potential.

Criterion #4: Environment for the Research

- Availability and accessibility of personnel, facilities and infrastructure required to conduct the research.
- Suitability of the environment to conduct the proposed research.
- Suitability of the environment (milieu, project and mentors) for the training of personnel (if applicable).

Criterion #5: Impact of the Research

- Research proposal addresses a significant need or gap in health research and/or the health care system.
- Potential for a significant contribution to the improvement of people's health in Canada and the world and/or to the development of more effective health services and products.
- Appropriateness and adequacy of the proposed plan for knowledge dissemination and exchange.