

Schulich Equipment AID Grant (Advancement, Improvement, Development) Fall 2014 Competition

GUIDELINES:

OVERVIEW

The Schulich Equipment AID (Advancement, Improvement, Development) Grant provides Schulich faculty with a mechanism to acquire, develop or improve equipment directly used for research that they cannot obtain through other funding channels. This program aims to also catalyze collaborative research for Schulich Medicine & Dentistry across many disciplines.

The fixed, capital asset may be non-disposable equipment, equipment enhancement attachments, or fabricated equipment. Proposals requesting equipment acquisitions that exceed \$25,000 must be able to demonstrate a multi-investigator utilization.

ELIGIBILITY

Faculty members in Schulich from all disciplines are eligible to submit proposals. **Priority will be given to those whose initial Schulich academic appointment was at least 10 years ago (2004).** The Principal Investigator (PI) must have her/his primary appointment in Schulich. While researchers from outside of Schulich may be co-investigators, they may not be PIs.

AWARD INFORMATION

The number of awards for this competition will depend upon available funds. Applicants will be notified via email of award decisions (Winter 2014/15). Awards will be administered through a research account established through Research Western.

AVAILABILITY OF FUNDS

Funds will be available for one year. Any funds unexpended after one year will be returned to Schulich. Funds may be used only for the purchase of requested equipment. Any changes in the proposed use of funds must be approved by the Vice Dean, Research and Innovation.

USE OF FUNDS

The following lists eligible and ineligible items.

Items ELIGIBLE for support

Research equipment that falls in one of the following categories:

- Non-disposable equipment
- Equipment enhancement attachments
- Fabricated equipment

Items NOT ELIGIBLE for support:

- 1) Software (regardless of cost) that is not an integral component of an instrument
- 2) Consumables (animals, one time use/disposable products, etc...)
- 3) Personal computers/workstations (regardless of cost)
- 4) Construction and building renovations (i.e. fume hoods, permanent lab benches), including mechanical and electrical services

- 5) Improvements Other Than Building (IOTB). Examples of IOTB might include concrete pads to be used as storage or staging areas, installation of fencing (chain link enclosures), and similar experimental structures
- 6) Labor costs to set up or build an instrument or piece of equipment
- 7) Training costs associated with learning how to operate or use the new equipment (including training manuals)
- 8) Extended warranties
- 9) Consultation expenditures
- 10) Costs incurred for architectural/conceptual drawings to fabricate equipment
- 11) Costs incurred for any licensing fees required to obtain/use equipment
- 12) Legal fees, accounting fees, patent fees

SELECTION PROCESS AND CRITERIA

Proposals will be reviewed by a panel convened by the Vice Dean, Research and Innovation.

The following criteria will be used to evaluate proposals:

- Merit of the applicant's research enabled by the requested equipment
- Impact on Schulich research capacity and competitiveness
- Impact on Highly Qualified Personnel (HQP) - MSc/PhD/Post-Doc/etc...

FINAL REPORT REQUIREMENTS

Award recipients will be required to submit a final report one year after receiving equipment.

The final report should contain the following information:

1. Provide a brief summary on how this internal support has progressed your research work. (Maximum 500 words)
2. List those who also benefited from this internal support; whether collaborator(s), HQP, research colleague(s) etc., and state how.
3. List any publications (including published abstracts) generated from this internal support.
4. Outline any other dissemination activity arising from this internal support, including conference presentation invitations, media exposure generated, etc.
5. Has this internal support assisted you in obtaining funding from other sources? If yes, please indicate granting source(s), amount obtained, and grant duration.
6. Have you received any awards or distinctions as a result of the work completed with this internal support?
7. What future deliverables or developments arising from this internal support do you anticipate?

SUBMISSION

Submit your completed application (including CVs and equipment quotes) with all required signatures in a single PDF document to research@schulich.uwo.ca. Please note that hard copy submissions are not required. **LATE or INCOMPLETE APPLICATIONS WILL BE REJECTED WITHOUT CONSIDERATION.**

A ROLA form will be initiated for successful applicants following adjudication of the competition. A ROLA is not required at the time of application.

Deadline: 4:00 PM on Monday, November 10, 2014 to:
research@schulich.uwo.ca

REQUIRE ASSISTANCE? CONTACT: Kevin O'Neil, Research Officer, Schulich Research Office, at: Extension 85735 or kevin.oneil@schulich.uwo.ca

Schulich Equipment AID Grant APPLICATION FORM

PART 1: APPLICANT AND RESEARCH GRANT INFORMATION

Project Title: _____

Total Amount Requested: \$ _____
Round amount requested to the nearest dollar (must be in Canadian currency).

PRINCIPAL INVESTIGATOR:

Principal Investigator (PI): There may be only one Principal Investigator for this submission.

Principal Investigator: _____ Email: _____

Date of Appointment: _____ Department: _____

Signature: _____

CO-INVESTIGATOR (S):

Please add additional lines as needed.

Co-investigator	Title	Department	Signature
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

CHAIR'S SIGNATURE:

Signature approval confirms support for this application and agreement that the terms and conditions for the Schulich Equipment AID guidelines have been met.

CHAIR'S SIGNATURE: _____ **Date:** _____

PART 2: PROPOSAL

Describe the equipment proposal in detail and in terms capable of being understood by an academic from another discipline. Avoid jargon.

- **Maximum length of 3 pages, minimum size 12 Times Roman and ¾ inch (2 cm) margins.**
- **References, if necessary, may be added as an appendix.**
- **All the following items must be addressed:**
 - a) Provide a justification for the equipment requested, describe the research it will enable and clearly state why the equipment is being requested through this grant. If the requested equipment already exists elsewhere within the department or in London, explain the rationale for acquiring another.
 - b) Who will use this equipment? How will it be used to enhance the research capability of the applicant(s)? How will this enhance the training of highly qualified personnel (HQP)?
 - c) How will this equipment enhance the applicant's ability to obtain grants or contracts? Identify specifically the target grants or contracts that will be sought incorporating results from this equipment. When will such applications be submitted?
 - d) Location of equipment.
 - e) If applicable, outline any cross disciplinary/cross campus utilization. Identify other potential users and beneficiaries. If there will be multiple users, describe plans for clear and equitable usage and access.

PART 3: ATTACHMENTS

Attachment 1: CV (Any format acceptable - e.g. CCV, Acuity STAR)

Please note that all CV submissions **must include** from the past 5 years:

- **Publications**
List publications by applicant(s) (with complete bibliographic references) for the last five years.
- **Graduate Student Supervision**
List names of, and degrees conferred on, graduate students for whom the applicant(s) was/were chief supervisor during the last five years, including current students.
- **Other Trainee Supervision**
List names of all other trainees for whom the applicant(s) was/were chief supervisor during the last five years, including postdoctoral fellows, clinical research fellows, medical and dentistry students and undergraduates. List dates for each trainee's tenure in the laboratory.
- **Funding for Pending, Present and Past Awards**
 - a) List **all** sources of funds held in the last five years and those for which you have currently applied.
 - b) Include:
 - i) Name of principal investigator and co-investigators;
 - ii) Project title;
 - iii) Funding agency;
 - iv) Type of support requested (i.e. research grant, strategic grant, equipment grant, conference grant, fellowship, contract, etc.)
 - v) Project period (i.e. start and end date); vi) funds requested and funds received;
 - vii) Status (i.e. awarded, denied, pending).

Please also include a CV for each co-investigator involved in this grant.

Attachment 2: Equipment Quotes

If possible, please include 2 comparable quotes for the requested equipment.

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