

The Kranenburg Hematology and Pathology Cancer Research Fund

Terms of Reference

1. **Purpose:** The Kranenburg Hematology and Pathology Cancer Research Fund (KHAP-CRF) is to honor the contributions of Mattina Kranenburg's career as administrator for the Chief/Chair in both the Department of Pathology and the Division of Hematology in the Department of Medicine. The fund is available to clinical academic faculty in the Department of Pathology and Laboratory Medicine and Division of Hematology in the Department of Medicine, Schulich School of Medicine & Dentistry. This funding will support research projects related to cancer that benefit the academic mission of both areas.
2. **Eligibility:**
 - a. KHAP-CRF is open to all Pathologists and Hematologists (full-time clinical academics) and trainees to fund cancer research-related projects (including resource utilization and quality improvement) in either the Department of Pathology and Laboratory Medicine or the Division of Hematology, Department of Medicine, Schulich School of Medicine & Dentistry.
 - b. The applicant is eligible to receive funding to a maximum of \$10,000 in one academic year (July - June), as either PI or hematologist/pathologist mentor.
 - c. The Committee will review a maximum of one application per investigator per academic year.
 - d. A maximum of 2 awards will be awarded annually.
 - e. The following are eligible:
 - i. Research and educational development projects and related publication fees.
 - ii. Salary support for graduate students, undergraduate students, and research fellows.
This request should be attached to a specific project in PaLM or Hematology
 - f. The following are ineligible:
 - i. Payment to full-time faculty at Western University or affiliates (i.e., Huron and King's).
 - ii. Funding requests for equipment and travel.
3. **Application Process:**
 - a. Application for funding must be submitted to the Department of Pathology and Laboratory Medicine, using the web-based form.
 - b. Applications will be considered once a year with a deadline of March 15.
 - c. First-time applicants and applications involving trainees (Postgraduate or Undergraduate) will have preference over prior applicants.
 - d. Applications will be reviewed by an ad-hoc award committee which members will include:
 - i. Head of the Department of Pathology or his/her designate;
 - ii. Head of the Division of Hematology, Department of Medicine or his/her designate;
 - iii. A member from other Divisions or Departments within the University.
 - e. Applications will be ranked based on:
 - i. Quality of the application including scientific merit and originality
 - ii. Feasibility
 - iii. Quality and completeness of the proposal
 - iv. Likelihood of subsequent publication, and
 - v. Budget considerations

4. Funding

- a. Up to \$10,000 in funding will be awarded during each cycle (\$20,000 per year). Additional funds for up to \$5,000 per project (total maximum \$30,000 per year) can, but do not need to, be authorized on a case-by-case basis, based on merit and need.

5. Award Duration

- a. Funds must be utilized within 24 months from the date of award notification. Requests to carry forward unspent funds for up to 12 months will be considered. Any unspent funds after 36 months must be returned to the KHAP-CRF.

6. Report and Acknowledgement

- a. Awardees must acknowledge KHAP-CRF in all publications or presentations generated as a result of research funded by this fund. Acknowledgement should include the following: "This study was funded (in part - if applicable) by the Kranenburg Hematology and Pathology Cancer Research Fund (KHAP-CRF) at Western University - London Health Sciences Centre."
- b. The trainees involved in the funded research must present their work at the PaLM Annual Research Day and/or Department of Medicine Annual Research Day.

The Department of Pathology and Laboratory Medicine reserves the right to revise the terms of reference, as needed.

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