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|  **COLLABORATIVE RESEARCH SEED GRANTS (CRSG)****Schulich School of Medicine & Dentistry****Application form**  |

**DEADLINE: 4:00 P.M. Wednesday, December 8, 2021**

**Application Checklist**

Please ensure that your complete application includes the following:

☐ Complete application form, including necessary signatures. Application and attachments are in one single PDF file for submission.

☐ Project description (maximum 4 pages, not including references)

☐ Appendices (if necessary, maximum of 3 pages for references, figures and tables)

☐ Budget justification, including quotes for requested equipment costing more than $2,000.

[*NOTE: this award is not intended to support acquisition of major equipment*]

☐ Mini CVs for PI and Co-Investigator(s) (CIHR Biosketch CV, NSERC CCV, NIH Biosketch or similar brief CV)

☐ Letters of support from collaborators, if applicable

☐ If a resident is listed as a Co-Investigator, attach a letter from the appropriate program director

to confirm that the resident will have sufficient protected time for the project.

**Certification Requirements**

*The necessary certification must be met in accordance with Western’s policies. If this project will require certification approvals from one or more of the following, please check the appropriate box below. If none of these are applicable to your project, please check N/A. Confirmation of protocol approval will be required if the application is funded.*

☐ Human

☐ Animals

☐ Biohazards

☐ N/A

***Note:*** *Reviewers will have appropriate knowledge, but will not be experts in your field. Write in language understandable to those in other disciplines, define terms where necessary, and proofread carefully*.

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**1. Project Information**

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| --- | --- |
| **Project Title:** |  |
| **Total Amount Requested:**  | **$** |
| **Keywords (Max 5):**  |  |

**2. Principal Investigator (s)**

*List the Nominated Principal Investigator and any Co-Principal Investigators (if applicable). Please check the box if the investigator meets the Early Career Investigator Criteria outlined below.*

*\*****Early Career Investigators*** *are researchers who are within five years of the start date of their first eligible academic research appointment. The researcher must be capable of independently publishing, supervising and applying for funding.*

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| **Nominated Principal Investigator**  |
| **Name:** |  |
| **Email:**  |  |
| **Department:** |  |
| **Early Career Investigator\*:**  | [ ]  Yes [ ]  No |

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| **Co-Principal Investigator** *(if applicable)* |
| **Name:** |  |
| **Email:**  |  |
| **Department:** |  |
| **Early Career Investigator\*:**  | [ ]  Yes [ ]  No |

**3. Co-Investigator(s)**

*List all Co-Investigators. Add additional rows as necessary. If a Co-Investigator meets the Early Career Investigator criteria outlined above, please check the ECI box beside their name.*

|  |  |  |
| --- | --- | --- |
| **Early Career Investigator\*** | **Name** | **Department** |
|[ ]   |  |
|[ ]   |  |
|[ ]   |  |
|[ ]   |  |

**4. Collaborator(s)**

*List collaborators. Add additional rows if necessary. If a collaborator meets the Early Career Investigator criteria outlined above, please check the ECI box beside their name.*

|  |  |  |
| --- | --- | --- |
| **Early Career Investigator\*** | **Name** | **Department / Institution (if not Western)** |
|[ ]   |  |
|[ ]   |  |

**5. Lay Summary (200 words maximum):**

**6. Collaboration:**

**Type of Collaboration:** *(Select one)*

|  |  |  |
| --- | --- | --- |
| [ ]  New collaboration between basic and clinical researchers | [ ]  Existing collaboration between basic and clinical researchers to further enhance/expand their research program | [ ]  New collaboration between faculty members from different disciplines or departments to collaborate in a new area of research or to approach a problem in an innovative way |

**Description (1/2 page maximum):**

*Describe either (a) how this project is a new collaboration that is needed to carry out the proposed research; OR (b) how this project will leverage the existing collaboration to expand or enhance the research program and carry out the proposed research.*

**7. Project Description**

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| *Describe the project in detail and in terms capable of being understood by an academic from another discipline.** **Maximum length of 4 pages, single spaced, 12-point Times New Roman, minimum 2 cm (3/4 inch) margins.**

*Include the following headings:** ***Project Goals(s), Specific Aims, Hypothesis and Applicability*** *– description of the project that includes the purpose, specific aims, hypothesis and applicability to an interdisciplinary approach. Explain how it is appropriate to apply for this seed funding rather than external funding.*
* ***Background*** *– discuss how the project builds on previous work by members of the team.*
* ***Project Design and Methods*** *– describe the activities to be undertaken by the team during the project. Include plans, methods, and timelines.*
* ***Research Team*** *– describe the experience/expertise of the team members, their role and what each team member brings to the collaboration.*

**Up to 3 pages of Appendices may be included for figures, tables, charts, and key references**  |

**8. Future plans (1 page maximum)**

*Describe plans for future collaborations by the team, including external funding opportunities that will be pursued. Include agency, program, expected timelines, and rationale. This may include federal, provincial, non-profit, international, and/or industry support.*

**9. Budget**

*Complete the table below and attach up to one page for budget justification. Please round to the nearest $100 for each item and Total Budget. Additional lines may be added to the table, as necessary. Provide details for any other sources of support for the proposed project.*

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| --- | --- | --- | --- |
| **Item** | **CRSG $** | **Other Sources $** | **Total $** |
| **Salaries / Benefits** *(provide detail of personnel in budget justification)* |  |  |  |
| **Equipment** |  |  |  |
| **Supplies** |  |  |  |
| **Services** |  |  |  |
| **Other** *(provide detail in budget justification)* |  |  |  |
| **Total Budget** |  |  |  |

***Ineligible Costs:***

* *Support for new graduate students (\*Funding will be provided only for graduate students enrolled in a Schulich graduate program at the time the application is submitted)*
* *Support for new postdoctoral fellows/associates (\*Funding will only be provided to postdocs currently employed at Western or Lawson at the time the application is submitted)*
* *Conference travel*

***Notes:***

* *Support for graduate students, postdoctoral fellows/associates and personnel will only be provided for those integral to the proposed research project and must be described in the budget justification.*
* *Funding for graduate students will be limited to those individuals enrolled in a Schulich graduate program and who are supervised a faculty member with a primary academic appointment in Schulich. Exceptions will be considered on a case-by-case basis.*
* *Funding for postdoctoral fellows/associates will be limited to those individuals employed by a faculty member with a primary academic appointment in Schulich.*
* *Funding for personnel costs will typically be limited to Schulich personnel or Lawson/LHSC/SJHC personnel as appropriate. Exceptions will be considered on a case-by-case basis.*
* *Funding for costs incurred by Co-Investigators or Collaborators from outside of Schulich will generally not be covered. Exceptions will be considered on a case-by-case basis.*
* *Requests for equipment costing more than $2,000 must be accompanied by quotes.*

*[NOTE: this award is not intended to support acquisition of major equipment]*

**10. Signatures**

*Insert lines for additional Co-Investigator signatures, if necessary.*

**Signature of Principal Investigator:** **Date:**

**Signature of Co-Principal Investigator** (*if applicable)***: Date:**

**Signature of Co-Investigator:** **Date:**

**Signature of Department Chair:** **Date:**

**11. Attachments**

**All attachments should be included with the application form as a single PDF document. Applications with separate and/or multiple PDF attachments will not be accepted.**

1. *Brief CV for Principal investigator(s) and Co-investigator(s). (e.g. CIHR Biosketch, NSERC CCV, NIH Biosketch or similar brief CV.) The CV should highlight information relevant to the support of this application including current grants and recent publications. If you do not have a CIHR Biosketch, NSERC CCV, NIH Biosketch, or other similar brief CV, contact Mary Ann Pollmann-Mudryj at* *MaryAnn.Pollmann-Mudryj@schulich.uwo.ca* *and we can provide a brief CV template.*
2. *Letters of support from Collaborators, if relevant.*
3. *Quotes for equipment, if relevant.*
4. *If a resident is listed as a Co-Investigator, attach a letter from the appropriate program director to confirm that the resident will have sufficient protected time for the project.*