



## **New Investigator Research Grants Guidelines – Apply Online Deadline: 5:00 pm EST April 22, 2019**

### **Overview**

Through its National Grants Program, The Hospital for Sick Children Foundation ("SickKids Foundation") seeks to strengthen Canada's capacity and knowledge to respond to children's health challenges and needs. To do so, we grant funds to research projects that have the potential for significant impact in areas of children's health needs based on scientific excellence and relevance to child health.

### **Funding Objectives**

New Investigator Research Grants provide important early career development support to child health researchers. It is intended this program will enhance the grant recipient's ability to compete with more senior investigators for research grants from other funders. Through this grants program we are seeking to fund research carried out by new investigators across Canada who successfully lead, participate in, and translate outstanding child health research that will respond to children's health challenges and needs.

The New Investigator Grants Program is a jointly sponsored program of SickKids Foundation and the Canadian Institutes of Health Research ("CIHR") - Institute of Human Development, Child and Youth Health (IHDCYH). Grant recipients may obtain up to three years' support for research in biomedical, clinical, health systems and services, and population and public health sectors.

### **Funding for Research Operating Grant**

New investigator researchers may obtain up to a maximum of **\$100,000 annually** for up to three years **for a maximum of \$300,000** for their research project. The research operating grant may be used for:

- Research costs – materials, services, salaries of staff including research assistant /technicians etc., knowledge translation or dissemination of results, travel, supplies, resources, animals.
- Equipment purchase or rental (including computers) required for the project.
- Funding is paid to a Canadian institution that is a registered Canadian charity that the Principal Investigator has a formal affiliation with and agrees to administer the grant funds (the "Eligible Institution").

**We are unable to fund projects:**

- That have limited relevance to the health of children (conception up to 18 years of age).
- That will primarily benefit of children outside of Canada.
- That are otherwise funded research projects.
- Where the principal applicant is:
  - is a trainee (i.e. a fellow or doctoral candidate);
  - does not have an affiliation with an Eligible Institution;
  - currently holds an active SickKids Foundation grant.

Funding is contingent upon availability of funds from both SickKids Foundation and the CIHR's Institute of Human Development, Child and Youth Health.

**Who is Eligible to Apply**

The Principal Investigator must be eligible to apply for independent research grants and be formally affiliated with an Eligible Institution, where that institution is willing to financially administer the grant.

The Principal Investigator will usually hold a doctoral degree (Ph.D) or equivalent medical/health care degree and have had formal research training. Co-Investigators are researchers who may or may not have a formal affiliation (faculty appointment) with the Eligible Institution, but will take responsibility for particular administrative and scientific aspects of the research project. Trainees (i.e. doctoral students or fellows) cannot be Principal Investigators but they may be Co-Investigators.

Eligible applicants **are required to include a mentorship plan and to work with a clearly-identified Mentor/Mentors (up to two)**. The mentor will work with the applicant on a plan; review the application before submission; provide advice throughout the project to ensure it is competitive in terms of both scientific excellence and relevance to child health.

**The applicant must be a new investigator at the date of application; i.e. at the application deadline of April 22, 2019.** For the purpose of this award, a new investigator is defined as an individual who:

- As a Principal Investigator has **not** been awarded combined Operating Grant funding of \$500,000 or more Canadian dollars. An "Operating Grant" is defined as a grant that can be used to cover administrative or any other research-related costs (including salary of trainees or students) in order to carry out a research project. This does not include startup funds, salary awards, equipment or infrastructure funds.

**Note:** Should an Operating Grant be received after the application is submitted, the applicant must notify SickKids Foundation immediately.

- Is within **five years** of their first academic appointment. Academic appointment is defined as an appointment that allows an individual to apply for research grants as an independent investigator.

**Note:** If the Principal Investigator is a health care practitioner who does not have an academic appointment, then to perform research as a Principal Investigator they must be formally affiliated with an Eligible Institution that is willing to financially administer the grant.

- Has at least 50% of protected research time for the duration of the project.

### Conditions for Grant

- Where there are two Principal Investigators applying for funding for a project, both must qualify as new investigators. Co-Investigators who are not the Principal Investigator(s) are not required to be new investigators.
- A maximum of two Principal Investigators will be permitted per application.
- If in doubt about your status as a new investigator, please contact SickKids Foundation. SickKids Foundation reserves the right at its sole discretion to make the final determination as to whether, for the purposes of eligibility, an applicant will be considered a new investigator.
- We recognize that applicants can co-submit the same project to other agencies for funding support. **If funding is awarded from another agency in full or in part, the applicant must contact the Foundation immediately.** SickKids Foundation reserves the right to make the final funding decision.
- CIHR-IHDCYH also supports the annual CIHR Early Career Investigators in Maternal, Reproductive, Child and Youth Health funding opportunity. Eligible applicants may apply to both this SickKids Foundation-CIHR-IHDCYH competition and the CIHR Early Career Investigators in Maternal, Reproductive, Child and Youth Health competition but may **only accept funding from one**, regardless of whether the applications are for different projects.
- Only one proposal may be submitted by a Principal Investigator per funding round.
- In order to best address the diverse range of paediatric expertise represented in our peer reviewers process we ask that you write the proposal using accessible language geared to the knowledgeable non-expert. Applications should be written in language appropriate for review by paediatric scientists with primary expertise in other domains.

- **This competition is highly competitive with a limited funding envelope.** All applicants should contact their institution's research awards or grants management office to discuss any potential internal process that may be required that will enhance the strength of their application.
- Any equipment purchased with grant funds are to be property of the Eligible Institution where the grant funds are held.
- Projects must adhere to ethical standards of SickKids Foundation, CIHR and the Eligible Institution. Grantees are responsible for making sure that their Research Ethics Approval (REB) and/or Animal Care Approval are up to date, and Health Canada approval, if required, is in place by the project start date. In addition:
  - If a project involves research on humans it must be in accord with the Tri-Council Policy Statement on Ethical Conduct for Research Involving Humans (for more information please visit the following website: <http://www.pre.ethics.gc.ca/eng/policy-politique/initiatives/tcps2-eptc2/Default/>).
  - If a project involves research on animals it must be comply with guidelines of the Canadian Council on Animal Care.
  - If a project involves research handling biological and chemical hazards it must meet CIHR "Guidelines for the Handling of Recombinant DNA Molecules and Animal Viruses and Cells."
- To be awarded as a grant recipient, the Principal Investigator(s) and Eligible Institution must sign a Grant Agreement in the form provided by SickKids Foundation, in its sole discretion.
- Grant recipients must provide a report on the project funded by this grant as requested by SickKids Foundation, including, without limitation, an annual progress report that includes a financial statement produced by the Eligible Institution.
- SickKids Foundation and CIHR must be given credit in publications, presentations or communication activities including media, symposia, research reports and promotional events arising from work funded by this grant.
- Grant recipients shall notify SickKids Foundation of any dissemination activities that they undertake from the project funded by this grant, including any symposia, conferences and any other promotional events.
- From time to time the grant recipient will be requested to complete a survey in order help measure the impact of the program.
- Any unexpended funds are to be returned to SickKids Foundation.

### **Recognition of a break in the research career**

Individuals who have taken time off for personal reasons or for other reasons (such as to establish a private clinical practice, family or health reasons, or parental leave) within the first five years of their research career may be considered a new investigator. These individuals must include a letter documenting the duration of the interruptions and indicating whether or not there was any research productivity during that time. This time off will not count towards the five years. Please note that time spent doing industry or government research will count towards the five years. **SickKids Foundation reserves the right to make the final determination as to whether an individual is eligible to apply.**

### **Assessment and Relevance Criteria**

Projects must be relevant to both SickKids Foundation's Mission to invest in health and scientific advances to improve the lives of children and their families in Canada and around the world and CIHR-IHDCYH's mandate, which is to support research that ensures the best start in life for all Canadians and the achievement of their potential for optimal growth and development. The institute's broad mandate covers defined time periods and a wide range of issues pertaining to human development: pre-conception; fertilization; embryonic and fetal development; the health of the mother and father; and the health and development of infants, children and youth (up to 25 years of age). See: <http://www.cihr-irsc.gc.ca/e/8695.html> for more information about CIHR-IHDCYH.

Funding decisions will be based on scientific merit and will be assessed on the following **5** criteria:

#### **1. Impact of the Research**

Consider the ability of this project to have successful outcomes of the research to meaningfully impact the lives of children and their families (the number of children affected; the potential for direct impact on the care of children; lack of knowledge on the topic; high incidence or high morbidity/mortality; highly relevant to the quality of the life of children).

#### **2. Scientific Methodology**

Ensure the research design, methodology, instrumentation, statistical analysis and project outcome measurement are well reasoned and appropriate to accomplish the specific aims of the project.

#### **3. Innovation/Originality**

Does the project challenge and seek to shift current research or clinical practice? Is the work being undertaken novel? Is a refinement, improvement, or new application being proposed? There are times where replicative studies will yield new knowledge that may be crucial to progress within a field, for example by conclusively verifying or refuting a central or novel hypothesis. It is the originality/innovation in these technologies and methodologies applied that is important.

#### 4. Knowledge Translation

The knowledge translation plan should include methods for dissemination research results appropriate to relevant stakeholders and potential end-users. For many fields, an adequate knowledge dissemination plan is simply the publication of the results in high impact peer-reviewed journals. For other fields, dissemination plans with more ambitious goals and comprehensive strategies to reach the relevant knowledge users may be required.

#### 5. Mentorship, Research Team and Environment

- Include a mentorship plan and describe the institutional support to be received in terms of resources as well as research time.
- Include a letter of support from the Mentor clearly outlining how the Mentor will support the project.

To be considered for funding, applications must demonstrate that the proposed research will be collaborative across disciplines and include an appropriate translation and knowledge dissemination/uptake plan for the research findings.

As well, we are seeking applications from across research methodologies (quantitative, qualitative, and mixed-methods) and research sectors (biomedical, clinical, health systems and services, and population and public health sectors).

Proposals must demonstrate excellence with respect to research design, methodology, instrumentation, statistical analysis and project outcome measurement. Projects that show a high degree of innovation and incorporate a multi-disciplinary approach will be favored.

#### Knowledge Translation Plan

SickKids Foundation is committed to advancing children's health and therefore support of Knowledge Translation is an important investment in ensuring that funded research will have impact on child health practices, policies and/or further research. To be **eligible** for consideration, applications **must include a Knowledge Translation (KT) plan**. The objectives of the KT plan are to ensure that the research is translated appropriately to relevant stakeholders and potential end-users. Up to 15% of the research operating grant may be used for knowledge translation activities. To assist in the development of your KT plan, we encourage you to use the Knowledge Translation resources available on the CIHR website: <http://www.cihr-irsc.gc.ca/e/45321.html>

## **Appendices**

Only the following mandatory appendices will be accepted:

- Institutional Support, a letter of support from the applicant's department or division head at their Eligible Institution.
- Mentorship Support, a letter of support from the Mentor clearly outlining how the Mentor will support the project.
- CVs as per instructions on application form.

## **Resubmissions**

A new investigator applicant who did not receive funding may submit a revised application in a future competition, providing they still meet eligibility criteria. A maximum of one resubmission is permitted per project. New investigator applicant(s) of a resubmission should provide a letter (no longer than two pages) to the Grant Review Committee addressing itemized concerns raised by reviewers.

Resubmissions will be assessed under the same criteria as first-time applications but with special attention to the responses to reviewers' comments.

## **Review and Selection Process**

The selection process is based upon expert peer review. The Grant Review Committee will critically evaluate each grant application for scientific merit and relevance to child and youth health based on the funding criteria. Potential impact as well as institutional and mentorship support will also be considered in the assessment. Overall budget and knowledge translation plan or dissemination of results as applicable are carefully reviewed. Final approval, based upon recommendation from the Grant Review Committee, rests with SickKids Foundation's Board of Directors.

Please note that SickKids Foundation reserves the right to reject any application at its sole and unfettered discretion at any time. If you are selected as the recipient of a grant, any breach of these Guidelines at any time shall result in termination of the grant and the requirement to immediately return the awarded grant funds.

Applications written in French are welcomed. Review comments will be provided in English.

Ensure your online application is submitted by **5:00 pm EST on Monday April 22, 2019**.

**See Steps for Online Application Process Below**

**Questions should be directed to:**

[national.grants@sickkidsfoundation.com](mailto:national.grants@sickkidsfoundation.com)

## Online Application Process:

### Step 1

Go to <http://www.sickkidsfoundation.com/aboutus/grantsandawards/newinvestigatorresearchgrants>

Click on the button at the bottom of the page for New Investigator Research Grant Registration:

The screenshot shows the 'Welcome to SickKids Foundation' page. On the right side, there is a 'Login' section with fields for 'Email' and 'Password', and a 'Login' button. Below the login section, there are links for 'Forgot Password?' and 'To learn more about us click here'. On the left side, there is a section for 'New Investigator Research Grants' with a description and a link to 'Click here to start your New Investigator Research Grant Registration'. A yellow arrow points to this link. Below it, there is another link for 'Click here to start your Community Conference Grant Registration'.

### Step 2

Complete Eligibility Form to ensure you can proceed to application stage:

The screenshot shows the 'New Investigators Research Grant Registration - Eligibility Information' form. It contains four questions, each with a dropdown menu for the answer:

- \* Are you within 5 years of your first academic appointment which allows you to apply for research grants in Canada as an independent investigator?
- \* Have you received a combined amount of \$500,000 CAD or more in operating grant funding?
- \* Are you formally affiliated with an Eligible Canadian Institution that would be willing to financially administer the grant?
- \* Do you have at least 50% of protected research time for the duration of the project?

At the bottom of the form, there is a 'Submit' button.



### Step 3

Complete Organization Information by clicking the Search CRA Database and find your institution, click on it and the Organization information will auto populate:

#### Organization Information

Instructions:

- Click on Search CRA Database
- Enter your organization's name (keyword search is sufficient, example: "Water" instead of "The Water Foundation") or Enter your organization's Canadian Registered Charity Number (do not include spaces or dashes, example: 823456789).
- Click "Search!"
- Click on the name of your organization in the search results.

[Search CRA Database](#)

\* Organization Name

Canadian Registered Charity Number

\* Address

Address 2

\* City

\* Province

Postal Code

Phone

### Step 4

Complete Contact Information and click submit:

#### Contact Information

[Copy Address](#)

\* Email

Prefix

\* First Name

Middle Name

\* Last Name

Title

\* Phone

\* Address

Address 2

\* City

\* Province

## Step 5

Once you have found your charitable organization on the CRA Database and completed the Organization Information successfully you will receive this page:

# Registration Complete

Thank you for registering.

Your username and password will be emailed to you. [Click here](#) to login.

## Step 6

Once you have received your temporary password you can log into the application and begin:

### Welcome to SickKids Foundation

When SickKids Foundation was established in 1972, the founding trustees recognized the Foundation could build upon the leadership of SickKids to help children across Canada. Since inception, more than \$80 million has been granted coast to coast for children's health through our National Grants Program.

By providing funding across Canada, we hope to strengthen Canada's capacity and knowledge to respond to children's health needs nationally.

The National Grants Program has two main components:

#### [New Investigator Research Grants](#)

A focus of this program is ensuring there continues to be well-trained researchers across the country working to address the most pressing childhood diseases and conditions.

#### [Community Conference Grants](#)

This program brings together families with researchers and clinicians for medical presentations and family-oriented discussions. It helps ensure knowledge exchange with families so that they are able to access the most up-to-date information about their children's health.

[Click here to start your New Investigator Research Grant Registration](#)

[Click here to start your Community Conference Grant Registration](#)



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**For all inquiries please contact:**

Email: [national.grants@sickkidsfoundation.com](mailto:national.grants@sickkidsfoundation.com)