

2024 PREPPP Funding Award Information

The George & Fay Yee Centre for Healthcare Innovation ([CHI](#)) is the Manitoba SUPPORT Unit for the [Canadian Institutes of Health Research \(CIHR\)](#) Strategy for Patient-Oriented Research ([SPOR](#)). The *Preparing for Research by Engaging Public and Patient Partners* (PREPPP) Award is for researchers, students, and community organizations to engage patients and members of the public as partners in the planning stage of a health research project.

CHI is offering funding awards of \$4,000 each to support the involvement of patients and the public in the early planning stages of a health research project. At CHI, we define patient and public engagement in the planning stage as:

People with lived/living experience (patients, caregivers, communities, and members of the public) of a health issue being involved in decision-making about research priorities, questions, design, outcome measures, methods, and co-development of larger grant applications – before applying for research funding.

About the PREPPP Award

- Funding is for 18 months – funds will be available in June.
- Successful applicants will attend a one-hour consult with CHI's Patient and Public Engagement Team to refine their engagement plan and ensure it is meaningful and inclusive.
- Additional fee-based services from CHI (e.g. facilitation, planning, recruitment) are available.
- Successful applicants will be expected to participate in [CHI's Patient & Public Engagement Lunchtime Learning Series](#) and PREPPP Award evaluation activities.

Award Eligibility Criteria

- Open to Manitoba researchers, students, and community organizations;
- In the preparation and planning stage of a health research project or program that has not yet received funding (the applicants may hold funds generally, or for other projects);
- Involving patients and the public in decision-making around research priority-setting, questions, design and/or grant development;
- To inform future funding applications for the health research project or program following engagement.

Previously unsuccessful applicants are encouraged to submit revised applications.

Resources to Guide You

The Patient and Public Engagement Team at CHI has developed several resources to help guide planning for meaningful, safe and inclusive engagement in health research.

- Introduction to Patient Engagement [blog series](#)
- Methods for Patient & Public Engagement: A Guide ([PDF download](#))
- Budgeting tool for patient and public engagement in health research ([Excel download](#))
- Readiness to Engage workbook – guide to internal & external assessment ([PDF download](#))

Assessment Criteria

Reviewers will assess applications based on the following:

- Overall quality of the proposal (clarity, scope and originality);
- Appropriateness of the proposed methods and approaches, and the proposed [level of engagement](#);
- Evidence of commitment to the development of meaningful two-way relationships with partners and communities, using [trauma-informed approaches](#) (e.g. providing spiritual and emotional supports, establishing safe spaces), and deliberate approaches for ensuring equity, diversity and inclusion (e.g. anti-racist, decolonizing and anti-oppressive approaches);
- The potential impact of engagement on research decisions and decision-making processes (e.g. openness and flexibility to focus on the research priorities of people with lived/living experience of a health issue), the people involved (research teams and partners), the community (e.g. social change, addressing health inequities), and the broader contexts of research and health services delivery (e.g. policy change, improved patient outcomes);
- Feasibility of proposed engagement activities considering time, financial resources, and context; and
- Alignment of proposed research with [principles of patient-oriented research \(POR\)](#) and local priorities for health research identified by patients, the public and communities and/or identified in Manitoba's [Clinical and Preventative Services Plan](#);

Application Instructions

Applications will be assessed by a team of reviewers, including researchers, patient engagement professionals, and patient and public partners. Applications must:

- Address all components of sections 1-7 below (Section 8. Letters of Support is *optional*);
- Be written in lay language (at a grade 6 level of comprehension) so they are accessible for reviewers without extensive healthcare or health research experience. Guides for writing in lay language are available from [Elsevier](#), [CIMVHR](#), and others by searching for “lay language guide for researchers”;
- Avoid the use of medical jargon and acronyms – a useful resource is this [list of medical terms in lay language](#); and
- Limit responses to sections 1-7 to a maximum of 6 pages (excluding references).

Completed applications (in Word or PDF format) must be submitted to CHIPartners@umanitoba.ca before **Monday, April 1st, 2024 at 11:59 PM.**

University of Manitoba applicants: A FAAF submission to the Office of Research Services is **ONLY** required if your application is successful. **Do not submit a FAAF with your application.**

2024 Gold Sponsors



2024 PREPPP AWARD APPLICATION

Title of Proposed Project: _____

Main/Principal Applicant: _____

Organization: _____

Research Field: _____

Address: _____

Email Address: _____

Phone Number: _____

Optional: Co-Applicants (name, organization and email/phone) – attach additional pages if needed

- _____
- _____
- _____
- _____
- _____
- _____

Section 1. Lay Summary

In lay language, provide a **150-word** summary outlining your engagement project. Should your application be successful, this summary may be utilized for promotional purposes. Ensure your summary addresses the following aspects:

- Describe how the PREPPP award will aid in achieving the engagement goals of your project.
- Highlight potential ways in which you plan to engage people with lived/living experience and specify how their involvement will influence decisions related to your project.
- Clearly outline what you hope to achieve through engaging individuals with lived/living experience.

Section 2. Project Information

Describe:

- How the research topic, question(s) and/or priorities were and/or will be selected;
- Specific goals or outcomes of engaging patients and the public in decision-making about the proposed research; and
- Funding opportunities (or agencies) the research team plans to apply for in order to fund the proposed research.

Section 3. Engagement Activities

Provide a detailed description of the planned engagement activities for priority-setting, research design and grant development. Include details such as:

- The goals or objectives for each activity;
- The frequency, duration, and number of patient and public partners for each activity;
- How the team will work to establish safety and ensure diverse perspectives are able to meaningfully contribute to the activity;
- Supports and/or facilitation for engagement that will be used; and
- Opportunities for ongoing engagement once research is underway (e.g. recruitment, data collection and analysis, interpretation, knowledge translation, future projects).

Section 4. Patient and Public Partners

Describe:

- The population(s) with whom the research team intends to engage;
- [External assessment](#) of readiness and willingness to engage (completed or planned);
- Recruitment and considerations for [equity, diversity and inclusion](#); and
- How barriers to engagement will be determined and addressed (accessibility, travel, childcare needs, etc.).

Section 5. The Research Team

Describe:

- Research team members and their planned involvement in specific engagement activities;
- [Internal assessment](#) of readiness to engage, including barriers and facilitators affecting the team's ability to be flexible and adaptable in response to input from patient and public partners.

Section 6. Impact of Engagement

Describe:

- Specific research decisions patient and public partners will be engaged in (i.e. identifying research topic/question/priorities/outcomes; methods for recruitment/data collection/interpretation; reviewing study materials for accessible and appropriate language);
- The level of decision-making power ([level of engagement](#)) of patient and public partners; and
- Specific processes for ensuring patient and public partners' perspectives, concerns, and values are represented and valued in decision-making processes about the research.

Section 7. Funding Award Budget

Using [CHI's Patient Engagement Budget Builder](#), provide a summary estimate of costs directly related to engagement of patient and public partners, including compensation, supports. Budgets should also consider the current context of the COVID-19 pandemic and consider needs specific to the context of virtual engagement (e.g. internet or phone cards for partners; devices such as tablets or phones; compensation for additional preparation time; Zoom subscriptions). Please note that costs not directly related to supporting engagement are not eligible for funding through the PREPPP Award (e.g. publication or conference fees for researchers).

Section 8. Optional Letters of Support

Attach any letters of support from community organizations, institutions, or individuals the research team intends to partner with to plan and/or conduct proposed engagement activities.