

Rady Faculty of Health Sciences



UNIVERSITY OF MANITOBA

Winnipeg Foundation Innovation Fund of the Rady Faculty of Health Sciences

Terms of Reference

Background

The Winnipeg Foundation Innovation Fund of the Rady Faculty of Health Sciences is a \$1,000,000 fund intended to seed innovative interdisciplinary research at the University of Manitoba. For the next 5 years (2019-2023) up to 1/5th of the fund will be made available on an annual basis. Once expended, unless renewed, the fund will terminate.

Purpose

The purpose of the Winnipeg Foundation Innovation Fund of the Rady Faculty of Health Sciences is to seed innovative interdisciplinary research in the Rady Faculty of Health Sciences between member departments and colleges. In so doing, it is intended to enhance the University's national recognition in innovative interdisciplinary research with disruptive impact, as well as competitiveness in terms of national research funding. As such, the Winnipeg Foundation Innovation Fund of the Rady Faculty of Health Sciences is not intended to provide continuing support for ongoing research projects/programs or to serve as a substitute for national funding (e.g. Tri-Agency, NGO, Industry, etc.). The grant team are expected to use the funds awarded to develop their research to the point where applications for external funding can be made.

Eligibility and Program Priorities

All full-time academic faculty members *with professorial rank (Assistant, Associate or Full) and primary appointments* in the Rady FHS are eligible to apply to the Winnipeg Foundation Innovation Fund of the Rady Faculty of Health Sciences for support. Applications must include a minimum of three Rady FHS faculty from three different disciplines (**note:** while this may be from the same department – with justification – the intent is to foster collaborations between departments and colleges within the Faculty. It is possible to have collaborators from other faculties but there should still be 3 core collaborators from within the Rady Faculty of Health Sciences).

Proposals with evidence of an integrated team approach, ideally involving members from different departments/colleges will be given priority; clear articulation of the synergy and the role of the PI and Co-PI's are to play is essential. In addition, **priority** is placed on providing grants to proposals with disruptive potential; the ability to have major impact in the short-term (2-3 years); and with a high

likelihood of leading to national/international funding. Leveraged funds, while not required, will be taken into consideration when applications are being evaluated.

Type, Nature, and Extent of Support

Support the stated purpose of the Winnipeg Foundation Innovation Fund of the Rady Faculty of Health Sciences. Such support includes *but is not limited to* the following:

- Seed grants for high-quality, original and innovative projects of a short-term nature that are pre-requisite to long-term national/international funding;
- Development of grants to defray the costs associated with the preparation of large-scale research initiatives for which research support from the Tri-Agencies is being sought;
- Funding for the partial support of post-doctoral fellows, where Tri-Agency funding is held; and
- Funding for minor pieces of equipment (<\$15,000)

The program, however, does **not** provide funding for:

- conference travel;
- equipment servicing, or rental
- publication or page charges;
- visiting professorships/lectureships;
- start-up and bridge/emergency support;
- travel costs for leaves, including research and study leaves; or
- secretarial services

Support is provided for the **direct** costs of research, including research assistance, support for technical or professional services, research-related travel and supplies. All items must be essential to the conduct of the proposed research and must be carefully justified. Expenses will not be eligible for support if these are incurred prior to the grant start date. There should be no overlap with existing grants – the Winnipeg Foundation Innovation Fund of the Rady Faculty of Health Sciences is not intended for top-up of existing programs.

As the demand for funds is expected to far exceed the funds available, not all meritorious proposals can be adequately supported. **The maximum level of support is \$100,000 and may be less.** In short, only reasonable research needs can typically be met by this program. Applicants must develop their proposed budgets with these figures in mind and provide a detailed budget justification. Applicants may only receive **one** Winnipeg Foundation Innovation Fund of the Rady Faculty of Health Sciences award as PI or Co-PI in a 5-year period, in order to benefit the largest number of faculty members within the Rady FHS through the Fund.

Evaluation Process and Criteria

Applications for research support will be reviewed and adjudicated by members of the Rady FHS Research Advisory Executive Committee.

Applications are assessed on the basis of the following criteria:

- the quality and originality of the proposal and the extent to which it is consistent with the purpose of the Winnipeg Foundation Innovation Fund of the Rady Faculty of Health Sciences;
- the research/scholarly/creative achievements of the individual applicants/team;
- the previous efforts of the individual applicants to secure external research funding and/or plans of the applicants to apply for national/international funding;

In all cases, the overriding factors in the evaluation of an application are the quality and originality of the research (in line with the intended purpose of the Winnipeg Foundation Innovation Fund of the Rady Faculty of Health Sciences), as reflected in the research proposal, and the achievements or potential for achievement of the applicants as a collaborative interdisciplinary team.

Competition Deadline Dates and Program Administration

One competition is held annually. The application deadline date is **September 14th**. If this date falls on a weekend or statutory holiday, the deadline moves to the next business day.

The Winnipeg Foundation Innovation Fund of the Rady Faculty of Health Sciences will be administered by the Office of Research Services.

Conditions of the Award

Successful applicants will be expected to apply for national funding within one year of the end of the grant.

Research supported by the Winnipeg Foundation Innovation Fund of the Rady Faculty of Health Sciences must comply with University policies on the conduct of research, specifically the University policy on research ethics and, where applicable, the University policies on research involving the use of animals, human subjects, or biohazards. It is the responsibility of the applicant(s) to secure the appropriate approval for the proposed research; funds will not be released until all such approvals have been obtained. **If appropriate approvals have not been obtained and forwarded to the Office of Research Services within six (6) months following the award notice, funds will automatically be returned to the Winnipeg Foundation Innovation Fund of the Rady Faculty of Health Sciences. Grant-holders may request to extend the period within which approvals must be obtained by writing to the Vice Dean (Research) Rady FHS, and the Office of Research Services, to the attention of the appropriate contact person, prior to the return of funds as noted above. Such requests must include a justification.**

Research grants must be used for the project and purposes described in the application. Grant-holders wanting to transfer funds from one budget category to another in response to changing research needs or to use funds for a new budget item must secure the prior written approval of the Vice Dean (Research) Rady FHS and the Office of Research Services

The award recipient (PI) is responsible for the use of the funds and for any over-expenditure of research accounts. Expenditures must comply with University regulations concerning the use of special project funds and must be made in accordance with standard University financial procedures. Grants involving the purchase of equipment are made on the understanding that any costs associated with the installation, operation, and maintenance of any equipment purchased will be the responsibility of the researcher and his/her department/college.

Winnipeg Foundation Innovation Fund of the Rady Faculty of Health Sciences awards normally terminate after 1 year of the date of the award notification letter and any unspent funds will automatically be returned to the Winnipeg Foundation Innovation Fund of the Rady Faculty of Health Sciences. Grant-holders may request in writing to have the period of the award extended to the appropriate contact person in the Office of Research Services not later than one month prior to the end date of the award. Such requests must include a justification for the extension. Extensions will be allowed at **most** for 6 months.

Within three months of the completion or termination of the grant, a final report must be submitted to the Rady FHS Research Office. This report should not exceed one page and should describe: what was accomplished, including a summary of the major research findings; the plans for research dissemination, including an indication of any publications/paper presentations resulting from the grant or in press/in preparation; research personnel trained; Tri-Agency and other external funding that has been obtained or applied for as a result of the project; and future funding prospects.

If the award recipients receive an award for the same work from an external agency **within 6 months** of receiving the Winnipeg Foundation Innovation Fund of the Rady Faculty of Health Sciences award, then any remaining funds will be returned to the Winnipeg Foundation Innovation Fund of the Rady Faculty of Health Sciences.

Grant-holders are requested to acknowledge the assistance of the Winnipeg Foundation Innovation Fund of the Rady Faculty of Health Sciences in all publications and media coverage resulting from this support.

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