

## Manitoba Centre for Nursing and Health Research (MCNHR)

# Graduate Student Research Grant (funded by the College of Nursing Endowment Fund and the Winnifred Ruane Trust Fund)

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## Preamble

The Manitoba Centre for Nursing and Health Research (MCNHR) is pleased to offer graduate student research grants through the generous support of both the College of Nursing Endowment Fund and the Kathleen and Winnifred Ruane Fund. Successful applicants to this competition will be awarded either a **College of Nursing Endowment Fund Graduate Student Research Grant** or a **Kathleen and Winnifred Ruane Graduate Student Research Grant**. The MCNHR anticipates being able to fund 2-3 grants per competition.

## Purpose

The **Graduate Student Research Grant** provides funding to support the costs associated with thesis or dissertation research projects for graduate students being supervised by a College of Nursing faculty member. Masters students are eligible to request up to \$3,000 to support their thesis research projects and PhD students are eligible to request up to \$5,000 to support their dissertation projects.

## Eligibility Criteria

1. Applicants must be enrolled as a full-time or part-time graduate student in the Faculty of Graduate Studies, in either a Masters or Doctoral Program.
2. The applicant's primary academic supervisor must hold a salaried academic appointment in the College of Nursing, University of Manitoba.
3. While it is not required that students have their proposal defended at the time of application, it should be noted that students must be ready to start their research projects within 3 months of receiving the award (see items 1 and 6 on funding guideline below for more detail) **and** are more likely to be competitive in this competition if their thesis/dissertation proposal has benefited from significant input from their advisor and thesis/dissertation committee.

## Funding Guidelines

1. Research projects must be ready to start within 3 months of receiving the award. This means that approval of the research proposal by an appropriate University of Manitoba Research Ethics and or Animal/Biosafety Board. Ethics (and/or animal /biosafety) approval certificates must be obtained within 3 months. See item 6 below.

2. Funding to a maximum of \$3,000 for Masters students and \$5,000 for PhD students will be provided over a 2 year-period. Applications requesting more than \$3,000 for Masters' students and \$5,000 for PhD students will not be considered. If, at the end of 2 years, the funds are not expended and the project is not completed, consideration will be given to the applicant's request to extend the termination date for one additional year. A request for extension of the grant must be made to the Associate Dean Research, College of Nursing, at least one (1) month prior to expiry of the grant. If funds are not expended or the project is terminated, all remaining funds must be returned by the MCNHR.
3. Funding is to cover direct research costs only, which may include personnel, equipment, supplies, travel for data collection purposes, and attendance in person or virtual to one conference (up to a maximum of \$1,000). Any equipment purchased is the property of the University of Manitoba and must be returned upon completion or termination date(s). No portion of the grant is to be used as salary for the graduate student or the academic supervisor. Requests that are **solely** for the purpose of dissemination activities (i.e., conference travel, open access publishing, development of knowledge translation products etc.) are not eligible.
4. Requests for full funding of a project will be given higher priority than requests for partial funding. If requests are for partial funding, applicant must explain their plans to secure additional funding to ensure their projects will be successfully implemented.
5. Grant funds will be administered by the University of Manitoba, and the graduate student's academic supervisor will have signing authority on the grant.
6. Receipt of funds is conditional upon approval of the research proposal by an appropriate University of Manitoba Research Ethics and or Animal/Biosafety Board. Ethics (and/or animal /biosafety) approval certificates must be obtained within 3 months of the award start date, or the grant will be forfeited. A three (3)-month extension of this requirement will only be provided if applicant(s) have submitted their ethics (and/or animal/biosafety) application and are awaiting approval. Exceptions will only be made to this guideline in cases where ethics approval is not required for the project (i.e., when the proposed project activities does not involve any of the following: human participants, stem cells, animal, or biological samples) or in the case of exceptional extenuating circumstances to be evaluated on a case-by-case basis. If applicants are unable to obtain ethics approval within the timeframes mentioned above, they will be required to forfeit the funding.

7. A final project report and a statement of expenditures must be provided to the MCNHR at the end of the grant term. Students who receive funding will also be required to present their project within six (6) months at an MCNHR organized event such as the MCNHR Innovations in Teaching and Research Series or Annual Graduate Student Poster Competition.
8. Publications and presentations arising out of the research must acknowledge the funding support of the **College of Nursing Endowment Fund Graduate Student Research Grant** or the **Kathleen and Winnifred Ruane Graduate Student Research Grant** as per their award letter.
9. 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 MCNHR.
10. The Principal Investigator may replace, add, remove, or promote individuals/team members on existing grants, provided that the rationale for replacing, adding, removing, or promoting individual(s) has been deemed justifiable by the MCNHR. If you are adding or promoting team member(s), please provide a brief explanation of their expertise and proposed contributions to the project.

## **Application Process**

One complete electronic copy of the application is required and should be submitted through the online submission portal at:

[https://umnursing.ca1.qualtrics.com/jfe/form/SV\\_dgxJNcZQ34TLMHP](https://umnursing.ca1.qualtrics.com/jfe/form/SV_dgxJNcZQ34TLMHP).

The graduate student and their academic supervisor must complete the research grant application and include a description of the project, not to exceed five (5) typewritten, single-spaced pages (excluding appendices and references).

**Application deadlines are November 1<sup>st</sup> and April 15<sup>th</sup>.**

**NOTE:** In the event that November 1<sup>st</sup> or April 15<sup>th</sup> or fall on a statutory holiday or weekend, the deadlines will be extended to the next business day.

## Review Process

1. Applications will be reviewed by the MCNHR Research Grant Review Committee. Proposals will be assessed on the basis of:
  - Scientific merit
  - Significance
  - See links for the graduate student assessment form used by reviewers:  
<https://umanitoba.ca/nursing/research/manitoba-centre-nursing-and-health-research-mcnhr/research-funding-opportunities>
2. A rank list based on the score of applications will be prepared by the MCNHR Research Grant Review Committee. The rank list and recommendations for funding will be provided to the Associate Dean, Research for approval. A portion of the total competition budget amount is allocated to each successful application starting from the top of the ranking list until the total competition budget is expended.
3. Successful applicants will be awarded either a) the College of Nursing Endowment Fund Graduate Student Grant or b) the Kathleen Winnifred Ruane Graduate Student Research Grant. Successful applicants cannot hold both awards.

All applicants will be notified of the results within 2 months of competition deadlines.

**GRADUATE STUDENT RESEARCH GRANT APPLICATION FORM**

**TITLE OF RESEARCH PROPOSAL:**

**Graduate Student:**

**E-mail:**

**Telephone:**

**Faculty Supervisor:**

**E-mail:**

**Telephone:**

**Additional Co-Investigators: (List names)**

**ETHICAL REVIEW:**

Ethics Approved:            Yes            No

Pending:                    Yes            No

Date of ethical approval received/or expected (must be within 3 months of receipt of the award): \_\_\_\_\_

**THESIS DEVELOPMENT**

At what stage are you in your thesis/dissertation proposal development?

Working on the first draft of the proposal

Proposal reviewed by advisor

Proposal reviewed by advisor/committee

Proposal submitted for defense

Date of expected thesis/dissertation defense: \_\_\_\_\_

Proposal defended:

Date thesis/dissertation defense: \_\_\_\_\_

Other? Please describe.

## **ADDITIONAL FUNDING**

Do you currently hold any other funding, or have you applied for any other funding for this project?

Yes

No

If yes, please provide funding details (agency name, amount funded, funding period, % of overlap with the current project and describe the extent of overlap).

## **PARTIAL FUNDING**

**Please Note:** Requests for full funding of a project will be given higher priority than requests for partial funding. If requests are for partial funding, applications must explain their plans to secure additional funding to ensure their projects will be successfully implemented.

Does your project involve a request for partial funding?

Yes

No

If yes, please explain your plans to secure additional funding to ensure your project will be successfully implemented.





## **BUDGET**

**Summarize your budget. All items must be detailed in the Budget Justification and Explanation Section. Please ensure this information is comprehensive and accurate. Please consult the MCNHR for current rates for personnel. MCNHR will not provide additional funding for costs incurred above what is outlined in your budget.**

<b>Item</b>	<b>Amount</b>
Salaries	
Materials/Supplies	
Equipment	
Travel	
Other	
Total Project Costs	
Total Amount Requested	

**Applications requesting more than \$3,000 for Masters students and \$5,000 for PhD students will not be considered.**



### **Budget Justification and Explanation Section**

Provide a clear and detailed justification for each budget item and relate it to the objectives and requirements of the proposed research (maximum 2 pages).

## **RESEARCH PROPOSAL**

Provide a description of the project, not to exceed five (5) typewritten, single-spaced pages (excluding appendices and references). Applicants must use 12-point font and a minimum 2-cm margin around all attached documents, including the research proposal.

### **The 5-page research proposal should address:**

- Statement of the Research Problem/Purpose/Objectives
- Review of the Literature
- Conceptual Framework (if applicable)
- Methods: Design, Sample, Setting, Measurement, Procedure, Time Frame
- Data Analysis Plan
- Dissemination Plan
- Significance

### **Additional pages may be used for appendices and references.**

- Appendices should be limited to relevant support documents, such as copies of data collection forms and consent forms.
- References

Please be sure to do a final review of your application prior to submission ensuring readability, clarity, editing, proof-reading and completeness of the application against the evaluation criteria.

To submit your application, go to the following link:

[https://umnursing.ca1.qualtrics.com/jfe/form/SV\\_dgxJNcZQ34TLMHP](https://umnursing.ca1.qualtrics.com/jfe/form/SV_dgxJNcZQ34TLMHP)

## **GRADUATE STUDENT RESEARCH GRANT**

### **APPLICATION FORM CHECKLIST**

#### **CHECK OFF ( ✓ )**

- Application form is completed.
  
- Letter of approval by Research Ethics Board attached or status noted.
  
- Budget completed.
  
- Body of the research proposal (excluding appendices and references) is not more than 5 single-spaced typed pages.
  
- Application has been reviewed by faculty supervisor.