



RESEARCH & INNOVATION COLLABORATION GRANT GUIDELINES

AWARD DESCRIPTION

The Research & Innovation Collaboration Grant is funded through the St. Joseph's Healthcare Foundation and is intended to support an innovative collaboration between researchers at The Research Institute of St. Joe's Hamilton ("RSJH"), as well as external partners.

FUNDING

The value of the grant is a one-time award of up to \$50,000 (CAD). The funds are not transferable, and will be held in a research account at RSJH. Funding will generally start in September and there will be no option for renewal. The number of awards on offer for any given year's competition is dependent upon funding availability and will be communicated on The Research Institute [website](#).

PROJECT REQUIREMENTS

The research proposal must adhere to the following requirements:

1. Timeline cannot exceed 2 years from the start of the grant funding, and must start in the fiscal year of the grant competition.
2. Project must be a new collaboration.
3. Project must include co-applicants from different research areas and/or an external collaborator.
4. Approval from the Hamilton Integrated Research Ethics Board (HiREB) is required, where applicable.

APPLICANT ELIGIBILITY

1. Applicants must be affiliated with The Research Institute of St. Joe's Hamilton (002-RSJ-H Research Affiliation with Research St. Joseph's-Hamilton policy); in good standing.
2. There must be at least 1 co-applicant per application, which can be internal or external to the organization.

3. Applicants must be principally located at one of the St. Joseph's Healthcare Hamilton campuses and must qualify as an independent researcher as defined by CIHR (<http://www.cihr-irsc.gc.ca/e/34190.html>).

PREPARATION OF APPLICATION

Please go to the Research Institute of St. Joe's Hamilton [website](#) to access the application. **Applicants must submit their application no later than 11:59pm EST on April 30th.**

Late or incomplete submissions will not be accepted under any circumstance.

REVIEW PROCESS

Applications will be reviewed by a committee (hereinafter referred to as the "Committee") struck by the Business and Programs Manager. A peer review of the application will be conducted by the Committee. The review criteria for the Application includes

- Applicant and co-applicants' Curriculum Vitae
- Publication activity
- Other research activity i.e. abstracts, patents
- Originality
- Background preparation
- Research Project – Design, Feasibility, Impact
- Research resources
- Future outcomes and impact

NOTIFICATION OF AWARDS

The following conditions will be observed when notifying applicants on the status of their application:

- The recommendations of the Committee will be forwarded to the Scientific Director who is the final authority for approval.
- The deliberations of the Committee are confidential.
- All awardee(s) will be required to sign a terms and conditions agreement prior to receipt of funding.
- All applicants will be notified of the results of their application in July

REPORTING REQUIREMENTS

The Award Recipient must complete a progress report on the anniversary of the award. This report will be reviewed by the Scientific Director and the recipient will be notified accordingly. A final report will be due to RSJH upon completion of award term