



# WE-SPARK Health Institute Igniting Discovery Grants Program Incentive Grants Program 2022 Guidelines

## IGNITING DISCOVERY GRANTS PROGRAM

The WE-SPARK Igniting Discovery Grants Program is an annual grant program to invest in emerging, innovative, and novel health research and education projects that are aligned with WE-SPARK Health Institute's mission and strategic priorities.

### RESEARCH AREAS

The Igniting Discovery Grants will provide funding to promote the development of early-stage, innovative health research and health education projects in Windsor-Essex. These projects may include studies related to emerging topics in health, addressing gaps in healthcare needs, igniting new health ideas, generating, and disseminating knowledge, and sparking collaborations. The intent is to:

1. Provide new research teams/ research programs with support to pursue quality projects.
2. Encourage exploratory and discovery-oriented projects.
3. Boost collaborations in the Windsor-Essex community and beyond.

These grants are intended to provide seed funding which could potentially be leveraged to generate interest and eagerness in the Windsor-Essex health research environment, result in practice changes and/or policy reform, create a wider and all-encompassing health research portfolio in Windsor-Essex, and obtain new funding from other sources.

### ELIGIBILITY

#### **To be eligible to apply, you must:**

1. Be a Principal Applicant (PA) that holds an MD or PhD, and/or must be a Core member of WE-SPARK. Eligibility for Partner Priority funding opportunities will depend on the Partner and their mandates.
  - a. The term of affiliation must at least cover the proposed project period.
2. Not have secured funding for the research project you are proposing for this grant program.

Co-applicants must have either Core Membership or an Affiliate Membership with WE-SPARK.

#### **Location of Project:**

The research activity is expected to be primarily performed at 1 of the WE-SPARK Partner Institutions. If another location is proposed, strong justification must be provided.

#### **Multiple Applications:**

1. An individual cannot submit more than 1 application as PA per grant competition. This individual may however participate as a Co-applicant or Collaborator on other applications.

**Subsequent Funding:**

An eligible PA who has held an Igniting Discovery Grant is permitted to be a PA on a subsequent Igniting Discovery Grant application if:

1. The previously held Igniting Discovery grant is completed with all funds spent and a final report submitted; and
2. The subsequent application is for a research project or program that was not previously supported by an Igniting Discovery Grant or other external funding.

**FUNDING**

One-year grant(s) will be awarded and are expected to be used for approved research-related expenditures. This grant is intended to support research consumables and non-consumables, salaries for research personnel, small equipment (under 5K), costs of workshops/meetings, travel costs for research conferences, and publication costs of research conducted.

**Non-eligible Expenses:**

1. Faculty or Clinician salary
2. Tuition support
3. Office equipment

**Management of Funds:**

Funds will be administered either through: 1) Office of Research & Innovation Services (ORIS) at the University of Windsor (for PAs holding an appointment at the University of Windsor, Hotel-Dieu Grace Healthcare or Windsor Regional Hospital); or 2) Applied Research & Development Office at St. Clair College (for PAs holding an appointment at St. Clair College).

**Conditions of Funding:**

1. Awardees are required to attend a public presentation to receive their awards.
2. Should the applications be approved for funding, any Research Ethics Board, Animal Care, or Biosafety certifications necessary for the research must be active before funds will be released.
3. It is the responsibility of the PA to maintain their eligibility throughout the term of the grant and to immediately notify the respective office at either the University of Windsor or St. Clair College of any changes that may affect their eligibility to continue to hold the grant.
4. Funds not spent at the end of the one-year grant term may be extended for a reasonable period upon request. Unless otherwise arranged, funds not spent by the grant end date must be returned.
5. In publications and presentation to both academic and non-academic audiences, researchers must acknowledge WE-SPARK Health Institute's support through the use of the WE-SPARK logo or a statement (i.e. "This study was supported by an Igniting Discovery Grant from the WE-SPARK Health Institute").

- Upon completion of the grant, the PA will be responsible for completing a final report provided by respective offices at either the University of Windsor or St. Clair College.

## EVALUATION

### Evaluation Criteria:

<b>Merit/ Quality of Research Proposal</b>	<ol style="list-style-type: none"> <li>Proposed research program is clear, innovative</li> <li>Methodology is clearly defined and appropriate</li> <li>Proposed research considers equity, diversity, and inclusion as well as sex/gender appropriately</li> <li>Proposal distinguishes how funding is distinct from other funded programs</li> <li>Proposed research is feasible with respect to team, timelines, proposed methods, budget, etc.</li> </ol>
<b>Excellence of Research Team</b>	<ol style="list-style-type: none"> <li>Researcher/ research team is appropriate and complete</li> <li>Role of research member(s) clearly defined</li> <li>Potential for adding new health research capacity in a critical area</li> </ol>
<b>Impact of Research</b>	<ol style="list-style-type: none"> <li>Potential of proposed research to capture new, larger grant funding in the future</li> <li>Potential of proposed research in having ground-breaking advancements in health, clinical/health education practices, health-tech or health policy</li> </ol>

### Other qualifiers that will be evaluated:

- Has the proposed research been submitted to a priority research announcement?
- Applicant's institution and department (equitable distribution of grants to partner institutions)

## INCENTIVE GRANTS PROGRAM

The WE-SPARK Incentive Grants Program is designed to support health research projects and researchers who have been unsuccessful towards recent external National and/or International health funding competitions to support research activities for the subsequent development of a stronger, more competitive, and enhanced submission to a future application round.

## RESEARCH AREAS

The Incentive Grants are aimed to provide bridge funding to any health proposal that was unsuccessful in any health funding opportunity (examples include, but are not limited to CIHR, Canadian Cancer Society, Cancer Research Society, Lung Health Foundation, etc.) over the past 12 months. If you are unsure of whether the funding opportunity/ program you had previously submitted your proposal to is eligible, please contact someone in your respective Research & Innovation Office.

## ELIGIBILITY

**To be eligible to apply, you must:**

1. Be a Principal Applicant (PA) that holds an MD or PhD, and/or must be a Core member of WE-SPARK.
2. Have submitted an unsuccessful application to a National/International Health Funding opportunity over the past twelve (12) months as of the date of this application.
3. Resubmit to the same funding opportunity (or similar, if the funding opportunity was a unique one-time opportunity) no later than twelve (12) months following the completion of this grant.

#### **Multiple Applications:**

1. An individual cannot submit more than 1 Incentive Grant per grant competition.

#### **Subsequent Funding:**

If you have received an Incentive Grant in the past:

1. **And resubmitted an application** within the specified timeframe, you will need to justify how your current unsuccessful research proposal *significantly* differs from the one you previously received an Incentive Grant for to support resubmission.
2. **And failed to resubmit an application** within the specified timeframe, you will be deemed ineligible for further funding from a subsequent Incentive Grant.

## **FUNDING**

The maximum funding available for each Incentive Grant is \$40,000. Financial contributions for this program are subject to availability of funds. These are one (1) year grants. Grant dollars are to be used to generate preliminary data, develop research tools, build collaborative research teams, pay research salaries, or other activities that will strengthen the initial proposal.

#### **Management of Funds:**

Funds will be administered either through: 1) Office of Research & Innovation Services (ORIS) at the University of Windsor (for PAs holding an appointment at the University of Windsor, Hotel-Dieu Grace Healthcare or Windsor Regional Hospital); or 2) Applied Research & Development Office at St. Clair College (for PAs holding an appointment at St. Clair College).

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5. Upon completion of the grant, the PA will be responsible for completing a final report provided by respective offices at either the University of Windsor or St. Clair College.

#### **TIMELINES FOR BOTH GRANTS PROGRAMS**

<b>February 25, 2022</b>	Grants programs launched.
<b>April 1, 2022</b>	Letters of Intent (LOIs) to be submitted through REDCap.
<b>May 6, 2022</b>	Final grant applications and packages to be submitted through REDCap.
<b>July 2022</b>	Notices of decisions.
<b>September 2022</b>	Funding start date.

#### **Contact Information**

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