



UNIVERSITY OF  
CALGARY

# ***Virtual Seminar: Writing a Research Proposal***

***October 8<sup>th</sup>, 2020***

*Indigenous Primary Health Care and Policy Research (IPH CPR) Network in Alberta*

- We would like to ask all attendees to turn their videos and microphones off.
- Please use the chat-box for addressing your questions. Our team will facilitate the discussion process.
- A survey will be put into the chat-box about 5 minutes before the end
- Please be reminded that this session is recorded and will be uploaded on the IPHCPR Network's website to help inform our combined efforts.

**Thank you for attending!**



UNIVERSITY OF  
ALBERTA



MOUNT ROYAL  
UNIVERSITY  
1910



Queen's  
UNIVERSITY



CIHR IRSC

Canadian Institutes of Health Research  
Institut de recherche en santé du Canada

---

**VIRTUAL SEMINAR:**

**WRITING A  
RESEARCH PROPOSAL**

**INDIGENOUS PRIMARY  
HEALTH CARE AND  
POLICY RESEARCH  
NETWORK (IPH CPR)**

DR. PAMELA ROACH, PHD

OCTOBER 8, 2020

# OVERVIEW

- Seed grant application
- Graduate Stipend application
- Meeting Planning Grants
- Things to keep in mind when writing proposals
- Q&A



# SEED GRANT APPLICATIONS

DEADLINE: OCTOBER 31, 2020 AT 11:59PM MST



# SEED GRANT: INFORMATION

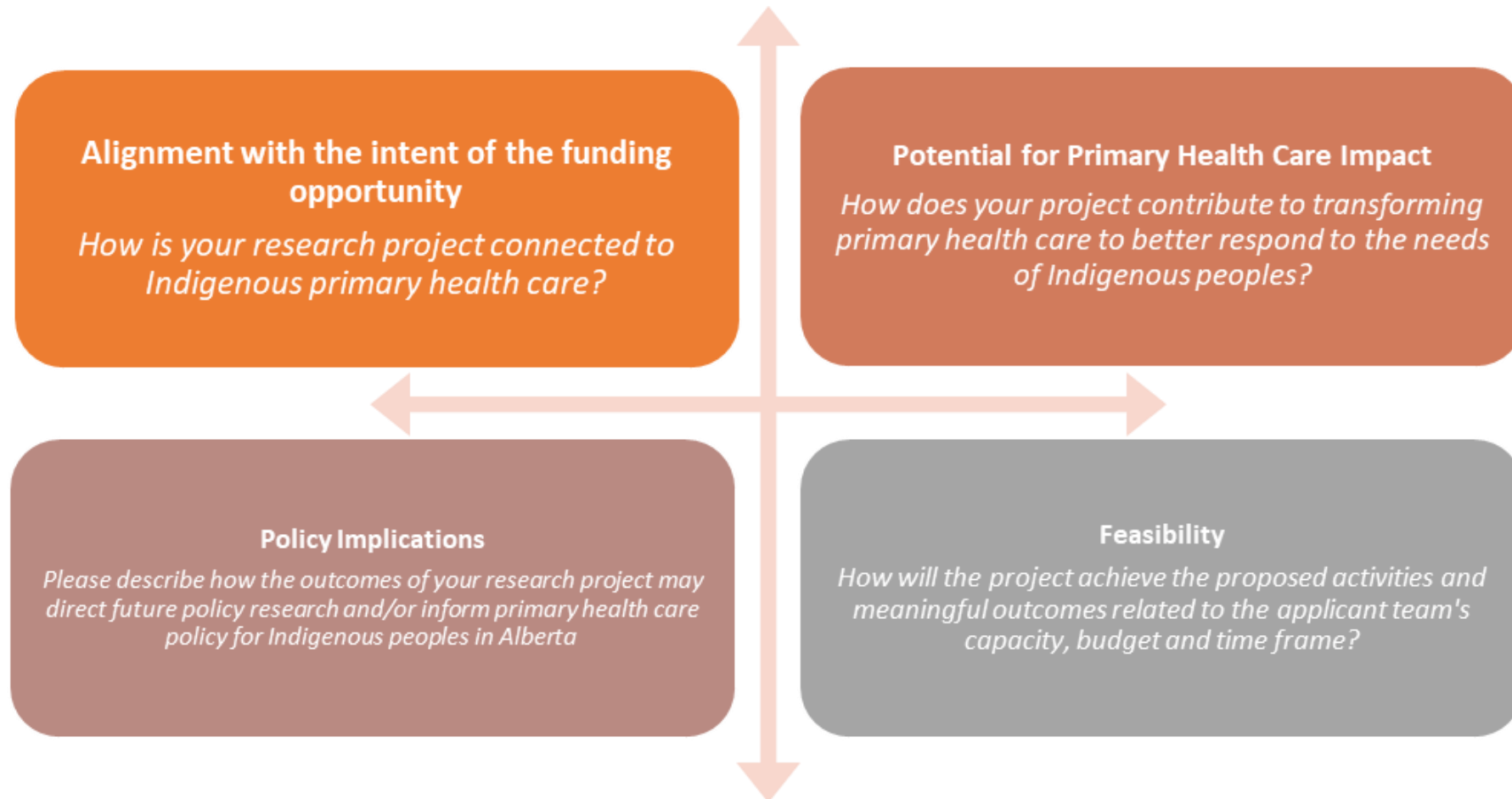
Purpose: To promote Indigenous led primary health care and policy research, the IPHCPR Network invites applications to the Network's Annual Seed Grant Competition. This funding opportunity is intended to spark community driven research that facilitates Indigenous primary health care system innovation and transformation within Alberta. Five grants of up to \$15,000 each will be awarded. Applications should focus on possibilities that have the potential to inform Indigenous primary health care and/or policy, recognizing that primary health care encompasses a broad approach to wellness promotion and disease prevention, that incorporates a comprehensive understanding of complex factors that impact health.

Eligibility: In partnership with First Nation, Métis, and Inuit (FNMI) community organizations, associations, groups or teams, including FNMI-partnered leadership or providers connected to PHC. Organizations or communities providing PHC services or support to Indigenous peoples living off reserve or in urban centres

How to Apply: Complete a proposal and budget using the Project Proposal and Budget forms. Email in either word or pdf format to: [iphcpr@ucalgary.ca](mailto:iphcpr@ucalgary.ca). The deadline to submit an application is October 31st, 2020 at 11:59pm MST.  
<https://www.iphcpr.ca/funding-opportunities>

Review Process: A confirmation email will be sent for all applications received within 48 hours of submission. Received applications will go through administrative review to ensure completeness. Complete applications will then be reviewed by an adjudication committee assessing each based on listed criteria listed.

# SEED GRANT: EVALUATION CRITERIA OVERVIEW



# SEED GRANT: DETAILS

Notice of Decision: The successful applicants will be announced on **November 16, 2020**.

Funding: The program year from implementation is **December 1, 2020** to **November 30, 2021**. The primary applicant will hold the funds through their affiliated organization. Successful projects will be required to submit a project report at the end of the term and complete IPHCPR impact and quality improvement surveys.

Research Support: IPHCPR will provide support to successful applicants and teams (if interested or need identified) through mentorships and research-related activities and events including:

1. Match interested applicants with potential partners (e.g., academic or community-based) to grow capacity for research partnerships
2. Monthly collaborative meetings with IPHCPR investigator and IPHCPR annual seed grant holders
3. Two research workshops related to identified learning needs of seed grant holders
4. Consultation with academic researcher from network for specific method direction and support
5. Invitation and support to present a research poster at the IPHCPR annual scientific conference
6. Assistance with identification of where ethics should be submitted and provide support if submitted through University of Calgary

# SEED GRANT:APPLICATION

- Title of the proposal  
Be concise but still give a description of the project. What will you be doing and where/with who?
- Study Objectives and Design (750 words)  
Background – what is the evidence? What makes this topic important to address now/what are the gaps?  
Research Question – what do you want to know?  
Design – how do you propose to explore this topic? Describe any methods you plan to use and make it clear how they will answer the question you have asked.
- Alignment with the Intent of the Funding Opportunity (250 words)  
How is your research connected to Indigenous primary care? Description of services, or partners, communities.
- Potential for Primary Health Care Impact (250 words)  
Intended outcomes, how does this improve care? How will the work or the outcomes of the work improve care/services/systems for Indigenous people?



# SEED GRANT:APPLICATION

- Policy Implications (250 words)

How outcomes may direct future policy for primary care for Indigenous people in Alberta? Even if you don't think the immediate outcomes may impact policy, how could this work influence policy? For your organization or more broadly?

- Feasibility - how will you achieve this ?

Project team and experience of each member (250 words), you can also upload your CV/resume (optional)

Budget template (coming up)

Table describing objectives (500 words)

Anticipated project objectives	Initiative for each objective	Outcome with timeline

# SEED GRANT:APPLICATION

- Additional sources of funding , either received to date or how you will leverage other sources? (250 words)
- Research Support: Reflecting on your teams' experience and project goals, how can the IPHCPR Network support your research needs? Are there any specific learning or mentorships opportunities that you can identify?

# SEED GRANT: BUDGET

NEIHR+IPHCPR+annual+seed+grant+budget+template+2020-08-31 - Excel

File Home Insert Page Layout Formulas Data Review View ACROBAT Tell me what you want to do...

B9

1 Indigenous Primary Health Care and Policy Research Network (IPHCPR) Annual Seed Grant Competition

2 Indigenous Led Innovations in Care

3

4 Project Title:

5 Applicant(s):

6

7

Expense #	Type of Expense	Timing of Expense	Total Cost (CAD)	Description
1	Remuneration			
2	Travel			
3	Product Development and Promotion			
4	Consulting			
5	Software			
6	Research			
7	Surveys			
8	Meetings and Events			
9				
10				
11				
12				
13				
14				

Budget Input Sheet Expense Types

## Types of Expenses:

- Remuneration
- Travel
- Product Development and Promotion
- Consulting
- Software
- Research
- Surveys
- Meetings and Events
- Website Dev/Hosting



# GRADUATE STUDENT STIPENDS

DEADLINE: **NOVEMBER 27TH 2020 AT 5:00PM MST**



# GRADUATE STUDENT STIPENDS: INFORMATION

- Six \$6,000 stipends will be awarded in 2020-2021
- Eligible Activities: Activities to support the graduate students' **mentorship** needs are eligible. The funds could be used to offset travel to be with mentors, Elders, attend community celebrations and ceremonies, and could also support access to any academic or personal development resources such as courses or workshops.
  - Considering the value of direct research experience with established Indigenous health researchers, the funds awarded to the graduate student could also be used for self-funding their time as research associates in existing projects.
  - No supervisor project or university overhead costs can be deducted from the funds.
- Applicant eligibility: Self-identified FNMI students enrolled full-time in a Masters or PhD degree program relevant to Primary Care and engaged in research at a post-secondary academic institution in Alberta.

# GRADUATE STUDENT STIPENDS: DETAILS

- MSc stipends are renewable once (i.e. maximum of 2 awards lifetime per MSc student)
- PhD stipends will be renewable twice (i.e. maximum of 3 awards lifetime per PhD students), as long as the stipend requirements are met.
- Students may not concurrently hold Graduate Student Mentorship Stipends from the AIM-HI Network and the Indigenous Primary Health Care and Policy Research (IPH CPR) NEIHR.
- The application deadline is 17:00 (Mountain) on Friday, November 27, 2020.

<https://www.ucalgary.ca/network/aim-hi/student-funding/graduate-student-mentorship-stipend-0>

# GRADUATE STUDENT STIPENDS: WEB FORM APPLICATION

- Student Biography (150 words)

Tell us about yourself!

- Mentorship and Individual Development Plan (1000 words) Proposes the activities you require to support and complement your success in your academic program.

This is the largest section so spend a lot of time here. What kinds of activities do you want to do and how will that help you?

- Proof of Engagement- Provide a description of the members of your mentorship team and their roles in your career development. (500 words)

Letters of Support may be supplied

# GRADUATE STUDENT STIPENDS: WEB FORM APPLICATION

- Budget: Provide your proposed budget that appropriately supports mentorship activities. This can be a description on a word document, or an excel spreadsheet. Essentially, how you plan to use the stipend.

## Examples:

Travel

Funds for ceremony or engagement with community/Elders

Professional/personal development courses or workshops (e.g. OCAP training)

Ability to self-fund some work with Indigenous researchers

- Describe how your research interests and/or research project relates to the overall vision of the Indigenous Primary Health Care and Policy Research Network and contributes to Indigenous Primary Health Care and Policy Research (500 words) <https://www.iphcpr.ca/>





# MEETING PLANNING GRANTS

ACCEPTED ON AN ONGOING BASIS



## MEETING PLANNING GRANTS: DETAILS

- Each year, the IPHCPR Network will fund a meeting grant competition to support up to five applicant teams with up to \$2,500 to bring together stakeholders and communities to address relevant topics of interest around which they aim to build innovation and knowledge.
- Meetings will be defined and driven by communities and their service/policy partners. Funded teams will be asked to provide a post-meeting report on knowledge shared, lessons learned and visions to move forward.
- Submissions must include the completed application form in PDF or Word format and completed budget template in order to be considered by the Review Council. Up to 3 additional documents may be considered if included, but all information indicated as needed for the application should appear in the application form and budget
- **COVID-19 Precautions:** All funded applicants must adhere to the Government of Alberta recommended guidelines and restrictions on gatherings and cohorts.

# MEETING PLANNING GRANTS:APPLICATION

- Topic of Meeting (350 words)

Topic of Interest- What do you want to explore during this meeting? What informed your decision to explore this topic?

- Meeting Objectives and Attendees

What do you hope to accomplish during this meeting? (250 words)

Who do you plan on inviting to this meeting? (50 words)

- Vision for Moving Forward

How do you plan on using the information gathered during the meeting? What will your next steps be? (250 words)

- Alignment with The IPHCPR Network

How is this meeting connected to Indigenous primary health care? (250 words)

- Feasibility of Project

Using the budget template provided, include a detailed budget for your requested grant amount.



# PROPOSAL/APPLICATION WRITING



BROAD – NARROW – BROAD



# RATIONALE

## Seed Grant

- Narrow a topic
  - Gather background information
- Explore potential questions
  - Identifying gaps in the research
  - Relation to funding priorities
- Develop a specific question
  - Appropriate complexity, clarity, focus
  - Relate your design, activities and budget back to your goals

## Student Stipends

- What is the purpose of the stipend?
- What are your goals? rationale
- Relation to funding priorities
- Relate activities and budget back to achieving goals & outcomes

## Meeting Planning Grants

- What is the purpose of the meeting?
- What are your goals? rationale
- Relation to funding priorities
- Relate activities and budget back to achieving goals & outcomes of meeting

# TELLING THE STORY IN YOUR APPLICATION

- Rationale:
  - Clear statements, think of leading the reader (adjudicator) through your story. This looks a little different in each application but fundamentally....You are telling us why. Why this topic? Why is it important? Why you? Why now?
- Project Design/Mentorship Plan/Meeting (AKA The Details!):
  - What will this look like? How do these activities answer the questions above? Include details, be specific.
- Implications/Outcomes:
  - Connects back to the rationale. Your outcomes help fill that gap you mentioned in the introduction/rationale/plan and it should be clear how the details (design/plan) achieve these outcomes to fill that gap.
- The red thread... you are telling a story of why an area is important, how you will do it, and what it means...
  - OR: what has happened, what will happen now, and what will happen next

# WHAT'S NEXT?

Seed Grant deadline: October 31<sup>st</sup>, 2020

Graduate Stipend deadline: November 27<sup>th</sup>, 2020

Meeting Planning deadline: ongoing

## Questions?

[iphcpr@ucalgary.ca](mailto:iphcpr@ucalgary.ca)

<https://www.iphcpr.ca/>

## Links:

<https://www.iphcpr.ca/funding-opportunities>

<https://www.ucalgary.ca/network/aim-hi/student-funding/graduate-student-mentorship-stipend-0>

**Make your story easy to read, easy to connect through each section; and clear why it's important that you (&/or the team) do *this* work at *this* time.**





UNIVERSITY OF  
CALGARY

# ***Virtual Seminar: Writing a Research Proposal***

***October 8<sup>th</sup>, 2020***

*Indigenous Primary Health Care and Policy Research (IPH CPR) Network in Alberta*

- We would like to ask all attendees to turn their videos and microphones off.
- Please use the chat-box for addressing your questions. Our team will facilitate the discussion process.
- Please be reminded that this session is recorded and will be uploaded on the IPHCPR Network's website to help inform our combined efforts.



UNIVERSITY OF  
ALBERTA



MOUNT ROYAL  
UNIVERSITY  
1910



Queen's  
UNIVERSITY

**Thank you for attending!**



CIHR IRSC

Canadian Institutes of Health Research  
Institut de recherche en santé du Canada