

# Breathing as One - Boehringer Ingelheim Canada/ CIHR-ICRH: COPD Catalyst Grant Competition

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## *Guidelines for Applicants: 2020 Competition*

### **Contents**

Introduction .....	1
Purpose .....	1
Funding Available.....	2
Eligibility.....	2
Deadlines .....	3
Documentation.....	3
Use of Awards.....	4
Employment Under Grants.....	6
Administration .....	6
Breathing as One - Boehringer Ingelheim Canada/CIHR-ICRH: COPD Catalyst Grant Important Dates ..	7

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### **Introduction**

Breathing as One is a national fundraising campaign that supports The Lung Association’s innovative National Respiratory Research Strategy (NRRS). The NRRS is an initiative of The Lung Association, in collaboration with the Canadian Thoracic Society and the Canadian Respiratory Health Professionals. The NRRS advances the prevention, detection, management, and treatment of breathing disorders and respiratory diseases to improve the lung health of Canadians by funding research, enhancing and integrating training for researchers, and supporting knowledge translation.

### **Purpose**

The *Breathing as One – Boehringer Ingelheim Canada/CIHR-ICRH COPD Catalyst Grant* competition promotes innovative research related to the treatment/quality of life, mechanism of disease, and health care services for chronic obstructive pulmonary diseases (COPD). Catalyst grants are scalable research studies that can be pilot studies, feasibility studies, translational studies, and novel and innovative approaches.

Applicants should be creative and think broadly. To this end, submissions to this competition should only be made for **new project ideas and not the continuation of an existing project**. Even though the long-term goals for a project may extend beyond the means and timeline of this grant, within one year the results of Catalyst projects should enable the development of funding proposals that are eligible for submission to national or international peer-reviewed competitions.

## Funding Available

The partnership with Canadian Institutes of Health Research (CIHR)-Institute of Circulatory and Respiratory Health (ICRH) increased the total funding amount available for the 2020 competition to \$120,000. The maximum amount per grant is \$30,000. The funding is for one year and is non-renewable.

Of this \$120,000:

- \$60,000 is available to fund 2 grants for nominated principal applicants who are Early Career Investigators (ECIs). An ECI is defined as a researcher who has held an independent research appointment for a period of 0 to 60 months at the competition deadline date. All those who held ECI status as of March 1, 2020—or who secured their first academic appointment after this date—will have their status extended by one year.
- Any remaining funds will be applied to the next highest ranked application.

Funding for this competition has been provided by a donation from Boehringer Ingelheim Canada to The Lung Association's Breathing as One campaign for lung research and a partnership with the CIHR-ICRH. Boehringer Ingelheim Canada is not involved with adjudication or the funding decisions for this competition.

## Eligibility

- A. Applications will be considered for innovative research proposals related to the treatment/quality of life, mechanism of disease, and health care services for COPD. Applications deemed outside these areas will be eliminated from the competition.
- B. Research projects must be new and not the continuation of an existing project.
- C. Appropriate facilities must be available for the research. An institution through which the funds will be administered also needs to be identified and this [institution must be authorized](#) to administer CIHR grant and award funds (see a list of authorized institutions at: <http://cihr-irsc.gc.ca/e/36374.html>).
- D. The [nominated principal applicant](#), who is the principal investigator, must hold a faculty appointment at a Canadian university at the time the application is submitted.
- E. Applicants may only submit one application as a principal investigator or a co-principal investigator per year.
- F. Collaborations, particularly multi-disciplinary collaborations, are highly encouraged but must be justified.
- G. At the time of registration and for the duration of the award, the principal investigator, co-principal investigator, co-investigator(s), and collaborator(s) are not eligible if they hold or have held funding, directly or indirectly, from the tobacco and/or cannabis and/or vaping industry.

## Deadlines

### Registration

1. The applicant must register by completing and uploading the online registration form and a maximum one-page abstract of the research proposal via <https://form.simplesurvey.com/f/1/bao-copd-catalyst-grant-2020-registration> by **Friday, 8 January 2021 at 3:30 p.m. Eastern Standard Time**. The applicant is required to provide the names of all investigators, three (3) suggested reviewers, the research proposal title, keywords, and the abstract. The Lung Association will confirm receipt of the registration by email.
  - Abstract: One page (8 ½" by 11"), single-spaced, 12-point Times New Roman or 11-point Arial font. No condensed type or spacing. Leave a 2 centimetre margin around the page.

### Application submission

2. The applicant must submit their application by completing and uploading the application form in PDF format along with all supporting documentation via <https://form.simplesurvey.com/f/1/bao-copd-catalyst-grant-2020-application> by **Friday, 22 January 2021 at 3:30 p.m. Eastern Standard Time**. The online application submission form requires similar information to the online registration submission form. *Applications from applicants who did not register will not be accepted.*

### Documentation

- Use 8 ½" by 11" paper, typed on one side only and single-spaced.
- Use 12-point Times New Roman or 11-point Arial font. Condensed type or spacing is not acceptable.
- Leave a 2-centimetre margin around the page.
- No photo-reduction except for figures.
- Attachments must be uploaded in PDF format (unprotected).

The applicant is asked to provide concise answers to all questions on the application form.

Before having the application signed by those authorized to do so on behalf of the institution, the applicant should ensure that the application is fully complete and includes sufficient information to permit a thorough assessment of the research proposal. Applications that do not contain all the necessary information may be withdrawn from the competition. The time between the closing dates for submission and the meetings of the adjudication committee does not permit consideration of late or incomplete applications.

The Canadian Lung Association assumes no responsibility to follow up with applicants who submit incomplete applications. **The responsibility to ensure the application is complete, including all required signatures, rests with the applicant.**

- Applications submitted after the deadline will be considered late.
- The Canadian Lung Association reserves the right to withdraw late or incomplete applications, or those exceeding page limitations, from the competition.

## Grant proposal

The proposal should focus on the hypotheses to be tested, the background, the approach and the knowledge translation plan. The application should outline methods that are critical to the proposal and avoid explaining detailed technical methods.

- Maximum of three (3) pages, excluding references, tables, charts, figures, and photographs, etc.
- Maximum of two (2) pages of additional materials such as references, tables, charts, figures, and photographs, etc.

## Investigators and co-applicants

Applications may be submitted by one or more investigators. If the proposed research entails significant collaboration with investigators not named as co-applicants, the applicant should include a signed statement of support for each collaborator(s).

## Progress reports

All investigators receiving a Catalyst Grant must submit a progress report to The Lung Association.

## Ethics approval

The application must be approved by the principal investigator's institutional Ethics Committee for human or animal experimentation, and biological/chemical hazards.

Ethics approval should be submitted with the application if possible. If this is not possible, ethics approval must be sent to the Lung Association before this portion of the funds can be released.

## Budget justification

- **Salaries and benefits:** Provide names, if known, categories of employment, and proposed salaries including non-discretionary benefits of all personnel identified in the budget.
- **Experimental animals:** Include species to be used and sample size justification along with calculations, if applicable. Provide a breakdown for procurement, breeding, boarding, and feeding. Where possible, include a copy of the institution's standardized costs for these tasks as they vary from institution to institution.
- **Materials and supplies:** Provide details and justify/explain major items. Do not simply list items.
- **Others:** Provide justification/explanation for each item listed.

**Financial support (if applicable):** Provide a brief explanation of any financial (not in-kind) contribution from other sources, if applicable. If any of the investigators on the research proposal hold financial (not in-kind) support from other sources or if they are applying for other funding, the application must describe the degree of overlap with the current application. This includes awards funded or applied for from all sources. It should be indicated whether the proposal is being presently funded, applied for, or renewed. All funding sources must be disclosed. Priority will be given to scientifically excellent research proposals that are not currently funded from other sources.

## Use of Awards

### Indirect costs policy

The Lung Association supports only the direct costs of research. No funding is to be used for indirect costs of research. The definition of indirect costs of research for the purposes of this policy is costs which cannot be directly associated with a particular research program or operating grant including costs associated with the general operation and maintenance of facilities (from laboratories to libraries),

the management of the research process (from grant management to commercialization), and regulation and safety compliance (including human ethics, animal care, and environmental assessment).

## **Categories of expenditures**

Grantees are allowed discretion in the categories of expenditures within the approved budget. Prior approval of The Lung Association should be obtained before any major changes are made in the way the grant funds are spent.

The Lung Association-funded research and training grants do not provide for institutional overheads and/or indirect costs of research or clinical care. Limitations specified in the grant notification must be respected.

## **Excess expenditures**

Any commitments or expenditures incurred by a grantee in excess of the grant funds or beyond the term of the grant are the responsibility of the grantee. Salary approvals and other special authorizations may be given by The Lung Association subject to available funds.

## **Ineligible expenditures**

- Catalyst grant funds may not be used to pay fees for membership in scientific societies or for journal subscriptions.
- Catalyst grant funds may not be used for travel costs.
- Catalyst grant funds may not be used to purchase equipment.

## **Publication costs**

It is acceptable to include an anticipated publication cost of a maximum of \$2,000 in total into the expendables category of the budget.

## **Transfer of awards**

Grant funds are to be used at the institution named in the application. If the grantee moves to another institution, the funds may only be transferred with the written approval of The Lung Association.

## **Patent rights**

The Canadian Lung Association does not claim patent rights for any invention resulting from Catalyst Grant-supported research. However, grantees and/or their institutions are expected to seek patent protection for inventions or developments supported by Catalyst Grants. Grantees wishing to obtain information concerning the patents applicable to discoveries arising from their research should consult the Canadian Intellectual Property Office website at <http://www.ic.gc.ca/eic/site/cipointernet-internetopic.nsf/eng/Home>.

## **Unspent balance**

Any unspent balance at the end of the grant period reverts to The Lung Association.

## **Inability to complete research**

The institution is responsible for advising The Lung Association promptly if the grantee is unable for any reason to carry out or complete the research for which the grant funds were given.

## Acknowledgements

The Lung Association should be acknowledged in any publication arising from research supported by the grant funds. Copies of abstracts and publications arising from Catalyst Grant-supported research should be sent to The Lung Association at the time of the publication.

## Location of research

Catalyst Grant funds may only be used to support research conducted in Canada.

## Employment Under Grants

Guidelines for employment are the same as those that apply to CIHR within the Tri-Agency (CIHR, NSERC, SSHRC) Financial Administration Guide, found here: [https://www.nserc-crsng.gc.ca/InterAgency-Interorganismes/TAFA-AFTO/index\\_eng.asp](https://www.nserc-crsng.gc.ca/InterAgency-Interorganismes/TAFA-AFTO/index_eng.asp).

- A. Technicians and research assistants may be employed under grants. The institution's classification of technicians for whom funds are requested must be indicated on the application. The rates of pay shall be in accordance with the salary scale of the institution. Investigators who seek funds for the employment of research assistants must describe the role of the research assistant in the research project. Grant funds may not be used to employ practicing clinicians who wish to participate in a research project on a part-time basis, or for payments to individuals who receive remuneration for teaching or social work. Funding for graduate students follows CIHR guidelines.
- B. Individuals who are paid from grant funds are not employees of The Lung Association. Employer contributions to superannuation, group insurance, and other employee benefits normally available to the institution's employees may be paid by the institution on behalf of the individuals employed under The Lung Association's grants, and the cost of such contributions may be charged to the appropriate grant.
- C. The principal investigator, co-principal investigator, co-investigator(s), or collaborator(s) shall not receive remuneration from grant funds provided by The Lung Association through its Grants Programs. The regulations of the institution with respect to the employment of relatives apply also to the use of grant funds for this purpose. Only under exceptional circumstances will The Lung Association approve payment to members of institution staff for consultative or other services. The applicant must complete in full the section on other research funds in the application, listing not only other grant funds received or applied for but also any that overlap with the current application. A budget justification and summary page of ongoing or applied-for grants must be included as part of the application.

## Administration

The Lung Association may release scientific abstracts and lay summaries of Catalyst Grant-supported research for print and other media. Awards will be posted on The Lung Association website.

## Progress and final reports to The Lung Association

Grantees are required to document the outcomes of their Catalyst Grant-supported research and submit a progress report at the end of the funding period.

## Indemnification

The Lung Association, its directors, officers, and employees shall not be responsible for any claims or other matters arising from employment or any other matter occurring by reason of or arising out of the funding of the proposed research.

## Important Dates

1. Registration including abstract submission via <https://form.simplesurvey.com/f/1/bao-copd-catalyst-grant-2020-registration> by **Friday, 8 January 2021 at 3:30 p.m. Eastern Standard Time.**
2. Electronic copy of application submitted via <https://form.simplesurvey.com/f/1/bao-copd-catalyst-grant-2020-application> by **Friday, 22 January 2021 at 3:30 p.m. Eastern Standard Time.**
3. Notification of funding by **March 31, 2021.**
4. Funding Start Date: **April 1, 2021.**<sup>1</sup>
5. Funding timeframe: **April 1, 2021 to March 31, 2022.**<sup>2</sup>

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<sup>1</sup> Please note that the funding start date has been updated.

<sup>2</sup> Please note that the funding timeframe has been updated.

