

Description

The Alzheimer Society of Alberta and Northwest Territories presents the ***Hope for Tomorrow Dementia Research Catalyst Grants*** program. The *Hope for Tomorrow* program allows Alberta academic institutions to seek funding for research directly related to Alzheimer's disease and related dementias for an understanding of the fundamental mechanisms of the disease and/or improving the quality of life of those with these conditions. The deadline for submission of applications is Monday, October 16, 2017.

The aim of this grant is to expand dementia research in Alberta's three neuroscience institutes. The Alzheimer Society anticipates these funds will provide the impetus to enhance dementia research capacity, to address gaps in current dementia research, to obtain foundational data in new and innovative research areas and ultimately to help position Alberta as a leader in dementia research.

The following sites are invited to submit a proposal to the Dementia Research Catalyst Grants Program: the Neuroscience and Mental Health Institute (NMHI) at the University of Alberta, the Hotchkiss Brain Institute (HBI) at the University of Calgary and the Canadian Centre for Behavioural Neuroscience (CCBN) at the University of Lethbridge.

The Alzheimer Society will offer up to \$1.5 million in the Dementia Research Catalyst Grants Program.

All usual operating expenses for a research project that are consistent with Tri-Council policy on the use of grant funding (www.cihr.gc.ca) will be allowable for grants funded in the *Hope for Tomorrow* Dementia Research Catalyst Grant competition, except salaries for investigators and overhead. Final decisions on the amount of funding awarded and limitations on specific categories of spending remain with the Alzheimer Society.

Term: From one to a maximum of two years.

Amount: Up to \$500,000 per proposal with a 1:1 matching cash contribution

Submission Date: 5 p.m. MT, Monday, October 16, 2017

Alzheimer Society *Hope for Tomorrow* Dementia Research Catalyst Grant Guidelines

Applications must be submitted online using the application form available on the [Alberta Innovates application website](#).

The web application has limitations set in the number of characters permitted in each section. One page in the web form in 11-point type used is approximately 3,800 characters, including spaces.

Applications must contain the following information:

Include a completed checklist in section 6.0 of your proposal

	Section	Web Application Section #
<input type="checkbox"/>	Project Title (150 characters including spaces)	2.1
<input type="checkbox"/>	Vision Statement (1,900 characters, including spaces ~ half page)	2.1
<input type="checkbox"/>	Background/Context (1,900 characters, including spaces ~ half page)	2.1
<input type="checkbox"/>	Research Leader (nominated principal investigator)	2.1
<input type="checkbox"/>	Institutional Approvals (Signature Page)	2.2 / 6.0
<input type="checkbox"/>	Capacity Development Plan (15,200 characters, including spaces ~ four pages)	3.1
<input type="checkbox"/>	Potential linkages (1,900 characters, including spaces ~ half page)	3.4
<input type="checkbox"/>	Knowledge Transfer and Exchange (1,900 characters, including spaces ~ half page)	3.5
<input type="checkbox"/>	Project Team: Identify nominated PI and up to three Co-PIs (No limit, add as appendices)	3.7
<input type="checkbox"/>	Funding Declaration for nominated PI only. (http://prioninstitute.ca/content/programs add as appendix)	3.8 / 6.0
<input type="checkbox"/>	Common CV or NSERC Form 100 for all team members (No limit, add as appendices)	6.0
<input type="checkbox"/>	Certificates and Approvals (No limit add as appendices)	3.9
<input type="checkbox"/>	References: Literature and URLs cited (No limit, add as appendices)	3.10
<input type="checkbox"/>	Budget Spreadsheet	4.1
<input type="checkbox"/>	Other Sources of Funding	4.2
<input type="checkbox"/>	Budget Justification (3,800 characters, including spaces ~ one page)	4.3
<input type="checkbox"/>	R&D Team Data	5.0
<input type="checkbox"/>	Document Attachments	6.0

Project Title

Provide a clear, descriptive title for the proposed project.

Vision Statement

The vision statement should be brief and provide in non-scientific terms what research areas will be addressed and how the problem is being approached in this project. The statement must be written in lay terms targeted at a general audience and provide a short account of how the grant funds will be used.

If the proposal is successful, the vision statement might be used for distribution to the public through media releases or other means.

Background/Context

Provide a summary of the activities and research that will be conducted during the term of the proposal. This background should explain the overall focus and approach of the research and the roles for proposed investigators. The background should be written clearly in order for knowledgeable researchers to understand it.

Scientific Characters

- The online application's software will reformat text that uses subscripts, superscripts, bold and italic formats to regular text.
- If a section in a proposal requires specialized formatting of text (bold, italic, subscript and superscript), tables or images, you may add the section as a Word document or PDF in the appendices (Section 6 – Document Attachments) of the proposal.
- If appending a scientific summary, tables or images, please indicate in the Project Scientific Summary if you have appended a document, for example: '*See attached scientific summary in Section 6*', or '*Refer to attached table in Section 6*'.
- The character count and all other conditions in the appended section must conform to the proposal requirements.

Research Leader

Only one investigator is to be identified as the nominated Principal Investigator who will be responsible for the administration and reporting on the progress of the proposal. Arrangements among participating researchers should be made within a project and should be noted in the proposal.

Institutional Approvals

Signatures approving the proposal must be obtained from the host institution by the applicant. A PDF of the signed approval form(s) must be attached to Section 6. - Document Attachments.

Applicants funded in this competition may be required to provide the original form(s) if the proposal is funded.

Applications originating from:

The University of Alberta: Applicants should create a Proposal via their Researcher Home Page and use the resultant [signature page to collect the required U of A signatures](#).

The University of Calgary: use the Research Services Office, Research Funding [Application Approvals web based form](#).

The University of Lethbridge: use the "Research Proposal Form" available from the U of L online portal.

To obtain signatures from Co-Investigator, use the "**Signatures and Employer's Approval**" pdf form found at the top of the application Preview screen. Co-Investigators are not required to obtain signatures from their supervisor.

For the purpose of completing the Signature Approval Forms, enter a project start date that is **no earlier than January 1, 2018** and an end date that corresponds to the duration of the proposal.

Where applicable, applicants should obtain evidence of support from collaborators in the form of a **letter of support** from the individual, group, agency or industry collaborator(s). Attach letters of support to Section 6 - Document Attachments in the application form.

Capacity Development Plan:

Provide a description of the research and other activities to be undertaken. This should include a framework for the research, background relevant to the questions to be addressed, methods and approaches to be used, use of collaborative approaches and anticipated outcomes.

Identify the institutional capacity and development objective(s) in dementia research by providing a summary of the projects which could address each objective. Identify the gaps in capacity that, if filled, will assist in reaching the objectives.

The authors should address the following questions in preparing their application:

- a. What gaps or needs or are being addressed to attain the vision within NMHI, the HBI and the CCBN for dementia research?
- b. What is the nature of the challenge(s) to be overcome?
- c. What is unique about the proposal?
- d. How might the funds empower ties between NMHI, HBI and CCBN? Are there specific elements within the proposed approach that would require and/or benefit from multi-institutional collaboration, possibly through Campus Alberta Neuroscience?
- e. How might partners be engaged?
 - o Are partners located in Alberta and the Northwest Territories?
 - o If partners are engaged, what might be the nature of their matching dollars?
 - o Are there possibilities to engage other researchers in Alberta outside of NMHI or HBI or CCBN?

- f. For the university context, briefly describe the context and track record (who are we, what do we do and why do we do it?)
- g. Describe the roster of personnel.
 - o If personnel are to include postdoctoral fellows, how will calibre be assessed for "to be appointed" positions?
- h. What are the anticipated outcomes?
 - o Identify the deliverables, and scheduled milestones
 - o How might they ultimately serve those affected by dementia in Alberta and the Northwest Territories?
- i. What might be the future directions?

Scientific Characters

- The online application system will reformat scientific nomenclature that uses subscripts, superscripts, bold and italic formats.
- If a section of the proposal requires specialized formatting of text (bold, italic, subscript and superscript), tables, charts or images, you may add the section as a Word document or PDF to Section 6 – Document Attachments as an appendix. If an attachment is added to support a section, reference the attachment in that section.

Potential Linkages

Provide strategies for exchanging knowledge including a description of partnerships with the public and private sector. The Alzheimer Society strongly encourages early interaction between researchers and potential end users during the design and throughout the period of the grant and in the utilization of results of the research findings.

Knowledge Transfer and Exchange

Applicants should determine the most appropriate users of their research outputs for maximum impact based on the overall goals of the grant.

Describe the strategy for management and protection of intellectual property, as well as the plans for handling of any new intellectual property that may arise as the result of the sponsored grant. The Alzheimer Society does not wish to hold rights to intellectual property, but wants to see intellectual property appropriately developed.

Project Team

Provide a brief description of the research experience and background of proposed investigator(s) and include the nature and extent of the collaboration between investigators. Include common CVs or NSERC Form 100s for each project team member as an appendices in Section 6 - Document Attachments of the application form.

Funding Declaration

Complete the table 'Catalyst Grant Funding Declaration', available from the Prion Institute website: <http://prioninstitute.ca/content/programs>. Identify the past five years of funding and proposals under review for the nominated Principal Investigator. Append the Funding Declaration table in Section 6.0 of the application form.

Certificates & Approvals

Where applicable, provide certificates and approvals to carry out the research (example Animal Care Certificate and Human Ethics approval).

Literature Cited

Provide complete reference information to all literature cited throughout the proposal (No limit, may add as appendices)

Detailed Budget Figures and Justification

Budgets for applications must be carefully documented and justified. Alzheimer Society funds may be used for stipends for trainees, research operating costs, equipment, costs related to national and international collaborations, allowable travel costs and other reasonable expenditures as required to carry out the grant's objectives.

Equipment required for the grant may be purchased. Individual pieces of equipment costing over \$10,000 with a maximum total equipment cost of \$250,000 per application is permitted. Written quotations for the purchase of equipment over \$10,000, or two quotations for equipment items over \$50,000, must be included in Document Attachments – Section 6 of the application. Anticipated users should be described for equipment item. Equipment service contracts of up to \$50,000 per year per application for multi-user items are also eligible. The users benefitting from maintaining shared equipment in working order should be specified.

Identify sources of revenue including the name of partners and the amount they are expected to contribute. There is a requirement for other funders to contribute directly to proposal costs in the form of a cash contribution equal to or greater than the amount requested from the Alzheimer Society. In the event of a reduced cash match, the awarded budget envelope will be at the discretion of the Alzheimer Society. In-kind contributions are not eligible.

Partner letters of support confirming cash matching may be included in the application or sent by email to ron.clarkson@albertainnovates.ca, no later than December 1, 2017. Letters sent after the application deadline must reference the proposal application number.

Project expenses must be consistent with the Tri-Council policy on the use of research grant funding, which is available at www.cihr.gc.ca

R&D Team Data - Enter a list of co-investigators.

Document Attachments

Attach final documents only. If you attach a document in error, the document can be deleted or removed.

Proposal attachments are;

1. **Research Capacity Development plan** - Append this section to the proposal if scientific nomenclature, text (bold, italic, subscript and superscript), tables, charts or images, are a part of your proposal.
2. **Certificates & Approvals forms** where available (examples; ethics approval, animal care certificate)
3. **Institutional Approval Form(s)** - institutional signature pages are required for all proposals. Attach a PDF of all approval forms.
4. **Curriculum Vitae** for each Project Member, in the form of a [CIHR Canadian Common CV](#) or [NSERC Form 100](#).
5. **Budget Spreadsheet** - Excel Budget spreadsheet available from the Prion Institute website: <http://prioninstitute.ca/content/programs>.
6. **Other attachments/Letters of Support** to support the proposal
7. **Alzheimer Society Guidelines Application Checklist** (Guidelines page 2) indicating all items in the application have been completed.

Important Dates

Application Deadline Date Monday, October 16, 2017

Announcement of Results December 2017

Review Process

The Alberta Prion Research Institute will manage the application and review processes on behalf of the Alzheimer Society.

The Alzheimer Review Committee will review applications in conjunction with appropriate external peer reviewers from the international community. Decision and funding will be made after consideration of the ARC recommendations.

Terms

Evaluation of the Alzheimer Society Catalyst Grant Competition will be based on the project's success in meeting the high expectations of the competition and will be based upon the following:

- Demonstrated contributions to the Alzheimer Society goals as outlined above;
- The quality of the research;
- The quality of the participating investigators and trainees; and
- Knowledge transfer and commercialization of inventions and research results.

Monitoring

Funding recipients are required to provide reports on all grants using Alzheimer Society report forms and schedules. The Alzheimer Research Committee must be notified of, and approve, significant changes to the project plan. The funding partners reserve the right to call for early formal review and to terminate a grant if progress is judged to be less than satisfactory, or expenditures are not in alignment with Alzheimer Society policy.

Reporting

The Alzheimer Society is committed to demonstrating results to Albertans for the money invested in research, so processes for monitoring progress and appropriate use of funds, as well as for performance measurement, reporting and program evaluation, will be in place. Funding recipients must adhere to the Alzheimer Society reporting requirements and provide requested information in a timely fashion. They must contribute to the monitoring, review and evaluation of the Alzheimer Society's programs by participating in evaluation studies, program review and audits and provide data or reports as required for the purpose of collecting information to assess progress and results. They must also encourage their associates, trainees and administration to participate in the monitoring of the Alzheimer Society's programs, policies and processes as required.

Projects supported in the Catalyst Competition are required to report to Alzheimer Society using designated reporting forms and schedules.

Continuance of grants will be dependent on adherence to reporting deadlines and on scientific and administrative review at each reporting period.

Communications

Funding recipients are required to acknowledge the Alzheimer Society in any communication or publication related to the grant. Funding recipients are expected to participate in outreach activities that communicate the benefits of the research program to Albertans and beyond. The Alzheimer Society expects advance notification of public release of information concerning results from projects that they support. For further details, please contact Monique Trudelle, the Provincial Lead - Communications at the Alzheimer Society by email at mtrudelle@alzheimer.ab.ca or visit the Alzheimer Society website at <http://www.alzheimer.ca/en/ab/About-us/alberta-offices>.

Freedom of Information and Protection of Privacy Act

The Alzheimer Society is regulated by the Freedom of Information and Protection of Privacy Act of Alberta. Information provided by applicants on Personal Data Forms is for the use of the Alzheimer Society only and will not be communicated to anyone outside of those organizations, except as required by the Act, and to those involved in the grant application review process. A condition of accepting an Alzheimer Society award is that the vision statement or a summary written by staff of Alzheimer Society might be released by Alzheimer Society at any time at its discretion.

Alberta Innovates is regulated by the Freedom of Information and Protection of Privacy Act of Alberta. Information provided by applicants on Personal Data Forms is for the use of Alberta Innovates staff for the purpose of managing the application and review processes on behalf of the Alzheimer Society. This information will not be communicated in any way to anyone outside of the organization, except as required under the Act, and to those involved in the grant review processes, and organizations that partner with the Prion Institute in funding programs.

Contact Information

For questions on the Catalyst Grant guidelines, application information and the peer review process, contact:

Ron Clarkson
Director, Prion Programs
Alberta Prion Research Institute
Phone: (780) 638-3788
Fax: (780) 427-3252
Ron.clarkson@albertainnovates.ca

Forms

The application form for the Alzheimer Society – Hope for Tomorrow, Dementia Research Catalyst Grant Program is available on the Alberta Innovates application website at <https://www.fundingconsortium.gov.ab.ca/AIBio/Account>

Budget Spreadsheet and Funding Declaration forms are available from the Prion Institute Program website at <http://prioninstitute.ca/content/programs>.