



The Leroy H. le Riche Endowment for Research and Education in Substance Abuse

Guidelines and Application form

The Leroy H. le Riche Endowment for Research and Education in Substance Abuse competition is open to members of the University of Calgary, Cumming School of Medicine, who are developing careers in basic or clinical science relating to substance abuse.

The award may be used to attend scientific meetings, purchase equipment or research materials, to set up a course or for other research related activities. Awards available up to \$15,000 each, that can be spent over 1 year.

Application deadline: **Tuesday, October 8th, 2024**

Eligibility: This competition is opened to all faculty members and trainees of the Cumming School of Medicine who are developing careers in basic or clinical science relating to substance abuse.

Allowable Expenses:

- Support of an educational opportunity (lectureship, seminar, workshop, etc...)
- ✓ Meals/catering; Room booking fees; Honorarium for guest speaker can include travel and accommodation
- Support of research related activities
- ✓ Equipment or research materials;
- ✓ Scientific meetings with a focus on substance abuse; Conference registration fees can include travel and accommodation (airplane fares, taxis, bus, shuttle, hotel room costs including internet access), Meals
- ✓ Other research related activities

Note: The committee has discretionary rights on approving all or parts of the budget and that the regulations of the University of Calgary regarding eligible expenses for travel and for conferences will be strictly observed.

Award Criteria:

- How well the goals of the applications are aligned with the goals of this award
- Scientific merit, when applicable (is the hypothesis clearly stated, are the methods adequate? etc...)
- Education (teaching & learning impact of the proposed activities, impact of student learning and/ or teaching practice)
- Feasibility of the project given the proposed budget and background of the applicant
- Overall quality of the proposal

Reporting: Any publication or presentation resulting from this award should acknowledge the “Leroy H. le Riche Endowment for Research and Education in Substance Abuse” as a sponsor. The Award recipient will be required to provide a brief report (2 pages max) of the activities undertaken with the assistance of these funds, what was their impact and how the funding was used. Please note that this report will be shared with the Fund Development office of the CSM and possibly with other stakeholders. This report must be submitted to: medendow@ucalgary.ca no later than 3 months after completion of the project, or one year from the date the award was made. Furthermore, the awardee may be contacted for further details regarding this project. We expect their full cooperation.

Questions/ How to apply: please complete the application form below, its attachments and forward the electronic copy to Angela Krawetz at : medendow@ucalgary.ca

The Leroy H. le Riche Endowment for Research and Education in Substance Abuse application²
page:

NAME:	E-MAIL:																								
DEPARTMENT:																									
PROJECT TITLE:																									
SUBJECT FIELD/DISCIPLINE:																									
TYPE OF ACTIVITY:																									
<input type="checkbox"/> Invited Speaker <input type="checkbox"/> Education day <input type="checkbox"/> Speaking at a conference <input type="checkbox"/> Attending a conference/training <input type="checkbox"/> Research																									
BUDGET:																									
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%; padding: 5px;">Description of Expense</th> <th style="width: 20%; padding: 5px;">Year 1</th> </tr> </thead> <tbody> <tr><td style="padding: 5px;">Room booking fees</td><td></td></tr> <tr><td style="padding: 5px;">Conference registration</td><td></td></tr> <tr><td style="padding: 5px;">Honorarium (speaker)</td><td></td></tr> <tr><td style="padding: 5px;">Meals/Catering</td><td></td></tr> <tr><td style="padding: 5px;">Travel (plane and taxis)</td><td></td></tr> <tr><td style="padding: 5px;">Accommodation</td><td></td></tr> <tr><td style="padding: 5px;">Other items (books, etc)</td><td></td></tr> <tr><td style="padding: 5px;">Other</td><td></td></tr> <tr><td style="padding: 5px;">Other</td><td></td></tr> <tr><td style="padding: 5px;">Other</td><td></td></tr> <tr> <td style="padding: 5px;">Total funding requested: (Maximum funding available is \$15,000/ award and will be adjudicated according to the type of request)</td> <td></td> </tr> </tbody> </table>	Description of Expense	Year 1	Room booking fees		Conference registration		Honorarium (speaker)		Meals/Catering		Travel (plane and taxis)		Accommodation		Other items (books, etc)		Other		Other		Other		Total funding requested: (Maximum funding available is \$15,000/ award and will be adjudicated according to the type of request)		
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SIGNATURE:																									
Applicant: _____ Date: _____																									

Attachments below are mandatory and they **must be submitted together with the application form as one Acrobat (PDF) document:**

1. **EDUCATIONAL/ RESEARCH PROJECT SUMMARY (200-250 words)**
 - Please use language suitable for non-scientists, include educational significance and describe why this fund should support this educational project.

2. **If this request is in support of a Research Project then please provide a Brief Research Project Description (max 2 pages)**
 - Statement of research issue, background/summary of relevant literature, hypothesis (-es) to be tested, specific research aims, methods, anticipated results, potential pitfalls and how they will be dealt with, significance. Two pages maximum, excluding references, figures, tables minimum 11-point type, recommended font Arial or Times New Roman, margins ≥ 0.5 in all around.

3. **Budget Justification** (append additional details as needed – max 1 page)

4. **List other current research support and indicate budgetary overlap with present proposal (max 1 page).**
Please include:
 - Project Title
 - Agency
 - Role – PI, co-PI, collaborator
 - Amount per annum
 - Support period

Submit the electronic copy of the complete application (including attachments) as **one PDF document**, to the Office of the Associate Dean Research, Cumming School of Medicine at: medendow@ucalgary.ca