



## Department of Pediatrics Innovation Award Competition Application Template

**You must use this application template for your submission. Please follow the instructions.**

**Format:** Maximum of 7 total pages, margins 0.75 inches on all sides, line spacing minimum 1.0, font size minimum 10 point. All pages must be numbered. The only exception to the 7 page limit is if the list of references exceeds one full page. If so, up to 1 additional page, only listing additional references, may be included. Any additional pages and information e.g., data from research in progress, letters of support, equipment budgets will not be considered and will not be included in the packages provided to reviewers.

All **bolded** section headings below must be included.

### **PAGE 1**

**Project Title:**

**Project Type:**                    **Primary – Clinical Care, Education, Research**  
   **Secondary (if applicable) – Clinical Care, Education, Research**

**Re-submission status (yes/no)** – If yes, year of previous submission(s)

**Applicants:** List all applicants in the following order: Principal Applicant (PA), co-PA, co-A. Include their name, highest degree achieved, applicant status in project, affiliations, and roles (no more than 5 words per applicant describing their role).

Example: Melissa Jones, MD – Principal Applicant, Associate Professor, Dept. of Pediatrics (concept, drafting application).

Collaborators and staff should be listed if known.

**Early Career Investigator (ECI):** If the PA is eligible to apply as an ECI as defined in the award information, indicate the month and year of the start of their first academic appointment.

Example: Melissa Jones, MD – Principal Applicant, Associate Professor, Dept. of Pediatrics (concept, drafting, application) – EARLY CAREER INVESTIGATOR since January 2017.

All applicants must sign a copy of the first page, but collaborators and staff do not need to sign.

### **PAGES 2 – 7**

**Project Summary** - 150 words or less.

**What you want to do** - Central hypothesis, research or project question, specific objectives

**Why this is a reasonable thing to do** - Review of previous work done on the subject matter, rationale

**Why this is important** - New knowledge to be obtained, improvements to health which will result



**How you are going to do it** - Work plan, timelines, detailed descriptions of methods, analysis and discussion/interpretation of results, pitfalls, ways around the pitfalls, alternatives

**Equity, diversity and inclusion** – Are sex (biological), gender (socio-cultural) and diversity considerations taken into account? Describe how the sex and/or gender and/or diversity considerations will be considered in your project.

**Collaboration and reach** – How will the project cross borders between specialties, populations, or engage groups with shared interests? How will this project benefit the Department/hospital beyond a single population?

**Why your group should do it** - Relevant prior experience and skills, collaborators for technical gaps, preliminary data showing feasibility. **Evaluation** – If the proposed project involves the development of a new initiative, then a plan for evaluation of the initiative should be provided.

**Plans for dissemination or translation of results and plans for next steps** - State what the next steps will be to seek external funding for further projects (if applicable).

**Research ethics** - For established or new projects requiring human or animal ethics review, applicants must include a statement confirming that human (Conjoint Health Research Ethics Board, CHREB) or animal (Animal Care Committee) approval has or will be obtained.

**Response to reviewers for re-submissions** - How you plan to address the comments from previous reviews.

**Budget** - Include sufficient detail to justify all costs, maximum funding \$25,000

**References** - The reference list need not be exhaustive but all key statements of fact must be attributed to appropriate references or to the applicants' own prior results