

Department of Medicine Matching Research Funds

GRANT PROGRAM - GUIDELINES



Deadline: Minimum of four weeks prior to external application deadline
Completed Applications to DoMResearch@nshealth.ca

Matching funds are increasingly required as part of research funding agency opportunities. In order to support the viability of applying for these funds, the Department of Medicine (DoM) University Internal Medicine Research Foundation (UIMRF) offers a matching funds program to eligible DoM investigators. Subject to availability of funds and success in the external application, a maximum of \$25,000 per year for a maximum of three years may be granted to an application for matching funds. The DoM Research Committee reserves the right not to award a grant in a given year.

***NEW in 2021*:** This funding includes NSH Research Fund applications requesting matching funds. This change was implemented following the NSH Research Fund's 2020 competition in which matching was no longer mandatory for application. The DoM Research Committee will monitor any ongoing changes to NSH Research Fund requirements, and may make adjustments as needed.

Applications must be submitted no later than four weeks prior to the external application deadline; however, applicants are encouraged to advise the DoM Research Office of matching funds requirements as soon as this requirement is known. This will allow time to provide any documentation or letter that may be required to accompany the application to the external agency. The letter will state that matching funds will be provided by the Department of Medicine for the application pending review and approval of the application by both the external agency and the DoM Research Committee (or as required for the external funding application).

The lead DoM investigator must fill out the attached form and submit it to DoMResearch@nshealth.ca for the review and consideration of the DoM Research Committee.

Requests will be reviewed and assessed based on the requirements and guidelines listed below. Matching funds are not guaranteed and are subject to budget availability. Matching funds awards are subject to the approval of the application by the external funding agency, and the approval of appropriate institutional committees for research ethics, human subjects, care of animals, biological/chemicals hazards, etc., as applicable.

REQUIREMENTS:

- 1) For this competition, matching funds must be a requirement and explicitly stated a priori as a condition of the awarding of the grant. Please note: These funds cannot be used as leverage or bridge funds. For NSH Research Fund applications only, requests can be made for optional matching funds.
- 2) The lead investigator/applicant must have a primary appointment in the DoM.
- 3) The proposed research must support the mandate and mission of the DoM Strategic Plan.
- 4) The budget must explicitly state how the matching funds will be used and include all relevant in-kind contributions.
- 5) The application must include a list of other institutions partnering on the application, and other institutions and/or partners providing matching funds to the application. Identify other funding sources that have been or will be sought.

OTHER GUIDELINES:

- Ordinarily, the lead investigator/applicant may receive a maximum from this competition of up to \$25,000 per year. Each application may request funding for a maximum term of 3 years.
- Funding release is at the discretion of the Department of Medicine and is contingent upon the lead investigator/applicant receiving the funding for the grant application requiring the matching funds.
- Should the matching requirements of the funding agency and/or application change due to receipt of additional research funding or a cut in proposed budget/funded award, the approved matching funds amount may be revised.
- Barring exceptional circumstances, department members will not be eligible to receive this award more frequently than once in every five years.

ACCOUNTABILITY:

Successful applicants will be required to submit a progress report (including proposed presentations and publications) to DoMResearch@nshealth.ca. For single-year funding, the report will be due at the completion of the term. For multi-year funding, the report will be due 2 months prior to the end of each year term – funding for subsequent years will be dependent on receipt of this report. This report is to outline the current status of the research and detail how funds have been spent. Applicants are also required to submit any abstracts or publications and peer-reviewed grant applications that are the result of this funding.

APPLICATION:

Applications are to be submitted electronically to DoMResearch@nshealth.ca using the Matching Research Funds application form.