Dr. Harold B. Atlee Research Endowment Award
Terms of Reference
(Established 1980)

Background:

Dr. Harold Benge Atlee was the first professor of a newly formed joint Department of Obstetrics and Gynaecology at Dalhousie University in 1922. Born in Pictou County, Nova Scotia, Dr. Atlee was educated and grew up in Annapolis. He completed Medical School at Dalhousie in 1911 and was one of the youngest graduates at 22 years of age. He worked for a short time as a General Practitioner but believed he required more medical training. He travelled to England to continue his medical training but was interrupted from taking his Royal College Exams by the start of the First World War. At the conclusion of the war he continued his training, specialising in Obstetrics and Gynaecology and succeeded in passing his Royal College Exams. He returned to Canada to take the position of Professor of Obstetrics and Gynaecology in 1922.

After his death in 1978, Dr. Atlee’s dedication to education and research for the benefit of future health professionals and the health and well-being of Nova Scotian women and their babies, continued thanks to this generous bequest from his estate to the Department of Obstetrics and Gynaecology.

This bequest has led to the establishment of an endowment to support research projects requiring financial aid within the Dalhousie Department of Obstetrics and Gynaecology.

Conditions:

The fund is held by a private financial institution as a restricted fund. The objective of this bequest is to maintain and grow the capital of such funds indefinitely. Annual investment income earned on the capital will be available for research support.

The terms and conditions of this award may periodically be reviewed by the Department of Obstetrics and Gynaecology Research Committee for recommended amendments.

The individual award will be provided from investment income earned on the capital. The exact payout amount is determined by the Department of Obstetrics
and Gynaecology Research Committee. Historically, the Committee has approved an average application payout of $5,000 per application received.

The award will be designated as the Dr. H.B. Atlee Endowment Award. If there are no eligible candidates in a given year, available investment income will be rolled back into the capital.

**Eligibility**

Those eligible to receive funds include: faculty members from the Department of Obstetrics and Gynaecology and trainees with a faculty supervisor from the Department of Obstetrics and Gynaecology. Cross appointed or adjunct faculty must have a collaborator who is a faculty member from the Department of Obstetrics and Gynaecology.

**Review Process:**

Selection of the award recipient will be made following a review of applications by the Department of Obstetrics and Gynaecology Research Committee, as per their usual peer review process. The applications must receive approval from the Research Ethics Board of the investigator's home hospital or University before funds are released. Proof of application for funding to other research sources such as the IWK Category A and B, Cancer Care, DMA, and CDHA grant competitions should be submitted, along with the Atlee grant application. If an application does not undergo scientific review elsewhere, an Atlee application can be submitted after a scientific review by a departmental scientific review committee. Applications will be reviewed four times a year; in January, March, June and November.

Applicants will be expected to provide a detailed budget report with their application along with proposal (2-3 pages is sufficient) and a lay summary of the proposed project.

When an **IWK Summer Studentship** is awarded to a medical student working under the direct supervision of an Obs/Gyn faculty member, approval for matching funds, if necessary (up to $2,500), will be automatic with a request and copy of the IWK award attached.

Medical students under the supervision of an Obs/Gyn faculty member will be eligible for travel funding from the Atlee to present their research at a national/international meeting. The total amount awarded must not exceed $1,000.
Funding for Data Requirements

A yearly $1,000 stipend from the Atlee Endowment Fund will be provided to each faculty member of the Department of Obstetrics and Gynaecology for the cost of data analysis. A letter stating the project title and the number of hours and cost of analysis should be submitted to the Research Committee Chair for approval for payment.

Up to $1500 to support the cost of dataset creation is available for projects in which a quote from the database custodian and an approval letter from the institution’s REB are included with a written request for funds. Written requests must include an outline of the project and the data required. Databases being used for these purposes must be established databases with routine quality checks to ensure the integrity of the data. Applications must be submitted to the Research Committee Chair or designate for decision.

Up to $3000 to support the costs of database linkage is available for proposals using data from established databases linked to other established databases or medical chart review. Letters of request must include a quote for the work to create the data linkage and subsequent dataset, JDAC Data Access or Health Data Nova Scotia (depending on the databases being used) approval and institutional REB approval. A letter from the researcher outlining their project and request for funding, including the above documentation, must be complete and forwarded to the Research Committee Chair or designate for decision.

Disposition

Disposition of fund finances shall be administered through the Department of Obstetrics and Gynaecology and monitored by the Director of Finance and Administration.

Funds remaining after two years will be returned to the Atlee Endowment for future funding applications unless an extension request is submitted to the Research Committee and approved.

*Updated July 21, 2016*