

Alzheimer *Society*

T H U N D E R B A Y

APPLICATION FOR SOCIAL SCIENCE RESEARCH GRANT



**DEADLINE FOR RECEIPT:
FEBRUARY 28, 2010**

WELCOME

The mission of the Alzheimer Society of Thunder Bay is to alleviate the personal and social consequences of Alzheimer disease and related dementias. We believe that one way our mission can be advanced is by supporting research study. In particular, we seek to encourage new researchers to conduct investigations which will improve the lives of those we serve and support.

To this end, the Alzheimer Society of Thunder Bay has created a new Local Research Grant available to senior and graduate students, and to junior members of faculty conducting research in the Thunder Bay area. Eligible research studies will target local and regional community needs and/or strategic planning goals of the Alzheimer Society. We envision this as research in the social science tradition. We are interested in research studies which aim to inform and to enhance the quality of life for those living with this disease and/or their caregivers.

The Alzheimer Society of Thunder is now accepting proposals for our 2010 local Research Grant. We are requesting research proposals which effectively and reasonably draw on the strengths and resources of the local community and our Society. Research studies must be of scholarly merit, ethically sound and reflective of our Society's mission.

The application and appraisal forms included in this package are to accompany the research proposal when applying for the Local Research Grant.

PRINCIPLES

The following principles will be used to guide decision-making in the assessment of proposals submitted for funding by the Alzheimer Society of Thunder Bay Local Research Grant Program:

- Research has value and relevance to the local and regional community
- Proposed research is relevant to the Society's mission, and demonstrates knowledge and pertinence within the current research environment
- Sensitivity is shown to the needs and rights of research participants: anonymity must be ensured; those approached to participate must have real and perceived choice in their participation
- Research methodology and recruitment material for participants must have documented ethical approval by a credible expert(s) prior to the disbursement of grant funding.
- Knowledge is to be shared. A plan is required for the dissemination of findings within the Society, and to the broader community
- Human and financial implications of the proposed research, if any, relative to the resources of the Alzheimer Society of Thunder Bay should be clearly stipulated.

APPLICATIONS FOR RESEARCH SUPPORT

The Alzheimer Society of Thunder Bay Local Research Grant is intended to support research initiatives in the social science concerning questions related to Alzheimer disease and related dementias. This grant will be awarded to support thesis (or major paper) research, pilot projects which gather information contributing to further study, and/or the expenses of presenters who propose to disseminate research findings.

The research grant to be awarded to the successful applicant will be in the amount of \$1000. This grant will cover a period of one year from the date of the release of funds. In exceptional circumstances, a request for extension may be considered. A final report and presentation are required at the end of the project.

Applicants may be senior or graduate students advised or supervised by a faculty member. New scholars are also eligible to apply. A 'new scholar' is viewed as a faculty member: (i) who has held a tenured or tenure-track position for less than 5 years or (ii) who has completed a first doctorate no more than 5 years prior to the application deadline. In the case of presentation awards, the grant may be used to fund travel expenses of the research presenter.

Proposals for funding will be assessed according to the Principles outlined previously. In addition, the feasibility of the budget and timetable for fund disbursement, and the feasibility of the research activities scheduled to project completion will be assessed.

ETHICAL AND SAFETY CONSIDERATION

In the case of human research, the proposed research must pass an Ethics Review by the academic institution prior to the release of grant funds.

Projects that utilize the discussions, sometimes audio or video-recorded, involving patients, care-givers, family members, and associated health professionals, may touch on issues that can be considered private or confidential. In these instances the applicant must provide written assurances that agreement to obtain and use this information by the persons concerned.

APPLICATION PROCEDURE

A 3 to 5 page research proposal in no smaller than 12-point print is requested. This proposal should accompany the application and appraisal forms provided. Additional letters of support for the proposed research are not required, but would be an asset. The research proposal should contain:

- A statement of the specific nature of the support being requested from the Alzheimer Society of Thunder Bay (research grant, presentation funds, access to participants)
- A brief description of the purpose, research questions, and methodology.

- A statement clearly outlining how and when an ethics review of this proposal has been or will be conducted. This should include a brief discussion of the measures proposed to protect the anonymity of participants.
- A preliminary budget and schedule for fund disbursement
- A proposed timetable of activities (data gathering, analysis, final report, presentations)
- A plan for how research findings will be shared with the Alzheimer Society and/or with the larger community
- A curriculum vitae

The proposal must pass an ethics review by credible experts prior to the disbursement of grant funds. Documentation of a successful ethics review must be submitted to the Executive Director.

APPLICATION AND REVIEW PROCESS

The application and appraisal form which follow (PDF format) should be downloaded, completed and submitted with the research proposal. This application package in hard copy is available at the offices of the Alzheimer Society of Thunder Bay, 310 - 180 Park Avenue, and from the Research Office at Lakehead University. Deadline for complete submissions is February 28, 2010. The successful grant proposal will be announced before the end of April 2010.

Research proposals submitted by students must be reviewed by the student's supervisor prior to submission. Signatures of both the applicant and faculty supervisor are required on the application form. An appraisal form to be completed by the student's supervisor is included in this application package.

Completed applications should be submitted in hard copy to: Alison Denton, Executive Director, Alzheimer Society of Thunder Bay, 310 - 180 Park Avenue, Thunder Bay, Ontario, P7B 6J4.

Confirmation of a successful ethics review, if required, must be submitted to the Executive Director prior to the disbursement of grant funds.

PROJECT COMPLETION

One year after the disbursement of funds, or earlier if the projected completion date is prior to one year, a final report of the project and summary of fund expenditure will be required. A presentation of the project and results, as detailed in the original proposal, is anticipated at this time.

An extension of project completion beyond one year may be considered under extraordinary circumstances. Any such request must be in writing to the Executive Director, and accompanied by an interim report.



Local Research Grant Application Form

Principal Investigator

Name:

Address:

City/Town:

Province:

Postal Code:

Phone:

Fax:

E-mail:

Co-Investigator (If Applicable)

Name:

Address:

City/Town:

Province:

Postal Code:

Phone:

Fax:

E-mail:

Project Description

Title of project:

Signatures

By signing below, I confirm that the information contained in this application and the accompanying documents is true, accurate and complete. I acknowledge that if this application is approved, I will be required to enter into a formal, legally binding agreement with the Alzheimer Society of Thunder Bay that will outline the terms and conditions of the grant.

Signature:

Date:

Title:

I have read the attached proposal and completed the appraisal form to accompany this application.

Faculty Signature:

Date:

Title:

Applications are due February 28, 2010

Mail completed application packages to:

Alison Denton, Executive Director
Alzheimer Society of Thunder Bay
Suite 310, 180 Park Avenue
Thunder Bay, ON, P7B 6J4

For further information regarding this application please contact Alison Denton at 807-345-9556 or e-mail: adenton@alzheimerthunderbay.ca, Fax: 807-345-1518

Letter of Appraisal
Alzheimer Society of Thunder Bay

**URGENT - DEADLINE MATERIAL
 MUST BE RETURNED TO THE
 APPLICANT IN A SEALED ENVELOPE BY:**

Guidelines for Completing the Letter of Appraisal

Please type your Letter of Appraisal using a 12-point font and do not exceed the space provided. Additional pages will not be submitted to the selection committee.

Name of applicant		Telephone
Address Line 1:		Line 2:
Line 3:		Line 4:
City/Municipality:	Prov/State:	Postal/Zip: Country:
The information you provide is for adjudication purposes only.		
I have <input type="checkbox"/> reviewed <input type="checkbox"/> reviewed and support the applicant's research proposal		
Comments		
I have known the applicant in my capacity as _____ for _____ years.		
Name of referee (print)		
Subject field	Department/Division	
Academic rank	Organization	
E-mail		
Telephone number	Date	Signature