

The Dr. Paul H.T. Thorlakson Foundation Fund General Guidelines

Purposes of the Fund

The purposes of the Fund are to assist persons and organizations in: advancing scientific, medical and surgical knowledge through education and research; and developing new or improved methods or programs of health administration or organization, health delivery systems, health education and patient care.

Funding Priorities and Procedures

The highest priority of the Fund is the provision of support to new independent researchers who are first-time applicants to the Fund. (Note: Post-doctoral trainees are not considered independent researchers.) Other priorities include: providing support to established researchers who are initiating a new research project that represents a new research direction; and 'bridge' funding prior to the initiation of major funding by a national granting agency, provided such support does not exceed twenty percent (20%) of the total project budget and is of no more than six (6) months in duration.

The Fund is not intended to provide continuing support of ongoing research projects nor a substitute for or supplement to existing external research funding. Applicants who have previously received support may receive additional support from the Fund, but only in exceptional circumstances.

Applications are reviewed by the Scientific Sub-committee which forwards its funding recommendations to the Advisory Committee for final approval. Any change in Fund disbursements must be approved in advance by the Advisory Committee. The Fund is administered by the Office of the Vice-President (Research) on behalf of the University of Manitoba.

Extent and Nature of Support

Support is provided for the direct costs of research. It should be noted that the Fund does not provide salary support for postdoctoral fellows. The average grant size is approximately \$25,000 and ranges in size from 20,000 to \$30,000. Applicants should develop their proposed budgets with these figures in mind.

Requests for funds to purchase equipment are normally assigned a lower priority. Such requests must clearly demonstrate that similar equipment is unavailable, and will only be considered if the cost of such equipment does not exceed fifty percent (50%) of the total project budget. Costs associated with field trips as well as the use of research facilities in other locations are eligible for support; travel expenses associated with conferences, meetings and symposia will be assigned a low priority.

Conditions of the Award

Research supported by the Fund must comply with University of Manitoba policies on the conduct of research, specifically, the University policy on research ethics and, where applicable, the University policies on the use of animals, human subjects or biohazardous materials in research. It is the responsibility of the applicant to secure the proper approvals; funds will not be released until all such required approvals have been obtained.

Research grants from the Fund must be used for the project and purposes outlined in the application. Grants are not transferable and may not be pooled with other research grants awarded by other sponsoring agencies, unless this pooling or cooperative granting has been approved by the Scientific Sub-committee.

If an award recipient receives a grant from another source for the same project as the result of a concurrent or previous application, the award holder must immediately notify Office of the Vice-President (Research).

Equipment purchased with a Fund grant is the property of the University of Manitoba.

Awards normally terminate on the date specified in the award notification letter and any unspent funds are automatically returned to the Fund. Grant holders may request to have the period of the award extended by writing to the Office of the Vice-President (Research) not later than one month prior to the end date of the award. Such requests must include a justification for the extension.

A one-page final report must be submitted to the Office of the Vice-President (Research) by October 1 in the year in which the grant ends. Grant recipients are requested to acknowledge the assistance of the Fund in all publications and media coverage resulting from the research project.

Application Procedures

Eight (8) copies, including the original, of the completed application should be forwarded to the Office of the Vice-President (Research), c/o Room 207 Administration Building, University of Manitoba, Winnipeg, Manitoba R3T 2N2.

The application deadline date is April 15. Late or incomplete applications will not be considered.

For more information, contact:

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