

Patient-Oriented Research Development Award

The goal of NL SUPPORT is to support [patient-oriented research](#) in Newfoundland and Labrador. This means supporting research and evaluation that:

- **Includes** patients/the public as partners in conducting the research/evaluation
- **Addresses** patient/public-identified priorities
- **Impacts** patient/public outcomes directly

The purpose of the Development Award is to support the growth of patient-oriented research in health/social research areas where it has traditionally been difficult to grow this movement. These include:

- Laboratory-based/basic science research
- Community/social sector research/program evaluation

Often, basic science researchers struggle to engage patients/the public in the development of their research because of the difficulty of communicating about highly specific topics in plain language. On the other hand, while “[knowledge users](#)” have long been engaged in program evaluation, the movement to include community-led and based programming in “health research” is fairly new, but very necessary, as we continue to improve our understanding of the [social determinants of health](#). In both cases, patient-oriented research methods can help to improve the translation and mobilization of research and evaluation outcomes and the overall quality of projects. To that end, we have created this **Patient-Oriented Research Development Award** in the hopes of bridging two important gaps along the research continuum.

This fund will remain open to applications throughout the year. The value of this award will be up to \$10,000 per project. The length of this award is one year. Projects must conclude and all funds must be spent prior to February 29, 2028.

We highly encourage the evaluation of patient/public engagement in all work funded by NL SUPPORT. Please review [Learning Together Evaluation Framework for Patient and Public Engagement \(PPE\) in research](#) for information about indicators to consider when evaluating patient/public engagement. Following completion of your project, we will ask all members of the project team to report on patient/public engagement using a standard survey to outline how people with lived/living experience were involved in the project.

Eligibility

The Study Lead is the person who will take primary responsibility of the research and assume administrative responsibility for the funds. Award funds are not intended to supplement the salary of the Study Lead or Co-Lead.

It is recommended that at least one Study Lead:

- Be employed by a post-secondary academic institution or by a health or community services institution/organization in Newfoundland and Labrador and have dedicated time for research/evaluation
- Have a Ph.D. or a professional degree and a thesis-based Master's degree in a health-related field

Project team members employed at institutions elsewhere in Canada may apply as Study Lead or Co-Lead provided that the work performed has a focus on Newfoundland and Labrador and their submission includes local applicants.

Students, trainees, patient/public partners, or anyone else who is applying for funding but not eligible to hold funding themselves must nominate a Co-Lead who is [eligible to hold funding at an eligible institution](#). If you are unsure of your eligibility, please contact our team at funding@nlsupport.ca.

Selection Criteria

Applications for Patient-Oriented Research Development Award funding will be judged according to the following selection criteria by a committee comprised of NL SUPPORT/Quality of Care NL staff and patient/public partners:

- Incorporation of people with lived/living experience as partners rather than subjects throughout the project's lifecycle
- Expertise, research experience, and past contributions to patient-oriented research and/or related fields
- Merit of the proposal, based on:
 - Potential for meaningful real-world outcomes
 - Quality and clarity of research question
 - Originality
 - Potential contribution to growing the culture of patient-oriented research in Newfoundland and Labrador
 - Scalability of the proposed work (i.e. the potential ability to reliably expand this work to a larger population or more settings)
 - Relevance to health-related decision-making
 - Systems improvement or positive patient/public impacts
 - Value to the health/social care system
 - Considerations for Inclusion, Diversity, and Equity and Sex and Gender-Based Analysis Plus (IDE/SGBA+). For more information about IDE/SGBA+ in research, please visit our [Inclusion, Diversity, Equity, and Accessibility \(IDEA\) toolkit](#) and CIHR's [Equity, Diversity and Inclusion in the Research System](#) and [Gender-Based Analysis Plus \(GBA+\)](#)
- Clarity of presentation and appropriateness of design and research/evaluation plan
- Feasibility of the proposed work
- Appropriateness and justification of the budget

Decisions will be made by a majority vote and will be communicated to applicants via email.

How to Apply

Please submit your application package in an electronic format (PDF, Microsoft Word) to Georgia Skardasi (funding@nlsupport.ca).

We will send an email acknowledging receipt of your complete application within five business days of submission. If you do not receive this email, please contact Shanna Goobie (sgoobie@mun.ca).

Please use the subject title: **POR Development Award application – Name of study lead, date submitted.**

Please Note:

- Applicants will be informed via email whether their application was successful or not
- Award funds will be released only upon the receipt of a **letter of approval from the appropriate ethics review committee, when ethics approval is necessary. If your project involves and/or impacts Indigenous groups, peoples and/or lands, award funds will not be released until proof of community approval is submitted.** Please consult [Memorial's Policy on Research Involving Indigenous Groups](#) for more information. If you are unsure of what approvals you require, please reach out to our team at funding@nlsupport.ca.
- Once an application has been funded, changes in the project design will require prior approval from NL SUPPORT/Quality of Care NL
- Funding will be issued by way of Letter of Agreement issued to the Host Institution
- Project teams can only hold one Patient-Oriented Research Development Award from NL SUPPORT at a time

For further information or clarification on the application guidelines, please contact our team at funding@nlsupport.ca.

Application Package Checklist		
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Part 1: Research/Evaluation Team

Study Lead	The study lead is the person leading and ultimately responsible for the project. Please include the Study Lead's job title and email address. Please refer to the Eligibility section on Page 2 for more information.
Study Team	Please list the names, job titles (where relevant) and roles of any additional members of the study team. It is expected that research/evaluation projects will be conducted by multi-disciplinary teams in collaboration with relevant knowledge users. Roles may include (but are not limited to): • Co-lead (please include email address) • Collaborator (please indicate the areas that they will be collaborating on) • Knowledge user (please indicate the lived/work experience that they bring to the team) • Patient/Public Partner/person with relevant lived/living experience • Research/evaluation assistance • Other roles as appropriate

Part 2: Project Information

Applicants must provide a summary (**4 pages maximum**, letter size, single-spaced, Arial, 12-point font, 1-inch margins) of their proposal which includes the following sections:

Title	Please indicate whether this project is research (the intent is generalizable knowledge) or evaluation (evaluates an existing or emerging program for assessment, management or improvement purposes).
Plain Language Summary	This is a clear and concise statement about the goals of your project. Provide some background of your topic, including appropriate literature references and/or local contextual knowledge (e.g. in the case of program evaluation). Provide a brief overview of the steps/methods you are going to undertake, and expected outcomes from your work, particularly for patients/the public. Please make sure that a member of the public can read and understand this summary. For information about how to write in plain language, please contact our team at funding@nlsupport.ca.
Population	○ Briefly describe the population that will be the focus of the study (community, in-patients and/or out-patients, caregivers and family, etc.). Include considerations for Inclusion, Diversity, and Equity and Sex and Gender-Based Analysis Plus (IDE/SGBA+). For example, how will you remove barriers to the recruitment and full participation of individuals from equity-deserving groups in your research project? For more information about IDE/SGBA+ in research, please visit our Inclusion, Diversity, Equity, and Accessibility (IDEA) toolkit and CIHR's Equity, Diversity and Inclusion in the Research System and Gender-Based Analysis Plus (GBA+).

	For research involving Indigenous communities, please refer to TCPS 2, Chapter 9 and the Memorial University Research Involving Indigenous Groups Policy .
Patient/Public Engagement	Describe how you have and/or will engage people with lived/living experience as partners in your project. This is not the same as involving “people as subjects” for data collection. For example, people with lived/living experience can help: • Inform research priorities • Design interventions • Clarify the research questions and affirm their importance • Define outcomes that are important • Assist in creating a recruitment strategy • Ensure that the methods selected are appropriate for study participants • Review and comment on proposed data collection methods • Assist in writing information for patients/the public and informed consent forms • Assist in collecting and/or interpreting data • Share results • Develop and implement new services or programs, etc. The activities listed above are not normally undertaken by study subjects. The activities that your lived/living experience partners are engaged in throughout your project should be distinct from the study population activities. For more information about ways to engage people with lived/living experience in health projects, please see the BC SPOR SUPPORT Unit Patient Partner Road Map. We acknowledge that not all “patient partners” wish to be referred to as such and we encourage you to use whatever language has been decided within your study team, as long as the engagement of people with lived/living experience and their roles on the project team are clear.
Research or Evaluation Question	Clearly state the research or evaluation question(s) and objectives of your project. The FINER criteria highlight useful points that may increase the chances of developing good questions: F easible, I nteresting, N ovel, E thical and R elevant.
Design	Describe the ways in which you will gather your data and perform the analysis.
Timeline	Briefly describe your timeline or include a basic timeline table. The duration for the NL SUPPORT Patient-Oriented Research Development Award is 12 months. All project funding must be spent by February 29, 2028 at the latest.
Budget Justification	Include a budget justification that outlines how the requested funds will be spent, as well as any other funding or in-kind support provided to enable the proposed work. See the Eligible Costs section on Page 8 for more information and Budget Example on Page 9. For budget considerations specific to patient/public engagement and knowledge translation, useful resources include the Centre for Healthcare Innovation’s Budgeting for Public and Patient Engagement tool and the SickKids Knowledge Translation Planning Template .

Part 3: Ethics/Indigenous Research Agreement

Applicants must provide confirmation that any required research clearance(s) are in place, or a timeline for submission to the appropriate committee for review. **Funding will not be released until applicable documentation has been received by NL SUPPORT.** For more information about what clearances might be required, please refer to the following resources:

- <https://rpresources.mun.ca/>
- <https://hrea.ca/how-to-apply/ethics-review-required/>
- https://ethics.gc.ca/eng/policy-politique_tcps2-eptc2_2022.html

For information about the Research Involving Indigenous Groups Policy at Memorial University please click [here](#). A link to the Indigenous Research Agreement template can be found [here](#). Please note that some local Indigenous governments have research/evaluation approval processes of their own. You must obtain all necessary agreements as outlined by each relevant Indigenous government prior to the release of funds.

If you are unsure whether you need ethics clearances and/or have questions about Indigenous Research Agreements, please contact our team at funding@nlsupport.ca to discuss.

Please complete the following statements:

Ethics Clearances required?

- ☐ Yes
☐ No

Ethics Clearances attached?

- ☐ Yes
☐ To follow (please specify date) _____
☐ N/A

Indigenous Research Agreement / Evidence of Community Engagement (must be in place at the application stage)

- ☐ Required
☐ N/A

Part 4: Host Institution Signatures

Institutions that employ holders of the Patient-Oriented Research Development Award are called **host institutions**. Signatures are required from host institution representatives on all grant applications.

By signing, host institutions agree to accept the responsibilities outlined below on behalf of their grant-holding employees:

- Acceptance of the terms and conditions as outlined in Post Awards Management Guide and Letter of Agreement
- The financial administration of the grants
- Reporting to NL SUPPORT any change in the funding recipient's status that may affect the fulfillment of their research commitment, for example resignation or termination
- Submission of an annual financial statement (Form 300) – a copy of which will be included in the Letter of Agreement – with back up documentation (receipts, etc.) covering the period from April 1 to March 31 for funding; the statement(s) are due no later than **May 1** of each year

(Host Institution name – include department/faculty where relevant)

(Host Institution representative name – printed)

(Signature of Host Institution representative)

(Date)

Eligible Costs

The funds are to be used for eligible expenses directly related to the project and in accordance with the Tri-Agency Financial Administration Guide (<https://nserc-crsng.canada.ca/en/funding/research-partnerships-and-collaborations/inter-agency/tri-agency-financial-administration-0>).

For any inquiries about eligible costs, please contact the team at funding@nlsupport.ca.

Please also review the NL SUPPORT [Patient/Public Partner Appreciation Guidelines](#) for information about paying and/or acknowledging the contributions of patient/public partners.

Awardee Reporting Requirements

The successful awardees will be required to:

- Provide a mid-term update
- Provide an end of study report
- Present their research findings at the Quality of Care NL and NL SUPPORT **Science, Health, and Research Education (SHARE) Summit** and/or other public events or through other NL SUPPORT/Quality of Care NL knowledge mobilization products such as [Practice Points](#)
- Disclose any publications/knowledge translation products related to the funded project to NL SUPPORT/Quality of Care NL
- Acknowledge this funding opportunity in knowledge translation products arising from the project
- Submit an annual financial statement (Form 300)

Role of NL SUPPORT

The NL SUPPORT team will provide support to applicants and awardees in the areas of patient/public engagement, knowledge mobilization, and methods development, as needed. NL SUPPORT strongly encourages all successful applicants to meet with the Unit's Patient/Public Engagement and Knowledge Translation leads throughout the duration of their project for support and guidance. Please contact Georgia Skardasi (gs0667@mun.ca) to set up a project support meeting.

Use and Disclosure

All information requested by the Newfoundland and Labrador Support for People and Patient-Oriented Research and Trials Unit (NL SUPPORT) will be used solely for the administration and management of the awards program and is collected under the general authority of the Memorial University Act (RSNL 1990 Chapter M-7). Questions about this collection and use of personal information may be directed to our team at funding@nlsupport.ca.

By submitting this application to NL SUPPORT, you are certifying that all statements included in it and in all its attachments are accurate to the best of your knowledge.

Budget Example

Category	Development Award Amount	Amount from Other Sources
Venue rental (full-day) for priority-setting exercise	\$300	
Catering (lunch & snacks for 20 people) for priority-setting exercise	\$20/person = \$400	
Partner honoraria (~10 hours for event planning & ongoing project advice)	\$1000/person for 2 lived experience partners on planning team = \$2000	
Token of appreciation for priority-setting exercise participants (TBD)	\$50/person for 20 participants planned = \$1000	
Funds to support travel to priority-setting meeting (taxi fare for in-town participants)	\$200	
Knowledge Mobilization (meeting with community; publishing, if no other funds can be secured; attending a conference to disseminate findings)	\$5,000	
Research Assistant (RA) time to support ongoing project work (data collection, analysis, & dissemination)	Graduate student to be paid from Supervisor's funding according to Memorial University rates (\$27.10/hour for 320 hours [20 hours/week for 16 weeks] = \$8,672 total \$1,100 of this will be paid from POR Development Award	= \$7,572 from Principal Applicant's own funding to cover remaining cost of RA
Principal Applicant time		In-kind
Totals	\$10,000	\$7,572
Total cost	\$17,572	

Please see the George & Fay Yee Centre for Healthcare Innovation's [Patient and Public Engagement Budgeting tool](#) for considerations for budgets specific to patient/public engagement and the [SickKids Knowledge Translation Planning Template](#) for budget considerations specific to knowledge translation.

Self-Identification Questionnaire

All applicants are asked to complete our Self-Identification Questionnaire, accessible via the following link: https://mun.yul1.qualtrics.com/jfe/form/SV_eXusHWo0UGF3wc6

The information collected in this questionnaire will not be shared with the selection committee, nor will it be used in the evaluation of this application. We are collecting this information as part of the NL SUPPORT Inclusion, Diversity, Equity, and Accessibility (IDEA) plan to better understand the composition of the research/evaluation teams we are supporting.