

2014/2015

Strategic Research Fund Submission Guidelines:

Population-Level Nutrition Interventions

(February 2014 Competition)

13 February 2014

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A. GENERAL INFORMATION

1) About the Heart and Stroke Foundation (HSF)

On 1 September 2011, the ten provincial/territorial Heart and Stroke Foundations merged into one national organization. As part of its national strategy, the Foundation will devote up to 40% of its research budget to grants that are strategically targeted to help realize the Foundation's vision and impact goals.

The vision of the Heart and Stroke Foundation of Canada is Healthy lives free of heart disease and stroke. Together we will make it happen. Driving the Foundation to achieve our mission are two ambitious impact goals:

- By 2020, to significantly improve the health of Canadians by decreasing their risk factors for heart disease and stroke by 10%.
- By 2020, to reduce Canadians' rate of death from heart disease and stroke by 25%.

The impact goals express the Foundation's highest-level impact-related targets to be achieved through research, public policy, advocacy and programs.

The Foundation will achieve these goals, in part, through preventing disease and stroke among Canadians. Our work in prevention is multi-dimensional and includes a significant focus on nutrition. Specific nutrition-related goals include:

- Decreasing overweight and obesity among children and youth and adult Canadians; and
- Increasing vegetable and fruit consumption among children and youth and adults, as a measure of healthy nutrition.

2) Description of the HSF's Strategic Research Fund

The Strategic Research Fund¹ is an important part of the research funding enterprise of the Foundation. Created in 2000-2001, this fund is the mechanism through which the Foundation supports areas of strategic importance to the organization; it is aligned with both the National Strategic Plan and National Research Strategic Plan and capitalizes on opportunities to support multidisciplinary, multi-centre strategic research across the health research themes.

The mission statement of the Fund is:

Increased relevant evidence necessary for improving policy and practice identified as critical to addressing the Heart and Stroke Foundation's five mission priority areas.

3) The Managed Research Cycle (MRC)

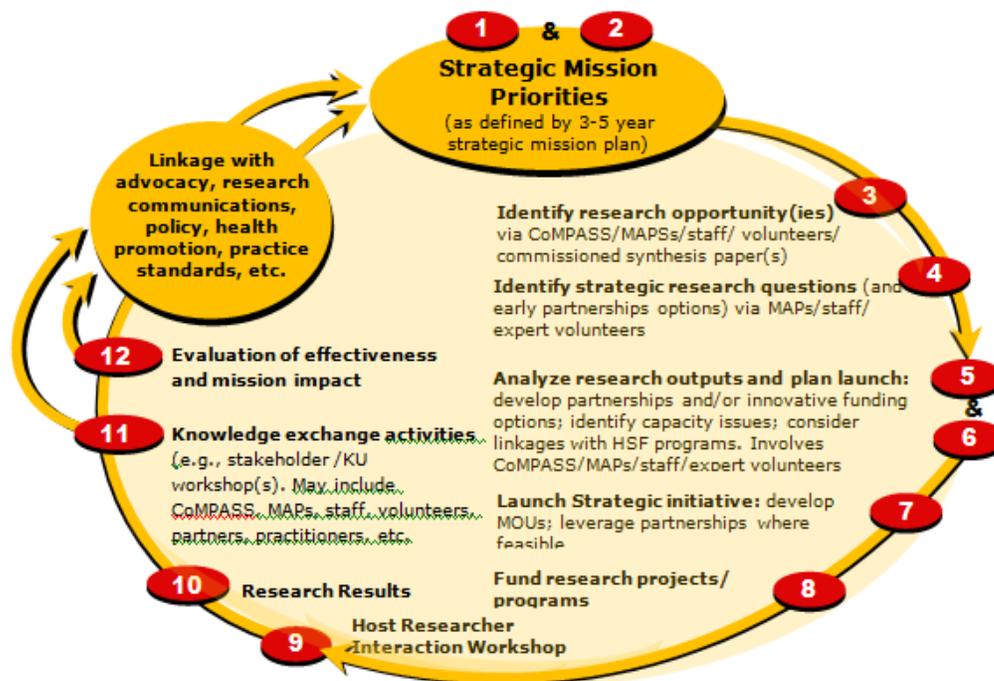
The MRC is the approach used by the Strategic Research Fund to support the Foundation's efforts in funding strategic research. It was developed in 2004-2005 to create the two-way links between research outcomes and end users. The goal is to accelerate the translation of research results into policy and practice. Research initiatives can potentially enter the cycle at multiple points, but most are likely to follow the complete cycle. The MRC strengthens the alignment of the research priorities with the strategic mission priorities of the Foundation, and facilitates knowledge exchange between research and practice (see Figure 1).

¹ Pre-unification, the Fund was formerly known as the Federation Research Fund.

The MRC concept also includes bringing researchers and knowledge users together, as appropriate, at the beginning of the funding period to share plans for translating research into practice, or at mid-way through the project to share information on early outcomes, to prepare for any “end-of-grant” Knowledge Transfer and Exchange.

Applicants should apprise themselves of the Foundation’s MRC and this approach to research funding. Researchers supported through the Fund are expected to accommodate the HSF’s efforts in this regard.

Figure 1: Managed Research Cycle



4) Knowledge Transfer and Exchange Plan

HSF defines Knowledge Transfer and Exchange as: “Knowledge translation and exchange (KTE) is a dynamic and iterative process that supports healthy lives, free of heart disease and stroke by creating, sharing and effectively applying evidence-based knowledge among those who have interests or needs in it.”

A Knowledge Transfer and Exchange plan is required for all research projects submitted to any HSF strategic initiatives. The plan should include an outline of the specific linkage and exchange activities that will be built into the research process to help ensure that the research is relevant and feasible and that the results will be taken up at the end of the project, as appropriate.

Applicants must identify the relevant audience(s) for the research, and a description of the approaches that will be taken to engage and reach the audience(s) (e.g. health care professionals, hospital administrators, ministry officials and other policy makers, the public, private sector). Applicants should describe plans for linkage and exchange, and outline how these approaches will increase potential use/broader application of results. The Knowledge Transfer and Exchange plan will be evaluated as part of HSF’s peer review process.

For more information, please see HSF's Knowledge Transfer and Exchange in Research: A Guide for Applicants and Reviewers. http://hsf.ca/research/sites/default/files/KTE_Guide_2014_E.pdf

5) Deadlines for Submission

Letters of Intent (LOI) must be received **by 16:00 (EST) on March 31, 2014**. Applications received after the deadline will be considered late even if they are courier-stamped on the deadline date. HSF reserves the right to decline late or incomplete applications.

6) Incomplete/Unacceptable Applicants

All applicants are strongly cautioned to carefully *read* and *follow* the instructions and requirements outlined in this guideline document.

In order to maintain the principle of fairness to all applicants, regulations *must* be adhered to in the preparation of the application. *Any* infraction of the rules will lead to the truncation or immediate rejection (without appeal) of the application.

HSF reserves the right to decline incomplete applications.

7) Competition Results

Notice of results from the Letter of Intent stage, will be emailed directly to the Nominated Principal Investigator by **11 April 2014**.

Results from the full application stage will be posted on the HSF Research website (www.hsf.ca/research) following the peer review process. Official letters to the Nominated Principal Investigator will follow by email.

8) Non-Employee Status

The granting of an award is deemed to establish neither an employer-employee relationship nor a partnership between the grantor and the grantee.

9) Public Information

Successful applicants need to be aware that the title of their research project and the lay summary may be placed into the public domain or included in Foundation publications without notification. Applicants are cautioned not to disclose information that could endanger a proprietary position in these sections.

We would like to encourage applicants to help us communicate the importance of research to HSF donors and to the general public. In this increasingly difficult economic climate, raising funds to support research is becoming progressively more difficult. More than ever, we need to let our donors and the public know that their donations are being used to support world class research. You are one of the best representatives to explain to the public the role of research in increasing heart health and reducing the burden of heart disease and stroke.

10) Ethical Requirements

HSF requires a copy of all ethics/safety review board approval forms. At the full application stage, please indicate the status of such forms (i.e. "Included", "Form to be Sent", "Not applicable", etc...) as they apply to the research proposal. If the application is accepted for funding, funds will be encumbered pending receipt of all required forms. Further, in applying applicant and institutional signatures to this application, applicants are confirming to HSF that the proposed research will not be

undertaken until it has been endorsed as ethical and safe – initially and throughout the term of the project, as needed – by the appropriate review body(ies).

HSF reserves the right to periodically request additional approval forms during the term of the project. Forms included with the application must be valid at least 30 days beyond the start date of the award.

Applicants must provide acceptable documentation for human and/or animal ethical approval, and biohazard and safety approval as outlined in the HSF guidelines.

Applicants must ensure all experiments comply with the following guidelines and host institution research policies, as applicable:

- Tri-Council Policy Statement: *Ethical Conduct for Research Involving Humans*².
- Good Clinical Practice (GCP).
- Good Laboratory Practice (GLP).
- In the case of laboratory animal experimentation, the guiding principles and standards enunciated by the Canadian Council on Animal Care http://www.ccac.ca/en/_standards/guidelines
- Guidelines and standards for biological and chemical hazards as outlined in the Public Health Agency of Canada *Laboratory Biosafety Guidelines*³.
- Any research involving human pluripotent stem cells must adhere to the CIHR *Guidelines for Human Pluripotent Stem Cell Research*⁴. The institution must notify HSFC as to the results of the review by the CIHR's Stem Cell Oversight Committee.

11) Indirect Costs

The HSF supports only the direct costs of research. No funding is to be used for indirect costs of research. The definition of indirect costs of research for the purposes of this policy is, costs which cannot be directly associated with a particular research program or operating grant including costs associated with the general operation and maintenance of facilities (from laboratories to libraries); the management of the research process (from grant management to commercialization); and regulation and safety compliance (including human ethics, animal care and environmental assessment).

12) Open Access to Research Outputs policy

HSF requires that all researchers supported in whole or in part through HSF make their research outputs publicly available as soon as possible but no later than six months after the final publication or availability of results. In this policy, HSF defines research outputs as peer-reviewed journal publications, research data, and the results of clinical trials that will not be published in peer-reviewed journals. Compliance with the *Open Access to Research Outputs* policy is a condition of acceptance of all HSF research funding. Please see HSF's Open Access to Research Outputs available at: <http://www.hsf.ca/research/en/hsf-open-access-research-outputs-policy-guidelines>.

13) Publications

A Principal Investigator must acknowledge the support of HSF in all scientific publications and presentations related to their award with the following wording: *"This work was supported by a grant-*

² See <http://www.pre.ethics.gc.ca/eng/policy-politique/initiatives/tcps2-eptc2/Default> for details.

³ See <http://www.phac-aspc.gc.ca/lab-bio/res/blk-acb/lbg-ldmbl-eng.php> for details.

⁴ See <http://www.cihr-irsc.gc.ca/e/42071.html> for details.

in-aid from the Heart and Stroke Foundation of Canada.” In addition, a copy of publications and presentations must be submitted with each progress and final technical report. To facilitate the implementation of HSF’s program for knowledge transfer and exchange, we request that HSF be notified in advance of the publication date of any major publications and/or press releases arising from research funded by HSF.

14) Four Themes of Health Research

Applicants must estimate what proportion of the proposed research and proposed project budget falls under the four health research themes. This data is gathered for Foundation use only.

The four (4) themes of health research as defined by the Canadian Institutes of Health Research are:

Basic Biomedical (I)

Research with the goal of understanding normal and abnormal human function, at the molecular, cellular, organ system and whole body levels, including the development of tools and techniques to be applied for this purpose; developing new therapies or devices which improve health or the quality of life of individuals, up to the point where they are tested on human subjects. Studies on human subjects that do not have a diagnostic or therapeutic orientation.

Clinical (II)

Research with the goal of improving the diagnosis and treatment (including rehabilitation and palliation) of disease and injury; improving the health and quality of life of individuals as they pass through normal life stages. Research on, or for the treatment of, patients.

Health Services/Systems (III)

Research with the goal of improving the efficiency and effectiveness of health professionals and the health care system, through changes to practice and policy. Health services research is a multidisciplinary field of scientific investigation that studies how social factors, financing systems, organizational structures and processes, health technologies, and personal behaviours affect access to health care, the quality and cost of health care, and ultimately Canadians’ health and well-being.

Social, cultural, environmental and population health (IV)

Research with the goal of improving the health of the Canadian population, or of defined sub-populations, through a better understanding of the ways in which social, cultural, environmental, occupational, and economic factors determine health status.

15) Financial Gain

The HSF will not fund an application which results in any form of direct financial profit to investigators or individuals related to that funded research project (e.g. related to commercial interests, or the development of commercial products as an output of the research).

16) Multiple Submissions

Individual applying as a Principal Investigator may do so for only one grant under each strategic initiative. There is no limit on the number of applications for which researchers may be listed as Co-Applicants or Collaborators.

17) Status of Publications

Manuscripts may not be attached unless they have been published or the manuscripts have been submitted or accepted for publication. Any manuscript included with an application, but not yet published must be accompanied by documentation from a journal verifying that the manuscript has been submitted, is accepted for publication or is in press. HSF will not accept letters indicating confirmation of acceptance for publication of a paper after **02 May 2014**, as peer review of applications occurs in **May or June 2014**.

B. RESEARCH INTEGRITY POLICY

The primary objective of the HSF's Research Integrity Policy is to protect and defend the integrity of the research process and to deal with allegations of scientific misconduct in a timely and transparent fashion. Responsibilities of researchers, institutions and the HSF with respect to research integrity are outlined in the **Heart and Stroke Foundation (HSF) Framework: Responsible Conduct of Research**

(<http://www.hsf.ca/research/en/node/800>).

As a condition of funding, all HSF grant and award recipients agree to comply with the Principles and Responsibilities set out in that policy, and the research misconduct provisions below.

The HSF defines research misconduct to include actions that are inconsistent with "integrity" as defined by the Framework, and to include such actions as fabrication, falsification, or plagiarism in proposing, performing, or reporting research, or in reporting research results.⁵

HSF will deal with allegations of scientific misconduct in the following manner:

- Any allegation of scientific misconduct will be initially reviewed by HSF to determine whether an investigation is warranted. If it is felt that an investigation is required, HSF may request that this be conducted by the host institution of the individual considered to have performed the alleged misconduct. In allegations specifically related to the peer review process, the investigation may be conducted jointly by the institution and HSF.
- The HSF will not act on verbal allegations of misconduct. All allegations must be submitted in writing. Although the confidentiality of persons who submit an allegation of scientific misconduct will be protected as much as possible, it must be recognized that due process will often result in the identity of this person being released to the investigating institution.
- The institution will be required to submit a written report upon conclusion of the investigation. This report will summarize the findings of the investigation and any future actions that will be undertaken by the institute as a result of the findings.
- In cases where misconduct is concluded to have occurred, the HSF may apply sanctions against the individual(s) implicated. These sanctions will range from a reprimand letter to a ban from applying for or holding HSF funds for a set period of time.

⁵ Wording adopted from the US Department of Health and Human Services, Public Health Service Policies on Research Misconduct, Final Rule. May 17, 2005. Available from http://ori.dhhs.gov/documents/FR_Doc_05-9643.shtml.

C. SPECIFIC PROGRAM INFORMATION

1) Scientific Review Committee (SRC): Peer Review Process

The HSF's peer review process engages well over 1000 researchers nationally and internationally and includes over 125 members of the Scientific Review Committee (SRC). The SRC comprises over 11 separate panels that ensure in-depth knowledge and expertise in all areas of heart disease and stroke.

Letters of Intent will be reviewed for relevance to the objectives of the Request for Applications (RFA) and for scientific merit. The Letter of Intent review committee will be created specifically for this strategic initiative. A pre-relevancy check is conducted at the LOI stage to ensure that applications submitted fit squarely into the HSF mission and the objectives of this initiative. If an application is deemed not directly relevant, HSF reserves the right to exclude it from the full application stage. Therefore, it is important to all applicants that they clearly justify the direct relevance of their proposed research in the lay summary and LOI application.

A multidisciplinary SRC sub-committee will be created specifically for each strategic initiative and will reflect the nature of the applications submitted. The peer review process will be conducted according to the SRC's standards and guidelines. External reviewers may be used as deemed necessary by the review panel. For this specific initiative, the SRC sub-committee will also include evidence users, equally balanced and influence, to assess the relative potential for impact and the scientific rigor of applications.

Funding decisions will be based on an evaluation and assessment of applications using the following general weighted criteria:

- Strength of research methodology (scientific merit) (40%);
- Track record of applicants and strengths of qualifications of the research team, and appropriateness of the identified research team members and their roles, including knowledge user applicants (15%);
- Feasibility and sustainability of the project outcomes (is it realistic/feasible?) (15%);
- Appropriateness of the budget requested;
- A clear plan for Knowledge Transfer and Exchange (15%); and
- Evaluation plan (15%).

Lay Reviewers

The HSF incorporates lay reviewers on its Scientific Review Committee (SRC) panels in order to increase accountability and transparency of the HSF review process and to ensure that the research is aligned with its goals and mission. The HSF places a high priority on ensuring appropriate lay summaries are submitted as part of each application. If the application is accepted for funding and the lay summary is identified as unsatisfactory, funds will be encumbered pending receipt of a satisfactory lay summary.

Please note that the onus is on each applicant to ensure each of the following:

- All information provided on the application form is clear and concise.
- A structured lay summary is completed with a clear explanation of how the research proposal is relevant to the objectives of the initiative. The lay summary must be written in everyday language (for a general audience) at a level no greater than Grade 10. The structured lay summary is a mandatory section of the application. Applications without a response to each sub-section of the structured lay summary will be considered incomplete.

2) Eligibility Criteria

Principal Investigators will have a full-time academic or institutional appointment in Canada. However, under special circumstances, applications from other scientifically qualified individuals may be considered. In such circumstances, the research must be conducted at a Canadian institution and Principal Investigators must have an academic or institutional appointment as of July 1, the start date of the award. Any applicant in an adjunct position must submit a letter from their dean/chair/division director to clarify their specific appointment, i.e. amount of protected time available, local infrastructure in place.

Please contact the HSF Research Department prior to application if you require clarification on eligibility.

3) Definitions of Applicant Roles

- a. **Principal Investigator:** A principal investigator shares the responsibility for the intellectual direction of the research and is responsible for overseeing all aspects of the research project. In applications where the responsibility for the intellectual direction of the research is shared more or less equally between two or more individuals, there may be two or more Principal Investigators. One of the Principal Investigators must be designated as the Nominated Principal Investigator. The Nominated Principal Investigator assumes the administrative and financial responsibility for the grant, which will be paid to that individual's institution. The Nominated Principal Applicant must be eligible to apply for HSF research grants, through an institution eligible to administer HSF funding.
- b. **Co-Applicant:** A co-applicant contributes substantially to the intellectual content of the research. Co-Applicants work in collaboration with the Principal Applicants who have the ultimate responsibility and accountability for the project.
- c. **Collaborators:** Collaborators provide a special service or support (such as access to equipment, training in a specialized technique, statistical analysis, access to a patient population etc...) but are not necessarily involved in the overall intellectual direction of the research. Letters of support are required from any collaborators listed in the application. These letters must be included as part of the full application package, submitted on the application deadline date.
- d. **Knowledge User:** HSF adopts the definition of knowledge user from the Canadian Institutes of Health Research (CHIR).

A **knowledge user** is an individual who is likely to be able to use the knowledge generated through research to make informed decisions about health policies, programs and/or practices.

A **knowledge user** can be, but is not limited to, a practitioner, policy maker, educator, decision maker, health care administrator, community leader or an individual in a health charity, patient group, private sector organization, or media outlet.

Knowledge users may participate in the project in any of the roles define above. Specific requirements may be outlined in the RFA (e.g. requiring that a knowledge user be included, at a minimum, in a Co-Applicant role).

4) Funding

HSF will invest in high quality projects ranking among those judged to be very good to excellent through SRC peer review. Applications receiving a score of less than 3.5 will not be considered for funding. The highest rated applications will be funded.

Copies of reviewers' reports will be provided to applicants at the end of the competition.

5) Full Application

For those invited to submit a full application, application forms will be sent to the Principal Investigator.

a. Full Research Proposal - Guidelines

Applicants are required to attach a detailed research proposal. The research proposal must include the following:

- Hypothesis to be tested or Research Question;
- Knowledge to date;
- Methods to be used;
- Anticipated results, and conclusions;
- Possible problems; and
- Pertinent references.

Submissions must be prepared according to the following guidelines:

Formatting

- Text must be single-spaced, 12 point Times New Roman or 11 point Arial (including labels and descriptions, accompanying figures, tables, charts, photographs, etc.).
- Margin of 2 cm (3/4 inch) around the entire page.
- Header:
 - "Research Proposal" (left corner)
 - Applicant Name (right corner)
- Footer:
 - Number pages consecutively
 - Page numbers must be centred

Organization

- The Research Proposal should be predominantly text and is limited to eleven (11) pages.
- To improve the clarity of the grant, figures, charts, tables, etc. may be included in the research proposal or appended after the references. Please note that embedded figures, charts, tables, etc. count toward the eleven (11) page limit. *Pages beyond the eleven (11) page limit will NOT be evaluated by the reviewers.*
- References should be placed at the end of the research proposal and will not count toward the eleven (11) page limit.
- Figures, charts, tables, etc. appended after the references must not exceed seven (7) pages. *Pages beyond the seven (7) page limit will NOT be evaluated by the reviewers.*
- Additional supporting documentation such as questionnaires, RCT methods, consent forms, etc. may be attached as a separate document (no page restriction).

Failure to adhere to the guidelines above risks the application being deemed unacceptable and removed from the competition.

b. Scientific, Methodological or Budgetary Overlap: Current Funding and Pending or Contemplated Grant Submissions

For each currently funded grant, grants under submission or in preparation, attach the necessary information to the application that describes whether/how there is any scientific, methodological, or budgetary overlap with the current application (i.e. registration copy from CIHR). A percentage for the degree of overlap must be provided on the application, where requested, under each of the three (3) categories.

c. Budget

Budget Request: The HSF will not approve budgets exceeding \$300,000 over three years.

Funds are provided, and must be used solely, for the direct costs of research. This excludes direct costs (e.g. library, heat and light, office furniture, overhead, curtains, lamp shades, administrative charges and fees). The full application must include a detailed justification of all costs.

Applicants must explain and justify the need for each budget item. Sufficient information is required to allow reviewers to assess whether the resources requested are appropriate and reasonable. Failure to provide detailed information and appropriate justification may result in budget cuts that could adversely affect the final budget award for the project.

Budget Justification

Rigorous justification of proposed spending needs to be provided and will be rigorously reviewed by the HSF.

Rigorous justification of the budget requires an explanation and rationalization for each budget item. Sufficient information must be included such that it will allow reviewers to assess whether the resources requested are appropriate. Failure to provide detailed information and appropriate justification may result in budget cuts that could adversely affect the final budget awarded for the project. Please provide rationale for the quantities, attributes and requirements for the particular people and items requested.

i. Salaries and Benefits:

The HSF will only provide benefits up to a maximum of 30%. The HSF will not cover any salary increases.

Provide names (if known), categories of employment and proposed salaries (including non-discretionary benefits) of all personnel identified in the budget. Attach a copy of the institutional guidelines relating to requested benefit levels. Briefly describe the responsibilities of each position for which support is requested and attach a brief CV as an appendix for those positions for which an individual has been identified.

Salaries for unnamed research assistants, technicians and research associates should also conform to those of the institution in which the individual is carrying out the research, subject to the approval of the HSF.

ii. Summer Students/Graduate Students:

Stipend levels must be aligned with institutional guidelines. However, the HSF does not provide support for benefits towards summer students, undergraduate students, graduate students, and/or post-doctoral fellows.

iii. Research Equipment (including maintenance and facility):

Research equipment is defined as any item (or interrelated collection of items comprising a system) that meets all three (3) of these conditions:

- Non-expendable tangible property;
- Useful life of more than one (1) year; and
- A cost of \$2,000 or more.

For example: A laptop computer that costs less than \$2,000 would be considered as materials or supplies even though it is a non-expendable tangible item with a useful life of more than one year.

A cost quotation must be provided for equipment or service contracts greater than \$10,000. Two (2) competitive quotes as well as letters from an appropriate institutional official documenting the availability and status of similar equipment are required for items costing more than \$25,000.

Provide a breakdown and justification of the items requested. Give details of models, manufacturers, prices and applicable taxes. In addition, for maintenance and/or equipment items listed, indicate:

- The availability and status of similar equipment.
- The anticipated extent of utilization.
- The reasons for choice of specific type, model or service contract, in relation to alternatives.
- Where applicable, the necessity for upgrading existing equipment or service contracts. For equipment or service contracts costing more than \$5,000, attach at least one (1) quotation for cost. For items costing more than \$25,000, attach a letter from the Department Head(s) and/or Research Institute Director(s), documenting availability etc., plus at least two (2) competitive quotes.

iv. Experimental Animals:

Include species to be used and sample size justification along with calculations, if applicable.

Provide a breakdown for procurement, breeding, boarding, feeding and wherever possible include a copy of the Institution's standardized costs for these tasks as they vary from Institution to Institution.

v. Materials and Supplies:

Provide details and justify / explain major items. Do not simply list items. Materials refer to items that generally cost under \$500. Supplies such as test tubes and sample tubes would be classified as materials/supplies.

vi. Payments to Study Subjects:

The HSF allows well justified and reasonable reimbursements for required travel, parking, childcare, honoraria, or other items that would reduce barriers to participation.

vii. Publications:

The HSF will only provide support up to \$2,000 in the final year of any application recommended for funding. Proper justification and a brief explanation are required.

viii. Other:

Provide justification / explanation for each item listed.

ix. Service Contracts:

Provide justification / explanation for each item listed.

x. Travel:

HSF will only provide support up to \$3,000 in the final year of any application recommended for funding. Proper justification and a brief explanation of how each activity relates to the proposed research are required. The purpose and estimated cost (up to a maximum of \$3,000) of such travel must be given.

xi. Knowledge Transfer and Exchange Plan:

List and explain the costs associated with the Plan. Eligible expenses include:

- Workshops, symposia and conferences which have direct relevance to Knowledge Transfer and Exchange. Eligible activities must involve substantive and meaningful interaction among researchers, knowledge users and relevant stakeholders.
- Costs associated with planning, publication, translation and/or dissemination.
- Fees or honoraria for the preparation of background documents (e.g. environmental scans).
- Costs associated with the creation and distribution of dissemination and communication tools (e.g. plain language summaries of other mechanisms).
- Costs of developing web-based information, including website maintenance fees.

xii. Financial Contributions from Other Sources (if applicable):

Provide a brief explanation of any financial (not in-kind) contribution from other sources (if applicable).

6) Partnered Funding

The applicant is required to declare proposed partnered funding prior to application in order for HSF to confirm the appropriateness of the proposed funding partner. There can be no overlap/duplication in expenses or activities and HSF's peer review panel would provide the HSF with an opinion as to whether the HSF portion of the project could proceed independently of the partnered funding, if needed. HSF-approved projects with partnered funding would be encumbered pending confirmation of sufficient funding to complete the project, if recommended by HSF's peer review committee which would be provided in the funding Acceptance Form. Partnership with other funding organization(s) will be considered.

7) Multi-Centre/Site Application

Where a research project involves multiple centres/sites by reason of location of activity and/or investigators. Multi-Centre/Site applications must demonstrate benefit to all centres/sites involved. It is the responsibility of the applicant to ensure that applications demonstrate the following:

- A high probability of informing policies, practice, programs and/or science.
- Significant "value-added" to perform a particular project across centres/sites.
- A research design reflecting work done in each centre/site
- Roles and responsibilities of each team member located in each site/centre.

8) Contact Information:

Research Department
Heart and Stroke Foundation of Canada
222 Queen Street, Suite 1402
Ottawa, Ontario K1P 5V9
Tel: (613) 569-4361 Ext.: 257
Fax: (613) 569-3278
E-mail: research@hsf.ca
Website: www.hsf.ca/research