

ENRRICH Catalyst Grant Application

The purpose of the ENRRICH Catalyst Grant is to complete stand-alone projects that are the first step in a larger research program or to obtain pilot data needed to strengthen grant applications to provincial or national funding agencies. Stand-alone projects are defined as projects that can be completed within the available maximum funding. The competition is not meant to supplement other funding sources to complete a larger project. The entire project must be funded by the Catalyst Grant (i.e., matching funds or combining funds from other sources is not allowed).

Primary Applicants and Co- Applicants must either be ENRRICH members or attach a membership application with this funding application. The Primary Applicant is the individual responsible for the preparation, conduct, and administration of the research grant. Only those with academic appointments may act as Primary Applicant to facilitate the transfer of funds. Individuals without an academic appointment are eligible to hold the role of Co-Primary Applicant or Co-Applicant where applicable. Investigators may only submit one grant as Primary Applicant but may participate as Co-Applicant on additional applications. Please note, ENRRICH Catalyst Grant funds may not be used to support travel or accommodations unrelated to performance of the project (e.g. funding to attend or present at conferences is not an allowable expense).

New for the 2023/24 Winter Catalyst Grant:

- Grants do not require that team members have not previously collaborated; however we still strongly encourage applicants to consider the addition of new team members/areas of expertise within the application.
- Current ENRRICH grant holders are eligible to apply for the catalyst grant. Please note that ENRRICH members will be limited to holding 2 active ENRRICH grants at a time. This includes ENRRICH grants that are ongoing with extensions.

Applications must be submitted no later than 4:00 p.m. on January 11, 2024. Late, incomplete, inaccurate, or improperly prepared applications will not be reviewed. **Please email an intent to apply by December 15th to enrich@chrim.ca.**

This form can be completed and saved in <https://acrobat.adobe.com/ca/en/acrobat/pdf-reader.html>, available online at no charge. Completed forms must be signed by both the applicant and the applicant's department head. An electronic version of the complete application must be consolidated into a single PDF, saved as <your last name>ENRRICHCatalystGrant.pdf, and emailed to enrich@chrim.ca and grantsadministrator@chrim.ca.

Please note, a completed Funding Application Approval Form (FAAF) must be submitted with the application. The form can be found [here](#). Please note that the grant must be submitted to Office of Research Services (resmedgrants@umanitoba.ca) at least ten working days prior to the **grant** due date (three days prior to ORS deadline). See [here](#) for more detail.

PART A: CHECKLIST

- Signature page completed
- FAAF has been submitted to ORS
- This is a stand-alone project that can be completed within the available maximum funding
- Completed ENRRICH Catalyst Grant Submission Form including all components:
 - Applicant information
 - Names and information of team members
 - Explanation of how your project merges existing research programs or creates a new research collaboration (250-word max)
 - Lay summary (250-word max, grade 8 reading level)
 - Explanation of relevance to neurodevelopment or rehabilitation in child health (250-word max)
 - Explanation of how sex and gender (or sex and gender-based analysis plus, if applicable) is integrated or not integrated into the project (250-word max)
 - Explanation of how child and family partners are included or not included (250-word max)
 - Status of other funding applications for this project
 - Detailed explanation of proposed research (three-page max)
 - Budget page complete, total not exceeding allowable maximum
 - References (one-page max)
 - Figures and tables (one-page max)
 - Font and formatting: Times New Roman, 12pt font, 2cm margins, single spacing

LIST OF REQUIRED ATTACHMENTS:

- DETAILED EXPLANATION OF THE RESEARCH PROJECT:**
Please explain the rationale, objectives and hypotheses, methods, sample size and data analysis plan, implications of findings, and plans for knowledge translation. This section should be submitted as an attachment, converted to PDF, max *THREE PAGES*, Times New Roman, 12pt font, 2cm margins, single spacing.
- BUDGET (MAX \$30,000):**
Please provide a detailed budget for the proposed research, entering all amounts in round dollars only and a justification for each budget expense, on a *SINGLE* page, converted to PDF, Times New Roman, 12pt font, 2cm margins, single spacing.
- REFERENCES:**
References should be attached on a *SINGLE* page, converted to PDF (Vancouver format), Times New Roman, 12pt font, 2cm margins, single spacing.
- TABLES AND FIGURES:**
Supporting tables and figures, including a project timeline, should be attached on a *SINGLE* page, converted to PDF, with Times New Roman, 12pt font, 2cm margins, single spacing



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PART B: SIGNATURE PAGE

The signature below indicates that the applicant:

1. Attests to the completeness, accuracy, and correctness of the information provided in this application
2. Has an appointment that provides adequate time and access to facilities to conduct the proposed research and the absence of any other impediments to the conduct of that research
3. Agrees that all information and materials provided in connection with this application may be reproduced, disseminated, and used by the Children’s Hospital Research Institute of Manitoba for any purpose at any time
4. Agrees to comply with all requirements of the Children’s Hospital Research Institute of Manitoba, including its policies and funding guidelines (www.chrim.ca)

Applicant Name: _____

Applicant Signature: _____

Date: _____

Department Head Signature: _____

Date: _____



Applicant Surname: _____
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PART C: PROPOSED PROJECT

PRIMARY APPLICANT INFORMATION:

Applicant Name	
Primary Academic Department	
Mailing Address	
Telephone	
Email	
Project Title	

CO-APPLICANTS: ROLES & RESPONSIBILITIES:

Please briefly describe the roles and responsibilities of the Primary Applicant, Co-Applicants(s), Staff, and Trainees:

Name	Position	Related Expertise	Roles/Responsibilities

How does this project merge existing research programs or create new collaborations to advance neurodevelopment or rehabilitation in child health? (250-word max):

Lay summary of proposed project (250-word max):



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SEX AND GENDER-BASED ANALYSIS PLUS:

“The “plus” in GBA Plus acknowledges that [Gender Based Analysis (GBA)] Plus is not just about differences between biological (sexes) and socio-cultural (genders). ... GBA Plus considers many other identity factors such as race, ethnicity, religion, age, and mental or physical disability, and how the interaction between these factors influences the way we might experience government policies and initiatives.” (Government of Canada, 2022, <https://women-gender-equality.canada.ca/en/gender-based-analysis-plus/what-gender-based-analysis-plus.html>)

Is sex as a biological variable considered within this project? YES NO

Please explain (250-word max).

Is gender considered within this project? YES NO

Please explain (250-word max).



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If this project includes additional considerations related to equity, accessibility, participation, or intersectionality, please outline them here (250-word max).

Relevance to neurodevelopment or rehabilitation in child health (250-word max):



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PART D: BUDGET DETAILS

Expense Category	Cost	Justification
Staff		
<i>Staff, Subtotal</i>		
Equipment		
<i>Equipment, Subtotal</i>		
Services		
<i>Services, Subtotal</i>		
Knowledge Translation		
<i>Knowledge Translation, Subtotals</i>		
Other		
<i>Other, Subtotals</i>		
BUDGET TOTAL		