

**LUPUS**  
**CANADA**  
Life Without Lupus



## Lupus Canada Funding Announcement: 2020 Catalyst Grant

**Purpose:** Catalyst grants are intended to help kick start a new project or research idea focused on discoid or systematic lupus erythematosus (SLE). This grant provides support to Canadian investigators to initiate new research ideas and projects and is intended to complement rather than compete with traditional sources of funding such as the Canadian Institutes for Health Research (CIHR).

**Award amount: 1 award of up to \$35,000 CDN per year** (*subject to USA/CDN exchange rate at the time of the award*)

**Application deadline: April 17<sup>th</sup>, 2020 at 5pm EST**

**Earliest award date: June, 5<sup>th</sup> 2020**

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## About the Lupus Canada Catalyst Grant Award

The Lupus Canada Catalyst Grant Program was launched to support high calibre start-up projects that have the potential to significantly advance the field or impact the lives of persons living with lupus and their families. This grant provides support to Canadian investigators to initiate new research ideas and projects and is intended to complement rather than compete with traditional sources of funding such as the Canadian Institutes for Health Research (CIHR). Our hope is that investigators who receive a Lupus Canada grant will have greater success in obtaining larger multiyear grants from traditional funders.

### Objectives

Catalyst grants are intended to help kick start a new project or research idea focused on discoid or systemic lupus erythematosus (SLE). This could include, but is not limited to:

- pilot or feasibility studies
- development of new research methodology
- development of new research technology, tools or devices
- novel partnerships/collaborations

This Request for Applications is intended to support any of the four pillars of health research: biomedical, clinical research, health systems/services or social, cultural, environmental and population health so long as there is a clear tie to advancements in Canadian lupus research. Our hope is that these grants will seed additional funding and that the program of research will substantially impact the lives of Canadians living with lupus and their families.

## Eligibility

All applicants and co-applicants must hold an academic appointment at a Canadian university, teaching hospital or similarly accredited institution (i.e., an institution eligible to hold tri-council funding).

Candidates in postdoctoral training are eligible to apply, but must have a Co-Principal applicant with an academic appointment in order to receive funds at their institution.

All applicants must be Canadian citizens or permanent residents. Collaborators may be from outside of Canada, however no funds from Lupus Canada may be transferred outside of the country.

Principal Investigators are permitted to submit up to a maximum of 1 applications per competition.

## Funding Opportunity

This year Lupus Canada Catalyst Grant Program is collaborating with Lupus Foundation of America to facilitate and improve grant management. Applications to the Catalyst Grant Program will be adjudicated through a peer reviewed process. There is a total of \$35,000 (CDN) available to fund one project for a term of 1 year. Grants are non-renewable and cannot be carried forward.

## Online Submission

The Lupus Foundation of America uses an electronic grant submission process. All applicants must submit their full application packages through the Fluxx online grants management system. **Paper applications will not be accepted.**

Applicants must complete an eligibility quiz and registration form prior to starting their application. Visit <https://lupusfoundation.fluxx.io/> to complete the eligibility quiz and start the application process.

For more information, visit our Request for Applications page at <http://www.lupus.org/rfa>. Please contact Ashley Marion at [marion@lupus.org](mailto:marion@lupus.org) if you have any questions.

**Required Application Components** Complete application packages (with all required attachments and supportive documentation) must be submitted online by **5:00 P.M. ET on April 17, 2020**. We will not accept hard copies under any circumstances.

The application **must** include the following components:

1. Cover letter on institutional letterhead that includes:
  - Applicant's name, date, address, and original signature
  - Project title and dates of proposed project
  - Status of Institutional Animal Care and Use Committee (IACUC) and/or Institutional Review Board (IRB) approval
  
2. Grant application cover page that includes:
  - Project title and dates of proposed project
  - Name of the applicant and the authorizing official at the administering institution: name, Highest degree, title, email address, direct phone number, and institutional street address
  - If different from the institutional authorizing official, the institutional grant administrator's name, highest degree, title, email address, direct phone number, and institutional street address.
  - Dated original signatures from the applicant and the institutional signing official. All dated signatures must be on the same grant application cover page.
  - IRB and/or IACUC approval date, as well as the Human Subjects Assurance Number and/or Animal Welfare Assurance Number. If these are not available at the time of application, they will be required upon acceptance of the award and prior to disbursement of any funds to the sponsoring institution.
  
3. Research proposal abstract and layperson summary:
  - Scientific abstract that is no longer than 2,000 characters
  - Layperson's summary of the proposal for the Lupus Canada and Lupus Foundation of America's use in press releases, no longer than 2,000 characters.
  
4. NIH-formatted Biosketches from the applicant and any other research personnel who will have a major role in the design, execution, analysis, interpretation, or writing related to the proposed studies. The CV should include positions and honors, peer-reviewed publications, as well as current and pending research support.

5. A proposal narrative of no more than 6 pages (single spaced with one-inch margins, in 12- point Times New Roman font, excluding the Literature cited pages), that includes the following sections:
  - a. Background, review of literature, significance
  - b. Research questions and specific objectives
  - c. Research methods and approach
  - d. Knowledge translation plan
  - e. Future plans for grant submissions
  - f. Relevance and potential impact of this work to Canadian persons with lupus and their families

Appendices are limited to 10 additional pages and could include the following:

- g. Reference list
  - h. Tables and figures
  - i. Data collection tools
6. A brief but specific budget and proposed breakdown of how the funds are to be used (keeping in mind the specifications and restrictions outlined below).

For each category of expense please provide a dollar amount requested. Please provide a narrative budget justification for each category.

Category	Amount Requested (CDN)	Justification
Compensation Related		
Travel		
Supplies and Equipment		
Research Dissemination		
Other		

## Submission Deadline

Application packages must be submitted in their entirety via Fluxx by no later than **5:00 P.M. ET on April 17, 2020**. No application materials will be accepted after this deadline. Only one proposal per applicant will be accepted.

The earliest notification of grant awards will be made by **June 5<sup>th</sup>, 2020**.

## Evaluation Criteria

Each proposal will be reviewed according to a modified version of the 9-point NIH review system (see this page: [http://grants.nih.gov/grants/peer\\_review\\_process.htm](http://grants.nih.gov/grants/peer_review_process.htm)) by experts in lupus research. Each proposal will receive an overall impact score (1-9) as determined by the reviewers' assessments.

1. Significance
2. Innovation
3. Approach
4. Environment
5. Institution
6. Applicant
7. Relevance to lupus

## Use of Funds and Conditions of Award

1. Funding will be provided to support only direct costs of research. Typical costs are summarized below:

	<b>Eligible expenses</b>	<b>Ineligible expenses</b>
<b>Compensation related expenses</b>	<ul style="list-style-type: none"> <li>• Salary</li> <li>• Benefits</li> <li>• Stipends</li> <li>• Honorarium</li> </ul>	<ul style="list-style-type: none"> <li>• Release time</li> <li>• Administrative/management fees</li> <li>• Severance and separation</li> </ul>
<b>Travel</b>	<ul style="list-style-type: none"> <li>• Travel related to field work, data collection, or research subject participation</li> </ul>	<ul style="list-style-type: none"> <li>• Travel, meals and accommodation related to research conferences, collaboration</li> <li>• Commuting costs</li> </ul>
<b>Supplies &amp; Equipment</b>	<ul style="list-style-type: none"> <li>• Computers and electronic communications including tablets and other hardware and specialized software</li> <li>• Cellular phones, smartphones or other electronic devices when necessary for research purposes (e.g., datacollection)</li> <li>• Training for use of equipment</li> </ul>	<ul style="list-style-type: none"> <li>• Standard monthly connection fees</li> <li>• Installation of phone lines</li> <li>• Construction fees</li> </ul>
<b>Research Dissemination</b>	<ul style="list-style-type: none"> <li>• Publication and open access fee</li> </ul>	<ul style="list-style-type: none"> <li>• Translation</li> </ul>
<b>Other</b>	<ul style="list-style-type: none"> <li>• Regulatory compliance</li> <li>• Hospitality costs related to research networking</li> </ul>	<ul style="list-style-type: none"> <li>• Alcohol</li> <li>• Entertainment or gifts</li> <li>• Professional development</li> </ul>

*Items not addressed here, will remain under the discretion of Lupus Canada.*

2. Reporting and Publication Requirements: Information provided in reports will be used by Lupus Canada on our website, newsletters and other communication mechanisms to both promote our role in lupus research and increase transparency to our donors. Funding for the Catalyst Grant Program has been generously provided by Lupus Canada donors. As such, the financial support awarded by Lupus Canada must be acknowledged in all forthcoming publications and presentations.
3. Awardees must electronically submit signed, dated interim and final progress reports documenting the nature and outcomes of the research conducted (the signature of the principal investigator isn't needed). Reports must be submitted to Alyssa Parks (parks@lupus.org),

Director of Research at the Foundation), by the mid- and end-points of the grant award, respectively. The Foundation will provide a formatted progress report form to awardees with their award letters.

4. Each award is for one-time use only and cannot be postponed, extended, modified, or transferred to another individual or institution. No additional funds will be provided beyond the amount stipulated in the award letter.
5. Each award payment will be made in the form of a check payable or wire transfer in U.S. dollars to a designated institutional grant official who is authorized to receive, deposit, and appropriately manage funds from such a check at the sponsoring institution. Under no circumstances will a check be made payable or available to an applicant, sponsor, or other individual associated with the proposed research.
6. Any patentable discoveries resulting from research funded either wholly or partially by the Lupus Foundation of America must be reported to Alyssa Parks (parks@lupus.org), Director of Research at the Foundation, as soon as any relevant decisions to pursue a patent are made. A patent application resulting from any such research-related activities cannot be made without the prior written consent of the Foundation and Lupus Canada.
7. Each applicant must indicate on his/her cover letter that all proposed research will be conducted according to the Tri Council policy statement concerning the ethical conduct for research involving humans. Also, each applicant's institution must agree to hold the Foundation harmless from any and all claims that may arise from research-related activities funded either wholly or partially by the Lupus Foundation of America, Inc. or LupusCanada.