

# THE DRUMMOND FOUNDATION

## *Request for Applications (RFA) for Research Grants 2021*

The Drummond Foundation invites Applications for Research Grants from investigators working in Canada who are interested in ageing-related research and in improving the quality of life of socially, mentally, or physically disadvantaged older adults, their families, and caregivers. The Applicants are eligible if they are **new** to the Drummond Foundation (have not yet received a grant from the Drummond Foundation) and are:

- A. an **early-career** investigator (within 6 years of first appointment in a university or in a university affiliated research institute), **or**
- B. a **mid-career or senior** investigator clearly making a bridge to a **new** field.

Applications will be judged on their scientific merit (quality of the research approach, originality, feasibility), the potential impact of results, and the innovative character of the project.

The individual Applicant may request a maximum of **\$25,000** for a one-year period, that may extend to the final report deadline specified in the grant conditions set out below.

NOTE: To receive a grant from the Drummond Foundation, the Principal Investigator must:

- have a University and/or Research Institute appointment to administer funds via a Canadian university-affiliated account.
- have secured the **ethics approval certificate** for the research project **by October 31, 2021**.

### **APPLICATION PROCESS:**

The Application process is composed of two phases:

**Phase 1:** A Letter of Intent, submitted by May 14, 2021. Letters of Intent will be evaluated, and successful Applicants will be notified by June 30, 2021 as to their eligibility to submit a Research Proposal.

**Phase 2:** A Research Proposal, submitted by September 3, 2021. Research Proposals will be evaluated by the Drummond Foundation's Scientific Advisor and a panel of external reviewers. All Applicants will be informed of the decision regarding their proposal by January 31, 2022.

### **PHASE 1 – LETTER OF INTENT:**

Investigators interested in submitting an Application should submit a Letter of Intent comprised of the following sections:

1. Project statement (**on a separate, single page** – see template):
  - a) at top left corner of page: line 1: Full Name; line 2: Department, Faculty, University, City, Province
  - b) title of project at top centre of page
  - c) a concise 500-word summary of the project, including objectives, methods (design, sample strategy and size, method for data collection and analysis), impact **and**
  - d) how it relates to Drummond Foundation objectives, that is, improving the quality of life of older adults, their families and caregivers (who will benefit and how?)
  - e) duration of study

Page 2 and following:

2. Name and university affiliation of Principal Investigator, and:
  - A. for an **early career** investigator: state year of **first** appointment
  - B. for a **mid-career or senior** investigator making a bridge to a new field: explain how the project achieves this (250 words).
3. Name and university affiliations of associates
4. Names of partner organizations, and name, title, and contact information of their representative
5. When the Principal Investigator's university appointment is not a tenured or tenure-track position, confirmation of Principal Investigator's authorisation to administer funds via a Canadian university-affiliated account.
6. Condensed (5-page) curriculum vitae of Principal Investigator must be attached.

**Letter of Intent and curriculum vitae of Principal Investigator must be e-mailed in PDF format by May 14, 2021 to:**

Dr. Lucyna Lach  
Scientific Advisor  
The Drummond Foundation  
[office@drummondfoundation.ca](mailto:office@drummondfoundation.ca)

All **successful** Applicants will be notified of the decision regarding their Letter of Intent by June 30, 2021.

## PHASE 2 – RESEARCH PROPOSAL:

Investigators invited by the Drummond Foundation to submit a Research Proposal must follow the format below:

**Presentation standards:** minimum margins of 2.5 cm, text spaced at 1.5 and left-aligned. Font size must be 12, letter-quality type. The Research Project part of the proposal must not exceed 5 pages of text.

The Application must comprise the following sections, formatted as described:

### EXECUTIVE SUMMARY / FORMAT

#### 1. On a separate, single page:

- a) at top left corner of page: line 1: Full Name; line 2: University, City, Province
- b) title of project at top centre of page
- c) an Executive Summary of 250 to 300 words, suitable for a non-scientific audience

### RESEARCH PROPOSAL / FORMAT

#### 2. TITLE PAGE, INCLUDING

- a) Title of proposal
- b) Principal Investigator's name, affiliation, and contact information (telephone, e-mail, and postal address)
- c) Co-investigators' names and affiliations
- d) Names of partner organizations, and name, title, and contact information of their representatives, if any
- e) Total funds requested
- f) Name and address of institution where research funds will be administered
- g) Name of Director of Research, and contact information (telephone, e-mail, and postal address)
- h) Name and title of Financial Officer, and contact information (telephone, e-mail, and postal address)

#### 3. A **TIMELINE:** A schedule showing the sequence and duration of main phases for the entire project

#### 4. A **BUDGET:** A budget, including a declaration of any potential budgetary overlap with other sources of funding for this project. Budget requests may cover costs of small equipment, software, related travel, research assistance, and release time for the principal investigator to conduct this research. Indirect costs of research are not eligible.

#### 5. **THE RESEARCH PROJECT (maximum 5 pages)** to include:

- a) **STUDY OBJECTIVES:** identify key research question(s) and hypotheses (where appropriate).
- b) **PRESENT STATE OF KNOWLEDGE:** provide theoretical and empirical rationale for the proposed study, citing relevant literature.
- c) **METHODS:** describe study design, site(s) where research will be conducted, sampling strategy and size, method for data collection and analysis. For quantitative studies, define independent and dependent variables, and state specifically how they will be measured; provide justification for sample size. For qualitative studies, methodology and analytic method must be adequately described.
- d) **IMPACT OF RESEARCH:** It is important to clearly address the gap(s) in research the proposal addresses, as well as the impact findings will have on the health and well-being of older adults, their families, caregivers, and on health and social policy/practice.
- e) **DISSEMINATION AND KNOWLEDGE TRANSLATION:** describe how results will be communicated to relevant audiences.

#### 6. **APPENDICES** (beyond the 5-page Research Project text):

- a) **SCIENTIFIC REFERENCES** cited in text.
- b) **APPROVAL** from a Research Ethics Board (this may be received up to October 31, 2021)
- c) **LETTERS OF SUPPORT** from agencies where work will be carried out.
- d) **CONDENSED curriculum vitae** describing the Principal Investigator's (5 pages) and each Co-investigator's (2 pages) education, research training, academic positions held, and publications over the last 5 years.
- e) **OTHER**, if desired.

**Any and all materials pertaining to each Research Proposal, must be sent by September 3, 2021**

**a) in PDF format by e-mail to:**

Dr. Lucyna Lach  
Scientific Advisor  
The Drummond Foundation  
[office@drummondfoundation.ca](mailto:office@drummondfoundation.ca)

**AND**

**b) one printed copy by mail (postmarked no later than September 3, 2021) to:**

P. Stuart Iversen  
Secretary, The Drummond Foundation  
1350 Sherbrooke Street West, Suite 1201  
Montreal, Quebec H3G 1J1

**Research Ethics Boards' approvals will be received up to October 31, 2021.**

Qualifying Research Proposals will be reviewed by the Drummond Foundation's Scientific Advisor and a panel of external reviewers. Please note that reviews of the Research Proposals will not be made available. All Applicants will be informed of the decision regarding their proposal on or before **January 31, 2022**.

### **QUESTIONS:**

For any questions, please contact Dr. Lucyna Lach, Scientific Advisor, at [office@drummondfoundation.ca](mailto:office@drummondfoundation.ca)

### **GRANT CONDITIONS:**

Successful Applicants who accept funding from the Drummond Foundation agree to the following conditions:

**A. A FINAL REPORT:** A report of 2000 words must be submitted to the Drummond Foundation no later than **August 31, 2023**. The **Final Report** must include:

1. A title page, including: title of project; name, affiliation, and contact information of Principal Investigator; names and affiliations of Co-investigators; names of Partner organizations.
2. A one-page document, in two parts:
  - a) a 250-word structured abstract
  - b) a 250-word impact statement
3. A Report with the following headings and information:
  - a) Objectives
  - b) Design
  - c) Setting
  - d) Participants
  - e) Main Outcome Measures
  - f) Results
  - g) Conclusions

The Drummond Foundation retains 10% of the Grant amount. This will be paid upon the receipt of the Final Report by the specified deadline. Applicants who accept funding, but fail to adhere to grant conditions may be asked to return funds

**B. ACKNOWLEDGMENTS AND DISSEMINATION:** A copy of all publications and all media coverage emerging from the funded project must be supplied to the Drummond Foundation. The Drummond Foundation must be acknowledged in all dissemination and knowledge translation activities. The Drummond Foundation logo is available upon request for these purposes.

**C. SITE VISITS:** The Drummond Foundation retains the right to conduct a site visit during the course of the work

## TEMPLATE FOR PROJECT STATEMENT

**SURNAME, Name**

**Department, Faculty, University, City, Province**

**Title of project**

500-word text must fit on a single page

**Duration:** (Number) months, from (start date) to (end date)