

Regional Geriatric Program Central Specialized Geriatric Services Grant - Application Form

Applicant Information

1. Are you an Employee of an RGPc Partner Hospital (listed in #3) or Long-Term Care Facility? Yes ☐, or;
2. Are you a Medical Staff member of an RGPc Partner Hospital or Long-term Care Facility? Yes ☒
yes, provide Medical Department or Professional Discipline:
3. If yes to #1 or #2, please check applicable RGPc partner below:
 - ☐ Brant Community Healthcare System
 - ☐ Cambridge Memorial Hospital
 - ☐ Grand River Hospital
 - ☐ Guelph General Hospital
 - ☐ Haldimand War Memorial Hospital
 - ☐ Hamilton Health Sciences
 - ☐ Joseph Brant Hospital
 - ☐ Niagara Health
 - ☐ Norfolk General Hospital
 - ☐ St. Joseph's Healthcare Hamilton
 - ☐ St. Mary's General Hospital
 - ☐ Long-term Care Facility - *please specify facility name and location:*

Title of Research Project [maximum of 100 characters]

SGS Grant Theme (select one only)

- ☐ Supporting dementia-friendly/delirium-friendly care settings
- ☐ Supporting ortho-geriatrics and fracture prevention

Principal Investigator Information Canadian Common CV (CCV) Attached ☐ Role Description Attached ☐

Name:

Profession/Level of Training (specify) (e.g. Nursing/Geriatrician)

Degree:

Research Specialty/Area:

Current Work Address:

Phone:

Hospital/Facility Name:

Email Address:

Administrative Support: (please check if available)

Administrative Assistant ☐

Research Assistant or Research Coordinator ☐

Name:

Email Address:

Name of Co-Investigator(s) *[name, professional designation and % of contribution to project]*

1. Name: % of research

Role Description [maximum 100 characters]

2. Name: % of research

Role Description [maximum 100 characters]

3. Name: % of research

Role Description [maximum 100 characters]

4. Name: % of research

Role Description [maximum 100 characters]

5. Name: % of research

Role Description [maximum 100 characters]

Has this project been submitted elsewhere for support? ☐ Yes ☐ No

If Yes: **Where:**

When:

Response:

Review by local Research Ethics Board (REB)

DD/MM/YY

Approval received from Human REB ☐ No ☐ Yes ☐ Pending, date submitted:

REB Not Applicable ☐ Please provide justification:

Budget Form & Justification

If you intend to use an existing hospital or long-term care facility staff employee or a McMaster University employee, you will need to obtain confirmation of their current position job classification, step level, and hourly rate from their respective manager and/or Human Resources staff. In addition to the budget, provide a copy of your budget justification to provide context around the scope for these positions, in particular responsibilities and accountabilities they will take on.

Budget Attached ☐ [Pages 4 & 5 of 5]

Complete the RGPC SGS Grant Budget Form and justification and attach to this application.

Relevance to RGPC Mission and Strategic Plan

Provide a brief summary, in layperson terms, of your project and the relevance to the [mission and strategic directions of RGPC](#) to be used for publication purposes. [Maximum 150 words]

Research Proposal

Provide a research proposal. The research proposal is limited to 5 pages using Arial 11 font with 1 inch margins. Page limit excludes references and appendices. Include the following in the proposal:

- 1) Purpose and Background;
- 2) Objectives;
- 3) Design and Methods;
- 4) Analysis Plan and
- 5) Proposed Timeline. References limited to 2 pages. Up to 3 Appendices may be included, limited to 2 pages.

Deliverables - Milestone Table

Identify key milestone targets that are set to be achieved at six months and one year for this project.

Timeline	Milestone Targets (brief overview description)
6 months	
1 year	

e-Submission Requirements and Checklist

Only complete applications will be accepted. All incomplete submissions will be returned. Applications are to be submitted no later than **midnight** on **January 15, 2023**.

Applicants are responsible for ensuring a complete submission is provided per the specifications below.

All documents MUST be typed single space in Arial 11 font with 1-inch margins. A complete application must include documents 1 through 7, as per below formatted as ONE pdf file (requiring that all documents be individually converted to pdf and then merged into one pdf file) AND include original MS Excel format of Budget Form. Both files (all-inclusive pdf and MS Excel Budget) are to be sent as TWO email attachments to RGPCinfo@hhsc.ca.

Completed application forms saved in the format of: last name of primary applicant "SGS Grant-Section 2022" (i.e., Surname SGS Grant-Application 2022 and Surname SGS Grant-Budget 2022).

Applicants are responsible for sending the following documents 1 through 8 (in the order specified below) as ONE pdf file PLUS original MS Excel Budget file:

1	Completed SGS Grant Application Form (pages 1-3)	<input type="checkbox"/>
2	Completed SGS Grant Budget Form & Justification (2 pages) include original MS Excel file	<input type="checkbox"/>
3	Role Description of Principal Investigator (1 page)	<input type="checkbox"/>
4	Scientific Summary (1 page) – include background/purpose, research question, methodology, and anticipated public and scientific benefits	<input type="checkbox"/>
5	Research Proposal (5 pages) – excludes references/appendices/collaboration letters etc.	<input type="checkbox"/>
6	Up-to-date full Canadian Common CV (CCV) of Principal Investigator ("Funding source: Common CV" and "CV Type: Full CV")	<input type="checkbox"/>
7	Letter of Support from RGPc partner hospital Program Chief/Chair or Program Director	<input type="checkbox"/>

Submission Date