



REQUEST FOR APPLICATIONS

Issued By
Parkinson Canada

PILOT PROJECT PROGRAM 2023 Cycle

Release Date:	November 14, 2022
Application Deadline (Online Receipt):	February 6, 2023 (11:59 PM EST)
Notifications of Award:	May 2023
Funding Start Date:	August 2023
Duration of Award:	1 year (non-renewable)
Funding Amount:	\$75,000

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BACKGROUND

Parkinson Canada is pleased to offer the Pilot Project Program (the “Program”) as part of its strategic initiative to encourage investigators (researchers) with faculty or equivalent appointments, to enter and perform research in new, specifically targeted, high priority areas of Parkinson’s research in Canada. The Program is available to individuals who propose to conduct this research in the biomedical, clinical, health services and systems and population areas of Parkinson’s. It is our intent that successful applicants will utilize the funds awarded to acquire preliminary data leading to development of larger projects eligible for funding from a major granting agency.

Through this initiative, Parkinson Canada invites grant applications (“Applications”) from applicants committed to conducting novel, emerging, or innovative research in areas relevant to the cure, cause, prevention, improved treatment and/or understanding of Parkinson’s disease or related disorders.

ELIGIBILITY

Applicant: Applications will be accepted from individuals who are representative of a broad spectrum of health-related communities and sectors, including, but not limited to, researchers, scholars and health professionals.

To be eligible for the Program, the applicant must:

1. Be a researcher who has completed formal training in health-related research.
2. Have a research appointment with an “Approved Institution”. The applicant’s research appointment is typically, an employment relationship with such institution or organization. The Approved Institution must:
 - Allow the applicant to pursue the proposed research project, supervise trainees and publish the results of the research; and
 - Require the applicant to conform to institutional regulations concerning the conduct of research, the supervision of research trainees, and the employment conditions of staff paid from the Parkinson Canada grant.
3. Be affiliated with and/or conduct research with an “Approved Institution” or organization that fall under the following criteria:
 - Canadian post-secondary institutions and their affiliated institutions, including hospitals and research institutes;
 - Canadian non-governmental not-for-profit organizations (including community or charitable organizations) with an explicit research or knowledge translation mandate; and
 - Other organizations, as determined by the Research and Clinical Advisory Committee of the Board of Parkinson Canada in consultation with the Advisory Council, provided that the applicant’s research or research-related activities fall within the mandate of Parkinson Canada.

4. Accept responsibility for the intellectual direction of the proposed project and must be willing and able to assume all administrative and financial responsibilities for any funds awarded under the Program.

The applicant will be excluded from the competition if:

1. They have submitted a similar application in the past three consecutive competitions and were unsuccessful.
2. They hold another Parkinson Canada grant as a PI or Co-PI.
3. They have pending final reports from a Parkinson Canada grant or award.
- 4.

Co-PI's and Collaborators. Parkinson Canada accepts applications that include co-applicants (Co-PIs) and collaborators. Co-applicants/Co-PIs are considered to have equal participation and contribution to the research project. Thus, if co-applicants are listed, they must meet the eligibility criteria outlined above. Collaborators are considered individuals who provide a specific service (e.g., access to equipment, provision of specific reagents, training in a specialized technique, statistical analysis, access to a patient population, etc.) and do not need to meet above mentioned eligibility criteria.

Researchers must meet the eligibility criteria established by Parkinson Canada at the time of application.

TERM AND FUNDING

The Program awards up to \$75,000 over a one-year term

APPLICATION PROCEDURES

To Apply:

To apply for the Pilot Project Grant, Parkinson Canada uses an online portal, called **SurveyMonkey Apply** (SMAApply), for application submissions and review. Complete applications are submitted digitally through the Parkinson Canada online application system located on the Parkinson Canada website at <https://parkinsoncan.smapply.io/> no later than **February 6, 2023 (11:59 pm EST)**.

Some general guidelines to apply:

1. Create an SMAApply account.
2. Register or Log In to SMAApply.
3. Once logged in, click on the "View Awards" button and you will be directed to a menu of available awards.
4. Click on the "Apply Now" button beside the appropriate application.

5. Complete the forms and requests and click “submit”.

Application for Pilot Project Grants Requirements:

1. Project Summary for experts in the field (maximum 500 words) (To save space, you do not need to include basic information such as the description of Parkinson’s disease)
2. A non-scientific summary (500 words or less) of the project to be reviewed by people affected by Parkinson’s who will serve as Lived Experience Expert reviewers. The summary should include a description of the issue the research project is addressing, what will be done during the project, and how this work has the potential to impact the lives of people with Parkinson’s (i.e., help us understand the underlying cause of the disease, lead to new treatments, etc.).
3. Project Narrative (**five (5) pages*** - page amounts are suggestions only), including:
 - Background of proposed studies (1 page)
 - Specific objectives of the proposed studies (1/2 page)
 - Details of proposed experiment, including methods and procedures (3 pages)
 - Statement describing relevance for people with Parkinson's in Canada (1/2 page)

*The five-page limit applies only to the project narrative and does not include estimated budgets, references, biographical information, ethical approvals or other support documents.
5. Estimated budget, including all significant aspects of the project such as salaries, materials, and operating expenses. Equipment costs in budgets will be allowable up to 20% of the total budget and travel costs for presentation of research findings will be allowed in budgets up to a maximum of \$1500. Estimated budget information should be documented with sufficient detail and justification to allow reviewers to make judgements about the amount of funds necessary to allow the project to proceed (1 page). Parkinson Canada will not fund institutional overhead costs.
6. Applicants must include accurate and complete information regarding all other sources of funding support (current or pending), including title, funding source, total amount of funds requested or awarded, inclusive funding period, and percentage effort of the applicant.
7. Biographical information of the applicant and any co-applicants (using the Parkinson Canada biographical sketch form).
8. Relevant and reasonable support materials, including but not limited to photographs, literature references, maximum **three (3)** publications, letters of collaboration and appendices may be included. Applicants are encouraged to include copies of any assessment scales referred to in their proposals.
9. Signature of applicant and an authorized signing official of the applicant’s host institution.

Note: Applicants should use a minimum font size of 12 point, black ink. Six lines per inch. One inch margin with no condensed type or spacing. References can be printed in smaller font, however they must be legible.

Additional information (if applicable):

- If a version of the present application has been submitted previously to Parkinson Canada, but was not funded, provide a response to the comments of previous reviewers. The response should stand alone, i.e., no required reference to any other documents, including the previous application.

- If funding has been received from Parkinson Canada within the past five (5) years, please indicate whether you were able to publish / present the results of your research or leverage funding for other grants.
- An explanation of any interruption in the applicant's academic career.

Applicants do not need to courier any documents to Parkinson Canada; however, we do ask that you keep the original signed documents which may be requested in the event that your application is successful in the competition.

Any applications in violation of these guidelines are subject to disqualification at the discretion of the Advisory Council

Incomplete applications or applications received later than **February 6, 2023 (11:59pm EST)** will not be considered under any circumstances.

REVIEW PROCESS AND CRITERIA

The review of applications for research grants and training awards submitted to Parkinson Canada will be completed by the Parkinson Canada Scientific Advisory Council (SAC) through a peer review process. People affected by Parkinson's Disease will also be involved and will review the non-scientific aspects of the application as Lived Experience Expert Reviewers. The peer review function of the SAC is a cornerstone of Parkinson Canada's research program and provides for the highest quality of objective adjudication.

Upon completion of the review, Parkinson Canada will notify each applicant of the status of their funding and provide the feedback on their application from the SAC.

The principal consideration used to evaluate Applications is research excellence potential. There are, however, a variety of additional criteria that may be considered by the Scientific Advisory Council in the evaluation process. Each of the criteria listed below will be considered in assigning the overall ranking of the Application, weighting them as appropriate for each Application.

- Are the applicant's conceptual framework, design, methods, and analyses adequately developed, well integrated, and appropriate? Does the applicant acknowledge potential problem areas and consider alternative tactics?
- Does the proposed project build on the existing strengths of the individual researcher and Canadian research in the area of Parkinson's as a whole? Does it contribute to Canada's leadership potential in Parkinson's knowledge in that field? Where does this work position itself in relation to world knowledge of Parkinson's at this time?
- Does the project employ novel concepts, approaches or methods? Are the project's objectives original and innovative? Does the project challenge existing paradigms or develop new methodologies or technologies?
- Is the applicant appropriately trained and well suited to carry out this work? Is the work proposed appropriate to the experience level of the applicant and other researchers (if any)?

- Is the scientific environment in which the work will be done likely to contribute to the project's probability of success? Is there evidence of institutional support of this project?
- Is this project relevant to advancing the understanding of Parkinson's? Does it have the potential to advance the state of science/social science relating to Parkinson's? What can be done with the results of this proposed project?

In addition to the above criteria all applications will also be reviewed with respect to the following:

- If applicable, applicants must clarify how their project is truly new or pilot as it relates to other Parkinson Canada funding received;
- The reasonableness of the proposed budget and duration of the project in relation to the proposed research;
- If applicable, applicants must clarify any overlap or potential overlap with currently funded projects.
- The adequacy of the proposed protection of humans, animals, or of the environment, to the extent that they may be adversely affected by the project proposed in the application. The Advisory Council will also examine the provisions for the protection of human subjects (if any) and the safety of the research environment.

One other component of the grant review process will include assessment from individuals with lived experience with Parkinson's who will be part of the grant review committee. Lived Experience Expert Reviews will provide feedback about each proposal based on the following criteria:

1. Could the outcomes of the project have an impact on the Parkinson's community? Does the proposed project address an area of concern for people affected by Parkinson's?
2. Was the Non-Scientific Summary easy to understand for a non-scientific audience?
3. Are the relevance and impact of the proposed study clearly outlined in the Non-Scientific Summary?

TERMS AND CONDITIONS

This Request for Applications made by Parkinson Canada is subject to the terms and conditions (the "[Terms and Conditions](#)") which the applicant shall be deemed to have accepted upon submission to Parkinson Canada of an Application to participate in the Program. Failure to comply with the Terms and Conditions may result, in addition to any other remedies Parkinson Canada may have at law, in termination of the Program and exclusion of the applicant from future grant and fellowship award competitions.

CONTACT

For additional information please contact research@parkinson.ca or refer to <https://www.parkinson.ca/research/apply-for-funding/>