As per CIHR's website, "The Project Grant program is designed to capture ideas with the greatest potential to advance health-related fundamental or applied knowledge, health research, health care, health systems, and/or health outcomes. It supports research projects proposed and conducted by individual researchers or groups of researchers in all areas of health. "

Generally, the competition is held in the Spring (early March) and the Fall (mid September).   Each competition has two phases: a registration phase and a full application phase. Proposals are not evaluated at the registration phase, the intent during this phase is to gather information about peer review committees selected so CIHR can coordinate reviews after full applications are submitted.

Value: No minimum or maximum, average value for Spring 2022 grants at the University of Alberta was $752,836/grant over five years.

Length: Up to 5 years

REGISTRATION PHASE: Institutional review and signature are <u>NOT</u> required in order to register.

CIHR Deadline: 6:00 pm February 8, 2023 (Edmonton time)

The **Nominated Principal Applicant must remain unchanged** between registration and application. **Other participants can be added, removed, or change roles** between registration and application. A Common CV is not required for registration. The Project and Lay Titles can be changed.

For Partnered/Integrated Knowledge Translation (iKT) Projects, you **must** identify at least one Principal Applicant who is a knowledge user as a participant if your project includes a "partner **and** knowledge user" or "a knowledge user only".

1. Review Funding Opportunity and Priority Announcements COMPLETELY
2. Make sure you meet the eligibility requirements - both individual and project
   - Individual: Nominated Principal Investigator must be an independent researcher or a knowledge user **and also** be eligible as per the University of Alberta's Eligibility to Apply for and Hold Research Funding Policy
   - Project: Consult the following resources to ensure your project fits within CIHR's mandate, What is Health Research?, Selecting the most appropriate funding agency
3. Assemble a team.
4. Register as a User on ResearchNet, ensure co-applicants have CIHR PINs and CCVs

5. Choose the most appropriate [Peer Review Committee(s)](#). If unsure, contact past UofA Faculty members who have recently served on grant review committees and ask for advice. **This step is critical!**
    a. [UofA CIHR Peer Review Committee Members](#)
    b. [Selecting a Peer Review Committee, Providing Key Words & Preparing your CIHR Project Application](#)
    c. Zoom webinar: **"Ask the Experts! Choosing the most appropriate peer review committee and peer reviewers for a CIHR Project Gran**t" Join Dr. Richard Lehner (Pillar 1) Dr. Justin Ezekowitz (Pillar 2), Dr. Jaynie Yang (Pillars 1 & 2), and Dr. Andrea Gruneir (Pillar 3) Thursday, January 26, 2023 8:00 - 9:30 am [Register](#)
6. Register submission on ResearchNet before deadline
    a. [Project Grant - Registration Instructions](#)

FULL APPLICATION PHASE Institutional review and signature <u>ARE</u> required during this phase.
RSO Deadline: 4:30 pm February 24, 2023 (Edmonton time)
CIHR Deadline: 6:00 pm March 8, 2023 (Edmonton time)

1. All application participants [must complete the Equity, Diversity and Inclusion Self-identification Questionnaire](#), [Collaborators](#) are exempt.
2. Prepare a full application - write for the reviewer - make their job as easy as possible. Consult these CIHR resources for additional information and tips:
    a. [Project Grant – Application Instructions](#)
    b. [The Art of Writing a CIHR Application](#)
3. Ask colleagues in your field to review the "science"
4. Ask colleagues <u>not in your field</u> to review for "grantsmanship"
5. Engage a grant editor if required
6. Upload documentation to ResearchNet and download a single PDF document
7. Submit proposal request via the Researcher Home Page for approvals. A single pdf copy of the complete application needs to be attached. The RSO [website](#) provides detailed instructions.
8. Submit application on ResearchNet as per application reviewer's instructions
9. RSO will complete the final submission to CIHR through ResearchNet

Common Oversights Identified by RSO's Application Reviewers
- Not attaching the nominated Principal Applicant's Certificate of Completion for the sex- and gender-based analysis training modules
- Not including team members' weekly effort
- Not attaching previous CIHR reviewer comments if including a response to reviewer comments
- Not completing the iKT and partner sections properly
- Not providing CVs for the entire team
- If engaging with an Indigenous community, not describing explicitly how you will engage with the community.

Summary of Resources:

- The Research Partner lead for CIHR: Angela McCormick, angela.mccormick@ualberta.ca, 780-492-2938
- UofA Resources -
    - Zoom webinar: **"Ask the Experts! Choosing the most appropriate peer review committee and peer reviewers for a CIHR Project Gran**t" Join Dr. Richard Lehner (Pillar 1) Dr. Justin Ezekowitz (Pillar 2), Dr. Jaynie Yang (Pillars 1 & 2), and Dr. Andrea Gruneir (Pillar 3) Thursday, January 26, 2023 8:00 - 9:30 am Register
    - Zoom webinar: "**Submitting your CIHR Project Grant application for approvals**" Friday February 10, Noon - 1:00 pm Register
    - Deadlines and Submission Information - RSO website discusses in greater detail
    - UofA CIHR Peer Review Committee Members
    - Recent CIHR Grants Awarded to UofA applicants
    - Selecting a Peer Review Committee, Providing Key Words & Preparing your CIHR Project Application
    - CIHR Project Grant Application Guide for Pillars 2 to 4
    - Tips for Preparing a Summary of Progress
    - Partnered/Integrated Knowledge Translation (iKT) Projects
    - Selecting Primary Affiliation
    - The Use of Information and Data in Research
    - 2023 CIHR Project Grant Administrative Review Checklist
- CIHR Resources:
    - Project Grant - Registration Instructions
    - Project Grant – Application Instructions
    - Biosketch Quick Reference Guide
    - The Art of Writing a CIHR Application
    - What is Health Research?
    - How to integrate sex and gender in research
    - Acceptable Application Formats and PDF Attachments
    - And More!
- Government of Canada: Selecting the most appropriate funding agency
- Check with your Faculty, Department or Institute for any other resources they might be providing.