MITO2i Innovation grant

APPLICATION PACKAGE

There are five sections to the Research Funding Application (RFA). Weighting for each section is provided below.

1. Team; (15%)
2. Proposal; (50%) (all sections of proposal to be equally weighted in proposal)
3. Patient Engagement (25%)
4. Equity, Diversity and Inclusion Considerations (10%); and
5. Budget Table and Justification including a description of matching cash/in-kind contributions.).

Please adhere to the following formatting requirements:

* Each section must start at the top of the page. Please use the heading titles, and sub-section numbers and titles as outlined in the RFA.
* Arial size 11 font, with 0.8 - inch (2 cm) margins, single line spacing.

Send the complete **RFA document** (in PDF format) by email to **info@mito2i.ca**. The combined maximum file size of the RFA document and budget sheet must not exceed 10 MB. Notification of receipt will be sent within one business day.

**Submission deadline is September 14th, 2020 at 5 p.m. EST**.

# Application Checklist:

* Registration at MITO2i
* Innovation Grant Application Package
* NIH Biosketch(s)
* Send completed application to **info@mito2i.ca**

REVIEW COMMITTEE:

The program will be adjudicated by the MITO2i Grant Review Committee. Shortlisted candidates will be required to present their proposal to the MITO2i Grant Committee. Recommendations will be made to the MITO2i Steering Committee for final decision.

Successful candidates will be notified via e-mail. Awardees will be asked to present their projects at the upcoming MITO2i conference and other meetings/forums where the project is of relevance.

SECTION 1. TEAM

***Page limit: None***

List NPI’s, Co-PI’s, project collaborators and highly qualified personnel who will contribute to the proposal. NPI’s and Co-PI’s requesting MITO2i funding while project collaborators are PIs not requesting funding. Provide each team member’s name, position, affiliation and contact information. Please also provide a brief description of each member’s role, clearly identifying the expertise and strengths they bring to the proposed research. Add rows as necessary.

NOMINATED PRINCIPAL INVESTIGATORS

Must have an affiliation with the University of Toronto to request Medicine by Design funds

|  |  |
| --- | --- |
|  |  |
| Position & Institution: | |
| Role in Project: | |
| Yes No Have you completed Registration Page on MITO2i website? *\*Required* | |

CO- PRINCIPAL INVESTIGATORS:

|  |  |
| --- | --- |
| 1. Name: | E-mail: |
| Position & Institution: | |
| Role in Project: | |
| Yes No Have you completed Registration Page on MITO2i website? *\*Required* | |

CO- PRINCIPAL INVESTIGATORS:

|  |  |
| --- | --- |
| 1. Name: | E-mail: |
| Position & Institution: | |
| Role in Project: | |
| Yes No Have you completed Registration Page on MITO2i website? *\*Required* | |

**Please submit** NIH Biosketch for NPI and Co-PI only. Include any career absences.

The University also acknowledges that scholars have varying career paths and that career interruptions due to personal circumstances can be part of an excellent academic record. Review panel members have been instructed to give careful consideration to—and to be sensitive to the impact of—career interruptions in their assessments.

COLLABORATORS:

|  |  |
| --- | --- |
| 1. Name: | E-mail: |
| Position & Institution: | |
| Role in Project: | |
| Yes No Have you completed Registration Page on MITO2i website? | |

COLLABORATORS:

|  |  |
| --- | --- |
| 1. Name: | E-mail: |
| Position & Institution: | |
| Role in Project: | |
| Yes No Have you completed Registration Page on MITO2i website? | |

HIGHLY QUALIFIED PERSONNEL (no limit)

Graduate students; PDFs; RAs; technicians

|  |  |
| --- | --- |
| 1. Name: | E-mail: |
| Position & Institution: | |
| Role in Project: | |

|  |  |
| --- | --- |
| 1. Name: | E-mail: |
| Position & Institution: | |
| Role in Project: | |

SECTION 2. PROPOSAL

PROJECT TITLE:

SUMMARY (250 words maximum)

Provide a summary of the proposal in lay terms. Highlight project objectives and outcomes. Describe how the research is globally competitive and translatable to human health. Indicate how the goals of the proposal will advance the field of mitochondrial medicine and research. For successful proposals, this summary may be used in news releases/website content.

PROJECT DESCRIPTION

Outline the significance and rationale, objectives, methods and preliminary results, outcomes, and timelines.

Also describe how sex, gender, or GBA+ (gender-based analysis plus) will be integrated into the research. For example, describe how sex is relevant to clinical applications, therapeutics, and diagnostic tools, or how gender/GBA+ is relevant to law, ethics, patient counselling, policy, epidemiology. For more details on this you can refer to the CHIR Research Plan [CIHR resources](https://cihr-irsc.gc.ca/e/51709.html).

***Page limit: 4 pages for proposal (including figures, excluding references). Up to 20 scientific references may be appended to the end of this section.***

SECTION 4. PATIENT ENGAGEMENT

MITO2i is deeply committed to patient engagement and implementing patient voices within research. Please describe in this section:

a) how you have engaged with people affected by mitochondrial disease and/or other chronic disease with underlying mitochondrial dysfunction, and

b) what patient engagement you plan to do as part of your proposed research.

c) describe how your patient engagement strategy will consider diverse groups of patients/organizations

If you have no plans to engage patients and/or patient organizations, please explain why

***Up to 500 words:***

SECTION 5. EQUITY, DIVERSITY AND INCLUSION CONSIDERATIONS

MITO2i is strongly committed to diversity and inclusion in research. The research project should meaningfully engage members of the four designated groups (women, Indigenous peoples, members of visible minorities and persons with disabilities) and other under-represented groups through the engagement of students, postdoctoral fellows, co-principal investigator, co-applicants and/or collaborators, as applicable.

Describe the planned approach to promoting participation from a diverse group of trainees and personnel, taking into account (1) equity and inclusion in recruitment practices, (2) mentorship approaches and (3) initiatives aimed at ensuring an inclusive research and training environment and trainee growth.

Applicants should not provide demographic information about team members.

***Up to 500 words:***

SECTION 6. BUDGET JUSTIFICATION

Please complete the table below. Provide up to one-page justification below for each line item request appearing in the budget table and explanation of matching funds. Travel and PI salary support is not eligible. Patient Engagement cost can include, recruitment compensation, compensation for designated representative for patient groups, workshop(s) focused on patient education and awareness.

BUDGET TABLE:

|  |  |  |  |
| --- | --- | --- | --- |
| Line Item | Details | Year 1  (up to $50K) | Year 2  (up to $50K) |
|  |  |  |  |
| Research Salaries | Post Doctoral Fellow |  |  |
|  | Graduate Student |  |  |
|  | Undergraduate/Summer Students |  |  |
|  |  |  |  |
| Expendables | Research Reagents |  |  |
|  | Other |  |  |
|  |  |  |  |
| Non-Expendables | Services |  |  |
|  | Facility Costs |  |  |
|  | Other |  |  |
|  |  |  |  |
| Patient Engagement Costs |  |  |  |
| Publication Costs |  |  |  |
|  |  |  |  |
| Total |  |  |  |

Budget Justification

***Up to 500 words:***

Provide a brief description of the match (cash and/or in-kind) with other funds to demonstrate commitment to the project. This can include other grant funding, institutional contributions, external investments, and others.