"Pettit Block-term Grant" from the Godfrey S. Pettit Chair in Respirology

Terms of Reference

1. Total amount per academic year July – June = $50,000.

2. Maximum amount of grant per application = $10,000. A request can be made for up to an additional 5K "top-up", which will be considered should the application score as "outstanding" and the <u>applicant identifies a specific and well justified additional objective</u> that enhances the proposal.

3. There will be 2 competitions per academic year (deadline for applications are November 15 and April 15 to avoid conflicts with other major grants, and ensure faculty available to review proposals).

4. Restricted to members of the Division of Respirology with a University of Toronto Department of Medicine appointment at the lecturer or higher level

   a. Any member of the Division of Respirology with a University of Toronto Department of Medicine appointment may apply for a project under any of the research pillars.
   b. New research proposals from staff within the first 7 years of their University of Toronto appointment will receive priority over mid- to senior year investigators.
   c. Investigators may hold only one grant per year as a single investigator.
   d. Investigators may hold only one grant per year as the nominated principle investigator for a group project.
   e. If an investigator holds 2 grants in one year - one as a single investigator and one as the nominated principle investigator for a group project - the 2 projects must be distinct and non-overlapping.
   f. Applicants cannot submit a new project in the competition until all prior project reports are completed (see below)
   g. It is expected Pettit grant awardees will attend the Annual Respirology Research Day and present at Respirology research in progress rounds

      Allowed expenses
      i. Equipment – priority given to shared equipment
      ii. Wet bench expendables

     iii.   Salary for fixed term support (eg. summer student (s), biostatisticial support, research co-ordinator), for whom short term support (less than 1 year) is required to complete the project.

     iv.   Software required for acquisition and/or analysis of data (eg. morphometrics, bioinformatics, modelling, statistical and qualitative analyses)

Exclusions

i. Continuing salary commitment of any kind (technicians, graduate students, research associates etc).

ii. Travel/conference registration costs

iii. Computer hardware, office equipment/supplies.

iv. Equipment maintenance or maintenance contracts

v. "Entertainment" of research program researchers and staff

vi. Travel costs/ conference calls for off campus project collaborators

Application Instructions

a. Submit 1 page research proposal <u>plus</u> budget justification with quotes as appropriate. Should the applicant wish to apply for the (up to) 5k top-up an additional half page is permitted to describe how the additional funds will be used.

b. For applications with more than one applicant, please indicate the nominated principle investigator.

c. Will be reviewed by all RAC members. Individuals on the RAC who may be submitting a proposal will be excluded from evaluating any of the applications and attending the meeting at which his/her application is being considered.

d. Proposals will be evaluated based upon scientific merit and impact of the monies requested are anticipated to have on the investigator's research program.

e. Funding will be provided for 1 year. Monies unspent will be returned. At the end of the year, a short report must be submitted on how the funds were used and of what value they were to the investigator's research program. In addition, financial reporting will be required as per the DOM standards.

f. If REB or CCAC approval is required, this must be obtained within 9 months of award of the grant. If approval is not obtained, the funds will be relinquished by the investigator. Individuals who receive funds will be expected to serve as external reviewers for other grant proposals when requested by the RAC.

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