

**BC Cancer**  
**Nursing & Allied Health**  
**Research Grant Competition 2024**  
Request for Applications & Guidelines

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## 1. Introduction and Purpose

An important opportunity to support patients' cancer care trajectory is through the provision of funding for practice-based research. Practice-based research is where front-line providers, patient and family partners and other collaborators meaningfully engage to tackle complex, real-world challenges that directly affect patient care and experience.

Patients and their caregivers value research to develop new drugs and treatments with the hopes of a cure for cancer, but they also value innovations grounded in evidence that make their interaction with the healthcare system and healthcare providers better throughout the cancer trajectory. Interested BC Cancer staff can submit original practice-based research ideas or use this funding opportunity to turn the learning from QI projects and pilot studies into larger research projects. Funding will support projects to address questions raised by BC Cancer advanced practice and front-line nurses and allied health providers at the point-of-care. This research competition is possible through generous support from the BC Cancer Foundation.

## 2. Key Dates

ACTION	DATE
Competition Launch	Monday, June 24 <sup>th</sup> , 2024
Registration Due	Friday, August 9 <sup>th</sup> , 2024, at 5:00 PM
Anticipated Notice of Registration Acceptance	Friday, August 23 <sup>rd</sup> , 2024
Signature Package Deadline	Friday, October 18 <sup>th</sup> , 2024, at 10:00 AM
Full Application Deadline	Friday, October 25 <sup>th</sup> , 2024, at 4:00 PM
Anticipated Notice of Funding Decision	Friday, November 22 <sup>nd</sup> , 2024
Anticipated Start of Funding	Tuesday, January 6 <sup>th</sup> , 2025

### 3. Award Terms

- Funding up to \$15,000 is available to support single-site research projects over 18 months. Three projects will be funded in 2024.
- Funding up to \$25,000 is available to support multi-site research projects over 18 months. Two projects will be funded in 2024.
- Grant recipients must submit an interim progress report and a final progress report within 30 days of project completion.

### 4. Eligibility

- Projects must incorporate and meaningfully engage nursing and allied health (NAH) providers throughout the research process by including at least one BC Cancer NAH provider as co-investigator.
- If the registration is selected to continue to the full application, the application must clearly state how NAH provider(s) meaningfully contribute and engage throughout the research process under the specified section.
- Research teams will be comprised of:
  - One or more Principal Investigators (PI). The PI must be employed at BC Cancer for at least the duration of the proposed project. If applying with a Co-PI, they must be employed at or have an appointment with BC Cancer for at least the duration of the proposed project.
  - Co-investigator(s): individual who participates in the grant application and makes significant contributions to the intellectual direction of the research. Plays a significant role in the conduct of the research but does not have overall responsibility and authority for the project.
  - Collaborators: individuals not employed at BC Cancer. This includes: patient and family partners, implementers and decision-makers.

### 5. Research Ethics

- Applicants must comply with the ethical and research policies outlined by BC Cancer and the Tri-Agency Framework: Responsible Conduct of Research. This includes but is not limited to:

- [Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans \(2018\)](#)
- [Chapter 9: Research Involving the First Nations, Inuit and Métis Peoples of Canada](#) if the research involves Indigenous Peoples
- [Canada Council on Animal Care Policies and Guidelines Canadian Biosafety Standards](#)
- [Canadian Tissue Repository Network](#)

## 6. Indigenous Health Research

BC Cancer and the BC Cancer Foundation are committed to reconciliation and to supporting health research to improve the health and wellness of First Nations, Inuit and Métis Peoples of Canada. BC Cancer and BC Cancer Foundation are working to improve our knowledge and skills in Indigenous cultural safety through staff training, improving our policies, programs and practices, and building relationships and partnerships with Indigenous organizations, collectives and communities.

BC Cancer and BC Cancer Foundation expect applicants to approach their research and knowledge translation activities with culturally safe practices that demonstrate humility, integrity, accountability and respect for Indigenous self-determination. Applicants must comply with the ethical and research policies outlined in [Chapter 9: Research Involving the First Nations, Inuit and Métis Peoples of Canada](#) of the [Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans \(2018\)](#). When appropriate, applicants must also describe their data management plan in accordance with the First Nations principles of [OCAP®: ownership, control, access and possession](#).

Additional resources for researchers can be found on the [First Nations Health Authority](#) website.

## 7. Equity, Diversity and Inclusion

BC Cancer is committed to fostering a research environment that respects and values diversity and provides equal opportunity for everyone. The collection of self-identification data is driven by this commitment. A harmonized self-identification data collection process allows the Office of Senior Executive Director to monitor the equity performance of its programs and design new

measures that achieve greater equity, diversity and inclusion in research-related activities. The questionnaire is primarily based on the current Statistics Canada census standard, as well as the Employment Equity Act.

The applicant's self-declaration is voluntary. The applicant can identify with more than one designated group. Choosing not to self-identify for these purposes will not have consequences for your application. In cases where members of a designated group receive special consideration, it will be indicated in the application. See EDI form included in application announcement.

## **8. How to Apply**

The application process for the NAH Research Grant competition is composed of three mandatory steps:

### **Step 1) Registration Form:**

- Teams must complete the registration form.
- The registration submission is due on Friday, August 9<sup>th</sup>, 2024, at 5:00 PM.
- Email to [research.kt@bccancer.bc.ca](mailto:research.kt@bccancer.bc.ca); the email subject line should be written as: NAH Research Grant Competition 2024 Registration
- Teams will be informed of successful registration by 5pm, Friday, August 23<sup>rd</sup>, 2024.

### **Step 2) Signature Package (SigPkg):**

- The signature package is due on Friday, October 18<sup>th</sup>, 2024, at 10:00 AM.
- The SigPkg is due at ORA a minimum of five (5) business days in advance of the application deadline. For the NAH Research Grant competition your SigPkg should include the following items (from the application) in the order listed:
- BC Cancer Cover Sheet (available on [NAHRKT website](#))
- Application Details ~ item 1
- Summary of Lay Proposal – item 2
- Budget module & Budget justification ~ item 10
- Other Sources of Funding for Project ~ item 11
- Signatures for the BC Cancer coversheet:
  - 1. PI signs as PI applicant

- 2. BC Cancer Dept Head = PI's Departmental Approver
- 3. BC Cancer Sr. Exec. Director, Research

Applicant obtains signatures 1& 2. Grants Officer will get # 3 when you send the signature package to ORA.

- Email the SigPkg to the Grants Officers in the Office of Research Administration (ORA) for processing and Executive approval.
- Copy both Grants Officers in your email, [khagan@bccancer.bc.ca](mailto:khagan@bccancer.bc.ca) and [jmckenna@bccancer.bc.ca](mailto:jmckenna@bccancer.bc.ca)
- You may continue to work on your proposal after you have submitted your SigPkg to ORA. However, if you need to change the title of your project, after you have sent your SigPkg to ORA, notify the Grants Officers as soon as possible.

### **Step 3) Full Application:**

- The third stage is the full application by invitation only.
- The completed full application is submitted to [research.kt@bccancer.bc.ca](mailto:research.kt@bccancer.bc.ca) by Friday, October 25<sup>th</sup>, 2024, 4:00 PM. The email subject line should be written as: NAH Research Grant Competition 2023 Application: PI Last Name. FAS #
  - Example: "NAH Research Grant Competition 2024 Application: Lang F22-02144"
- The full application includes:
  - Project Title
  - Application pages/Completed application form (see attached form for details).
  - Lay Public Summary (2100 character count)
  - Research Abstract (4200 character count)
  - Research Proposal that includes background, literature review, research question/problem statement, research design & methods and KT plan. (16,800 character count)
  - NAH Provider Involvement Plan & Role: Clearly state how NAH provider(s) will meaningfully engage and contribute throughout the research process. Include a contingency plan that would ensure the purposeful involvement of the NAH provider. (4200 character count)
  - Figures and Tables (2 pages max)

- References: Only include references referred to throughout the proposal, use [Vancouver style](#) (ICMJE).
- Anticipated Deliverables and Outcomes: Describe the products anticipated to result from this program such as publications, tools, tactics, frameworks, educational materials etc. Include a clear knowledge translation, dissemination and implementation plan for how the results will be shared with relevant audiences and stakeholders. (4200 character count)
- Team Summary: describe the roles, responsibilities and interactions of the study team members. (4200 character count)
- Budget and justification.
- Other sources of funding should be listed where available, but are not required
- Principal and Co-Investigator Abbreviated CV (any format, maximum 2 pages)
- Declaration of any conflicts of peer review interest: Please provide names of reviewers to whom your application should not be sent to for review.

**9. Review Process and Funding Decisions**

- Applications will be reviewed by a committee and grants will be given based on research proposal quality and relevance and team members’ experience and expertise.

Criterion	Weighting
Research project	30%
Potential to improve practice and patient outcomes	40%
Team members expertise and experience	30%

**Research project**

- Research question clarity.
- Appropriateness and clarity of the research design.
- Appropriateness and clarity of the research methods.

**Project relevance and potential impact**

- Relevance: addresses a need or gap in the cancer care system.
- Impact: potential contribution to improving health services and products to support those affected by cancer.
- Clear and appropriate knowledge dissemination plan.

### Team member expertise and experience

- Qualifications, experience, and ability of the applicant(s) to carry out the proposed research project.
- Inclusion of nursing and/ or allied health professionals in developing and executing the proposed research.
  - Note: At least one BC Cancer nursing and allied health provider must be included as a co-investigator.

Descriptor	Rating	Definition	Outcome
Outstanding	4.5 – 5	The application excels in most or all relevant aspects. Any short-comings are minimal.	
Excellent	4.0 – 4.4	The application excels in many relevant aspects, and reasonably addresses all others. Certain improvements are possible.	
Good	3.5 – 3.9	The application excels in some relevant aspects, and reasonably addresses all others. Some improvements are necessary.	May be funded (min. score of 3.5)
Fair	3.0 – 3.4	The application broadly addresses relevant aspects. Major revisions are required.	
Poor	0 – 2.9	The application fails to provide convincing information and/or has serious inherent flaws or gaps.	Not fundable

### 10. Award Start Date and Deferral

Unless otherwise indicated, funding for the NAH Research Grant begins Tuesday, January 6<sup>th</sup>, 2025. Successful applicants must confirm their acceptance of the grant within the stipulated time indicated in the grant notification package.

### 11. Questions

Contact information for questions - more information please email [research.kt@bccancer.bc.ca](mailto:research.kt@bccancer.bc.ca)