



Prentice Institute Research Affiliate Funding (PIRAF)

Application Deadline: April 15, 2021

Goal: The purpose of this award is to support research projects led by University of Lethbridge Prentice Affiliates that fit with the [Prentice Institute Mandate](#).

Eligibility: Research Affiliates of the Prentice Institute at the University of Lethbridge are eligible to apply as project leads. Additional members of the research team are not required to be Prentice Affiliates. To determine if you are eligible to become a Prentice Affiliate, and to apply, please contact prentice@uleth.ca. Applicants can only submit 1 application per year as a lead. Projects must be directly related to the Prentice mandate to be considered for funding. Funding for “bench” science, travel, events, hosting or visiting scholars is not usually considered eligible.

The Institute is particularly interested in innovative and multi/interdisciplinary proposals that align with the following:

1. Population dynamics, population health, and resource scarcity;
2. Socio-economic impacts of migration, trade, development and resource extraction/scarcity;
3. Population dynamics and economic opportunities/challenges of development;
4. Causes and consequences of global and/or national-scale demographic transitions;
5. Comparative health risks, health inequities and income-based inequalities;
6. Population aging and related policy challenges/solutions (across the life-course);

Value: Total funding for the PIRAF stream is capped at \$60,000. The maximum eligible amount is \$20,000 per award – smaller amounts/projects are eligible.

Project Term: 18 months or less.

Application Process: Applicants must submit:

1. A **Research Summary** (maximum 1 page) that provides a succinct description of the research written for an intelligent reader who may not be an expert in the field of study. The research summary must include the following subsections:
 - A. Background and objectives
 - B. Prentice Institute Mandate fit and rationale
 - C. Methods
 - D. Team and feasibility
 - E. Potential impact
2. A four-page **Detailed Description** that describes the proposed research in a narrative style with headings for clarity, with the following sections:
 - A. **Background:** The problem or subject to be researched. Define the problem clearly and concisely, providing any background information essential to understanding the importance of the work (and the proposed theoretical framework if relevant).
 - B. **Objectives:** State the research questions, study objectives, or hypotheses.
 - C. **Prentice Institute Mandate Fit:** Describe how the project fits with the [Prentice Institute Mandate](#).
 - D. **Methods:** Describe the study methods including how data will be collected, from whom, how ethics approval and informed consent will be obtained if relevant, the measures that will be used, and the analysis strategy for data collected.
 - E. **Limitations:** Describe potential study limitations, and how they will be addressed or minimized.
 - F. **Team and feasibility:** Describe the expertise/experience on the team related to the topic area. Describe who will conduct the various research tasks outlined in the Methods and when (a project timeline or gantt chart is recommended). Discuss the feasibility of completing the project tasks within the timeline specified.
 - G. **Trainees:** Explain how student trainees may be employed on the project at the undergraduate or graduate level, and how they may benefit from their work on the project.
 - H. **Knowledge Translation:** Describe the knowledge translation strategy.
 - I. **Potential impact:** Describe potential study impacts, future use, relevance, or application of the results, including the gap the findings may address in your field of study.

3. **CV:** Submit a short CV (or common CV) for each applicant that lists: (1) education, (2) publications in the past 5 years (accepted, in print, or published only), and (3) funded research studies in the past 5 years.
4. **Budget:** Provide a one-page budget, and a separate one-page budget justification. Applications must include a clear justification for each budget item. Student trainee and personnel costs must include each employee's title, the work to be performed, the estimated number of hours to be worked, and the rate of pay per hour (including 15% benefits). Rate of pay must meet at least the minimum standards set by the university. Travel costs must be well justified, and include the specific purpose of the travel as it relates to the research project or its dissemination, mode of travel, cost of meals and lodging, and the number of days of the travel. Travel costs will be scrutinized carefully by reviewers to ensure project relevance and the quality of the justification for the travel. Projects with budgets that are primarily travel would be better suited to travel awards, rather than the PIRAF.

How to Submit

Submit the 4 application components in one combined pdf to prentice@uleth.ca by April 15.

Evaluation Criteria

Applications are reviewed and approved by the Prentice Research Advisory Committee. The criteria used to evaluate applications are:

- Prentice Institute mandate fit.
- Originality and significance of the proposed research (research gap to be addressed, potential impact of the research).
- Overall merit of the research proposal (suitability of the research methodology for the study objectives, how potential project limitations will be addressed by the research team).
- Research record and expertise of the applicants related to the project topic.
- Involvement of and support for student trainees in the project.
- Feasibility of the project within the specified timeline.
- Quality/feasibility of the knowledge translation and related outputs (publications, presentations, subsequent grants)
- Justification of the proposed budget.

Use of Funds

Funds may be used to pay for research assistants and student trainees, but neither a researcher nor a member of the researcher's family may receive remuneration. The research fund may be used to pay for travel directly related to research, including travel by research assistants in the performance of their assigned duties. Projects with budgets that are primarily travel would be better suited to travel awards, rather than the PIRAF.

Conditions of the Award

Research funds may be used only for the project and purposes described in the application, subject to any special conditions given in the Request for New Fund form. Special conditions may include human subject research approval, expenditure limitations, etc.

1. **Expenses:** Expenditures may be made only for those cost elements identified in the application. Minor transfers of funds from one budget category to another are permitted. Major transfers or the use of funds for a previously unspecified expense or a new budget item requires approval by the Research Advisory Committee and Institute Director.
2. **Items purchased** with grant funds are the property of the Prentice Institute.
3. **Term:** The usual term of an award is 18 months or less, in accordance with the applicant's request. Requests for extensions are submitted to the Research Advisory Committee at prentice@uleth.ca. The total term, including any extension, will not normally exceed 24 months.
4. **Research Product:** Recipients of the award are expected to produce at least one peer-reviewed published work. Prentice funding should be acknowledged in all resulting publications.
5. **Personnel:** Personnel employed with research funds are not regular University employees and are not covered by the provisions of the collective agreement with support staff.
6. There is to be **no facility service charge** from Research Services on the distribution of the awarded Prentice Institute's research funds.
7. A **final report** must be submitted at the end of the project that describes the project methods used in the study, key results, limitations, potential impacts, the dissemination of the findings to date (i.e., publications, academic and community presentations, community reports). The project report should be suitable for publication on the Institute's web site or as part of an Institute Report series. In addition, recipients of the award should plan to present their findings in a Prentice Institute speaker event, panel, colloquia, podcast or webcast. Affiliates will not be considered for additional funding until a final report for previous awards have been submitted.

8. **Confirmation of ethics approval** must be submitted to the Institute (prentice@uleth.ca) and the Office of Research Services **within 90 days** (3 months) of the date of award. Failure to do could result in a reduction or loss of the awarded amount. Any grant that has not been initiated within 6 months of the date of award will be returned to the Institute.

Questions can be addressed to the attention of the Research Advisory Committee (RAC) at prentice@uleth.ca

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