

**Ontario SPOR SUPPORT Unit (OSSU)
EMPOWER Award Workplan Instructions**

EMPOWER Award project title:

Indicate the title of your proposed EMPOWER Award here.

Leadership/co-Leadership:

Indicate the name and relevant affiliations of the scientific leads (or co-leads) for the EMPOWER Award. Also include the names of other researchers/patients/health professionals/decision makers/other stakeholders directly involved in the EMPOWER Award.

Background: (1 page max)

Provide a brief background of the patient-oriented health research project that underpins this EMPOWER Award application. The background should include the aims, methods and findings of the prior project, as well as a short (1 paragraph) testimonial from a patient partner on the project that focuses on how patients partnered in the work.

Objectives: (0.5 pages max)

Describe the objectives of the proposed EMPOWER Award to be achieved with OSSU funding. The objectives relate to the specific goals of the Strategy for Patient-Oriented Research (SPOR).¹

Work Plan: (1.5 pages max)

Describe the activities and their intended outputs to be undertaken in the EMPOWER Award for each objective stated above. Identify who will lead and the overall cost of each activity.

Milestones and Deliverables: (tabular format preferred)

Describe the milestones and deliverables for each objective stated above to be achieved during the 6-month funding period.

Budget Justification: (0.5 pages)

Describe the costs to be incurred by the proposed project for each line in the Budget Template.

Personnel Services

- *Management/Administration (e.g., Research Support/KTE Personnel)*
- *Scientists/Specialists (working directly on SPOR initiatives)*
- *Trainees (working directly on SPOR initiatives)*
- *Other compensation costs (e.g., contractors, honoraria)*

Supplies, Materials & Services

- *Stakeholder engagements (e.g., academic conferences, workshops, etc)*
- *Communication & marketing*
- *Information Technology*
- *Equipment*
- *Other*

Travel - within Canada

Travel - international

Other

- *Meetings (e.g., governance, public consultations, round tables, etc)*
- *Other*

¹ <http://www.cihr-irsc.gc.ca/e/44000.html>