**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]](#footnote-1) and clearly identify how the work is relevant to Ontario in light of COVID-19 challenges.*

**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 [↑](#footnote-ref-1)