**Ontario SPOR SUPPORT Unit (OSSU)**

**EMPOWER Project VII Workplan Instructions**

**Please review the eligibility instructions before filling in the workplan:**

**ELIGIBILITY**

In order to be eligible for this funding opportunity, proposals must identify:

* That the initial POR project has taken place in Ontario;
* That the initial POR project ended no more than 2 years from the start date of the EMPOWER Project funding (e.g. POR project completed no later than December 31, 2023);
* That the initial POR project can demonstrate meaningful patient partnership;
* That the initial POR project was NOT funded by the Ontario SPOR SUPPORT Unit as part of its IMPACT Award demonstration projects;
* That the proposed knowledge mobilization team incorporates patient partnership in the proposed activities;
* That the recipient of funding is associated with a CIHR-eligible institution to whom OSSU funds can be flowed (as per [CIHR’s TAGFA](https://www.nserc-crsng.gc.ca/interagency-interorganismes/TAFA-AFTO/guide-guide_eng.asp)); and
* That the recipient of funding has not held an EMPOWER Project (previously EMPOWER Award) on the same project, within the last 3 years.

We encourage candidates at all career stages to apply, including early career researchers within the first 5 years of independent appointment.

**EMPOWER Project title:**

*Indicate the title of your proposed EMPOWER Project here.*

**Leadership/co-Leadership:**

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

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| --- | --- | --- | --- |
| NAME | AFFILIATION | LEAD/CO-LEAD/PATIENT OR STAKEHOLDER PARTNER | CONTACT (email/phone) |
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**Background:** (750 words max)

*Provide a brief background of the patient-oriented research project that underpins this EMPOWER Project application. The background should include Who the PI is; the title of the project that this end of grant award is supplementing; the funding agency; and funding dates of the original project; expand on 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, including dissemination and implementation planning.*

**Objectives:** (300 words max)

*Describe the objectives of the proposed EMPOWER Project to be achieved with OSSU funding. The objectives relate to how you will build relationships and push the results of your project in relation to the specific goals of the Strategy for Patient-Oriented Research (SPOR) and end of grant activities.[[1]](#footnote-1)*

**Work Plan:** (1000 max)

*Describe the activities and their intended outputs to be undertaken in the EMPOWER Project for each objective stated above. Identify who will lead and the overall cost of each activity. Describe how the project will address equity, diversity, anti-racism, and Indigenous issues faced in Ontario.*

**Milestones and Deliverables:** (tabular format preferred)

*Describe the milestones and deliverables for each objective stated above to be achieved for the one-year time period.*

**Budget Justification:** (300 words max)

*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, patient compensation & other 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)