**Ontario SPOR SUPPORT Unit (OSSU)**

**EMPOWER Awards V 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 research has taken place in Ontario;
* That the term of the initial research project is no more than 2 years from the start date of the EMPOWER Award funding opportunity (January 2022);
* That the initial research to be translated can demonstrate meaningful patient partnership;
* That the initial research to be translated was NOT funded by the Ontario SPOR SUPPORT Unit as part of its IMPACT Award demonstration projects;
* That the proposed research and knowledge translation team incorporates patient partnership in the proposed activities; and,
* That the nominated principal applicant (NPI) is associated with a CIHR-eligible institution to whom OSSU funds can be flowed.

**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.*

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| --- | --- | --- | --- |
| NAME | AFFILIATION | LEAD/CO-LEAD/PATIENT OR STAKEHOLDER PARTNER | CONTACT (email/phone) |
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**Background:** (1 page max)

*Provide a brief background of the patient-oriented research project that underpins this EMPOWER Award 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:** (0.5 pages max)

*Describe the objectives of the proposed EMPOWER Award 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:** (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, patient honoraria & 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)