



Western
Research

Alzheimer Society
LONDON AND MIDDLESEX™

Alzheimer Foundation
LONDON AND MIDDLESEX™

ALZHEIMER FOUNDATION LONDON AND MIDDLESEX PREMIER RESEARCH GRANT

WESTERN INTERNAL GRANT COMPETITION
FUNDED BY THE ALZHEIMER SOCIETY LONDON AND MIDDLESEX & THE ALZHEIMER
FOUNDATION LONDON AND MIDDLESEX

“Through donor support, the Foundation contributes to breakthrough research initiatives, vital programs and services, and compassionate care at the Alzheimer Society London and Middlesex.” [Alzheimer Foundation London and Middlesex](#)

PROGRAM SPECIFIC GUIDELINES

1. OVERVIEW

Supported by the [Alzheimer Society London and Middlesex](#) and the [Alzheimer Foundation London and Middlesex](#), this program primarily promotes overall scientific excellence and relevance to Alzheimer’s disease and related dementias. Applications will be received and reviewed on topics related to biomedical, psychological, and/or social aspects of Alzheimer’s disease and related dementias. Potential topics of enquiry include, but are not limited to, biomedical based research into the causes and cures of Alzheimer’s disease and related dementias, and social and psychological aspects of Alzheimer’s disease and related dementias such as care giving, family support, and issues of care in long term care settings.

There are no restrictions as to methodology or design. Both quantitative and qualitative methodologies, as well as cross-sectional and longitudinal designs, among others, are eligible and encouraged.

This grant is intended to support research, personnel and supportive infrastructure (e.g., participant fees, travel costs, statistical consultants, office/stationary supplies, modest laboratory equipment, etc.). Applications for equipment only will not be considered.

One award will be granted for \$100,000 in total, tenable over two consecutive years. The recipient selected will receive \$50,000 on or after July 1, 2018 and an additional \$50,000 in July 2019. Funds must be fully spent by June 30, 2020.

2. ADJUDICATION

Applications will be adjudicated by a committee appointed by the Vice-President (Research) and will consist of a Chair and members of a multidisciplinary group that includes representatives from all Faculties active in health research. This committee will include faculty from various disciplines and may include external peer review by a qualified expert in the research area.

Overall scientific excellence and relevance to Alzheimer’s disease and related dementias will be the primary selection criteria. Other criteria will include the academic and research background and productivity of the applicant, and the research environment in which the study is to be completed.

The University will advise the Alzheimer Society London and Middlesex (ASLM) and the Alzheimer Foundation London and Middlesex (AFLM), in writing, of the selection decisions as soon as they are made. AFLM will receive a copy of the winner's abstract. **Applicants will be notified in writing of this competition's results by June 29, 2018.**

3. ELIGIBILITY

Faculty members with an [eligible research appointment at Western](#), who hold an academic position in, or are cross-appointed to, an academic unit of the University, affiliated research institute or teaching hospital/unit, and who works in the region of southwestern Ontario (i.e., London and Middlesex, Elgin, Oxford, Perth, Huron, Kent and Essex counties) may apply. Doctoral and post-doctoral candidates are ineligible applicants for this award.

4. SUBMISSION

The application form can be found on the [Research Western website](#). Once signed by all parties (including Dean and Chair), the application may be scanned and emailed to intgrant@uwo.ca. Applications considered difficult to read due to photo-reduction, small typeface, or are hand-written may be returned without review. *A ROLA proposal submission is required.*

Applications must be submitted to RD&S by 4:30 pm on the deadline date posted on the RD&S website. It is the responsibility of the researcher to ensure that all conditions are met and that the application is complete and submitted to RD&S by **June 1, 2018. Late or incomplete applications will not be accepted.**

5. ETHICS, ANIMALS & BIOHAZARDS

All research proposals involving ethics (human subjects), animal subjects or biohazardous materials must be approved by the appropriate Western certification review committee. Applicants must indicate whether they require approval for the use of human or animal subjects or biohazardous materials under the *Certifications* tab of their ROLA proposal. If awarded, funds will be encumbered and the work may not commence until appropriate approvals are officially confirmed in ROLA. For more information on the certification approval process, please visit the relevant [Ethics](#), [Animal Use](#) or [Biosafety](#) websites.

6. PROJECT TIME PERIOD

This grant will be available for a period of up to two years from July 1, 2018 to June 30, 2020. If, for whatever reason, the recipient is unable to continue the research for which the grant has been awarded, the [Research Development & Services](#) and the Donor must be notified immediately.

7. RECOGNITION AND REPORTING

Recipients will be asked to complete an interim progress report and final report of no more than two pages each (i.e., 12 point font, double spaced, 1" margins) to intgrant@uwo.ca, which will be forwarded to the Department of Alumni Relations & Development and the Donor prior to July 31, 2019 and 2020 respectively. The reports may be presented at the Alzheimer Society London and Middlesex Annual General Meeting or an educational forum designated by the Donor.

8. RESTRICTED/UNRESTRICTED FUNDS

For this award, an account will be set up as an "unrestricted research account". The Investigator is expected to expend the funds in the manner proposed in the original request.

9. BUDGET

9.1 Budget Justification

An adequate budget justification is required in each application. To avoid arbitrary decisions on the appropriate level of funding, detailed explanations of costs must be provided.

9.2 Personnel

Western will be the employer of any staff hired using project funds; therefore researchers must pay appropriate wages and include benefits at established rates. To find current benefit charge

rates, see Source Deduction Rates on the [HR Services webpage](#).

The employment category for "research assistants/associates" has the widest flexibility in pay levels and is the most difficult in which to determine appropriate levels. Colleagues, your department, or Human Resources can be a good source of information.

The budget justification must include a description of the duties of the personnel requested, the required qualifications, and an explanation as to why the position is necessary to the project. Workload should be shown to justify the amount of time the person will be employed on the project.

9.3 Travel Expenses

Travel must comply with Western policies and regulations and will cover travel and subsistence costs only. For students participating in site visits and travelling, travel and subsistence only may be included (no salaries).

9.3.1 *Fieldwork travel*

For fieldwork, average cost per trip and number of trips should be estimated as closely as possible and explained.

9.3.2 *Air and train fare & car rental*

Applicants are required to provide written quotes for air and train fares and car rental and are expected to use the most economical means of transportation and to take advantage of seat sales and travel discounts whenever possible. (Written quotes are not required for travel to Toronto or Ottawa) The website Expedia (<https://www.expedia.ca/>) is a good source for fare information.

9.3.3 *Mileage*

Mileage costs must be calculated using established [Western rates](#).

9.4 Meals and Accommodation

Under "meals and accommodation" in the budget, applicants should provide their best estimate of the cost of subsistence for the period of travel. Detailed information as to destination and length of stay are required in the budget. Hotel quotes are not required. Original receipts will be required when travel claims are processed. Please note that regulations as stipulated under [Mean Allowances and Per Diems at Western](#) must be adhered to at all times.

9.5 Equipment

All equipment purchased with internal grant funds becomes the property of Western University. Written quotes, or advertisements giving prices, must accompany the application. Please note that applications for equipment only will not be considered.

9.5.1 *Computing Equipment & Software*

The committee will entertain requests for computers and related equipment and software; however, the request must be necessary for the conduct of the research activity described in the application and not for general word processing. The committee encourages applicants to request support from their Dean or Chair to help offset these costs before they apply to these competitions. Requests to supplement or match departmental or decanal contributions, rather than fully fund the costs, are encouraged.

9.6 Supplies and Services

Whenever appropriate, numbers of units and unit costs should be explained. Quotes from suppliers should be provided for purchased services, e.g., computing or equipment repairs.

9.7 Funds to Attend Conferences

In general, requests for funds to attend conferences will not be accepted. This prohibition includes travel costs, subsistence, registration fees, and costs associated with the preparation

of the presentation.

10. QUESTIONS

This competition is administered by Research Development & Services, Room 5150, Support Services Building. (T: 519-661-211 ext. 84500, Email: intgrant@uwo.ca).