

Seed Grant Application Procedures

Aim of the Seed Grants

CRWDP Seed Grants are intended to spark research and training on work disability policy. By work disability policy, we mean policy related to any federal or provincial or territorial program in Canadian that shapes income security and labour-market engagement for work-disabled individuals. We include employers in the disability policy system as they play an important role in shaping opportunities for work-disabled individuals and have specific obligations under some programs and legislations. CRWDP's mandate is to identify how people, when disabled, can be better retained and integrated into the Canadian labour market. Please see our website for more information about [CRWDP](#).

Seed Grants ideally draw together researchers and partners across disciplines and regions, provide research employment to graduate students, and stimulate the development of research grants focused on work disability policy. We encourage analyses that include workers' compensation together with other disability programs and policies

Priority will be given to projects focused on the development of a work disability policy grant application geared to a particular granting agency in order to develop the capacity of the Centre and grant development skills of students. Graduate student research assistants employed through seed grants can support grant development by conducting literature reviews, developing conceptual frameworks and methods, creating budgets, and planning knowledge mobilization activities. The aim is that students will be further funded through successful seed-fund supported grant applications. Examples of seed grants are the development of full research proposals to external agencies for:

Feasibility/intervention studies	Comparative analyses of legislation
Financial and societal burden of work disability	Key issues for people with work disability with getting/keeping a job
Why and how "good" policies are developed and implemented effectively	Work disability challenges and opportunities across different population groups
Sectors/employers/programs that perform well/poorly or work integration	Policy analysis on within and cross program barriers to accessing support
Labour-market conditions that support and/or discourage the employment of adults with disabilities	Studies of promising practices and successful programs
Policy analysis on within and cross program barriers to accessing support	Key barriers within and across programs to receiving needed supports

Seed grants may also be directed toward a specific smaller project. Examples are: detailed policy analysis, case study, pilot study, or practical intervention.

Please note that these are examples and investigators may identify other valuable research topics. However, all seed grants must fit with the broad aim of CRWDP, as identified above.

Who can apply for Seed funding?

All CRWDP Participants and **non-academic** Partners and are eligible to apply for seed grants.

The idea of Seed Grant partnering is to encourage our participants to collaborate with sectors outside of academia. For the Seed Grant, eligible Partner Organizations are non-academic; they are from the community, labour, business, employer, service-provider, insurer, or other non-academic sectors.

Seed grants must be led by a CRWDP participant or an established CRWDP non-academic partner. Non-CRWDP faculty, research scientists or partners may apply in collaboration with a Center member co-investigator. Graduate students cannot apply for Seed Funds as a Principal or Co-Investigator. However, we encourage Principal Investigators to use Seed Grant funds to hire graduate students.

When is the deadline for submitting Seed Grant proposals?

Requests for Seed Grants will be announced three times: in 2014, 2015 and 2016. Announcements will appear once a year via postings on the CRWDP Website. The deadline for the current call is July 15, 2014.

When are awards announced?

Funding decisions will be announced in mid-October.

How do I apply?

Applications include the following core sections: objective (1/2 page), project description and expected outcomes (3 pages), details of partner engagement (1/2 page), strategy for communicating findings to partners, and budget.

Applications are to be submitted electronically to the National Manager (nationalmanager@crwdp.ca).

Must all studies include at least one partner organization?

Yes. Academic applicants must include at least one partner organization in their research study. Applicants are encouraged to connect with [CRWDP partners](#). Applicants may also partner with non-CRWDP affiliated community, labour, business or other non-academic partners. Partner applicants must include a [CRWDP academic participant](#).

What funds are available, what is the maximum award amount and what expenses are allowed?

Up to ten seed grants will be awarded in this call.

The seed grant budget may include funds for supplies, research assistant wages, and other appropriate costs directly related to the project. Ineligible items are investigator salaries, conference travel and attendance costs, and travel costs other than those essential to carry out the project. Total requested costs for a one-year project period may not exceed \$10,000 direct costs. Indirect costs will not be awarded.

Twenty percent of the grant is withheld pending receipt of a final report.

What is the typical project duration?

Funds are awarded for a maximum period of one year. A 6 month extension may be requested but carry forward is not assured. To request carry forward, the investigator must submit a Seed Grant No Cost Extension Request form.

How are Seed Grant proposals evaluated?

Each application is independently reviewed by at least two CRWDP academic participants and one partner. Every effort is made to match reviewer expertise to the focus of the Seed Grant Request.

Evaluation criteria include:

1. Relevance to CRWDP mandate
2. Innovation
3. Study design
4. Project team
5. Potential stimulating future funding and/or student employment and development
6. Potential for stimulating collaborative research with partners

The Seed Funding Committee meets to consider the reviews, rank the proposals and make funding decisions.

Funding is determined by the Review Committee ratings and the availability of funds in a particular cycle. Funding decisions are provided to the applicants along with a summary of comments from the reviewers. Applicants may be asked to address critical issues before final approval. Unfunded applicants are encouraged to consider reviewer feedback and re-apply during the following funding cycle. Unfunded projects are allowed one resubmission.

What is a recipient's reporting responsibilities?

Funding recipients may be contacted periodically by a CRWDP Provincial coordinator or the National Manager to monitor progress. At the completion of the project, the investigator will submit to the Centre a final report that includes a summary of the project and its findings, publications, and applications for independent funding that have resulted from the pilot project (5-10 pages). Details about final report requirements will be posted at a later date. Investigators are expected to be prepared to present their work at a Center-sponsored event, such as provincial or national meetings. Recipients are expected to notify the Centre of any publications, press, grant applications or other outcomes related to the seed funding and to be responsive to requests for such information annually for Center progress reports.

What are a recipient's responsibilities for research ethics?

Funding recipients must receive formal university ethics review approval for any study involving human subjects (interviews, surveys, etc) before spending any awarded funds. If a Principal Investigator is a partner, then a university investigator must be included on the research team and be responsible for the ethics review.

How do I acknowledge CRWDP support?

Investigators should acknowledge support CRWDP support with the following statement" "This study was supported by a Seed Grant from the Centre for Research on Work Disability Policy (Social Sciences and Humanities Research Council Award 895-2012-1017)".

Questions?

For more information, please contact Mai Elramly, CRWDP National Manager, nationalmanager@crwdp.ca .