



**PCPCRC** Pan-Canadian Palliative Care  
Research Collaborative  
**CRPCSP** Le collectif de recherche  
pancanadien en soins palliatifs

# PCPCRC Seed Funding Competition

## Application Guide

\*The PCPCRC Seed Funding Competition has been funded by a contribution from Health Canada, Health Care Policy and Strategies Program. The views expressed herein, or those expressed in any seed funding application or funded project, do not necessarily represent the views of Health Canada.



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## Introduction

### Pan-Canadian Palliative Care Research Collaborative (PCPCRC)

The *Pan-Canadian Palliative Care Research Collaborative* (PCPCRC) is a national network of early, established, and future researchers and clinicians with an interest in palliative care. Since its inception in 2017, the PCPCRC has grown into a network encompassing 25 active programs of research with over 100 investigators, healthcare providers, trainees, community and policy stakeholders, and patient and caregiver partners. With a mission to develop a pan-Canadian network of practice-focused research groups producing high-quality palliative care research, we envision the PCPCRC as the go-to network for trusted, evidence-based guidance to improve people's experience of palliative care.

The objectives of the PCPCRC are organized into four research priorities:

1. *Improve palliative care clinical practice*: Evaluate emerging and innovative strategies for improving pain and symptom management, including psychosocial care.
2. *Improve palliative care service delivery*: Evaluate models of palliative care delivery across disease trajectories to identify best practices that lead to improvements in patient satisfaction, quality of life, and cost-effectiveness.
3. *Data standardization*: Build palliative care research capacity and infrastructure through improved data standardization and data sharing that includes patient-reported outcomes and facilitates national and international comparisons.
4. *Foster collaboration*: Create a research platform to allow researchers to find collaborators for multi-site studies, or for helpful feedback to improve protocols and grant proposals.

### PCPCRC Seed Funding Competition

The PCPCRC has received funding from Health Canada, Health Care Policy and Strategies Program; part of this funding has been allocated to develop and implement a PCPCRC Seed Funding Competition.

The PCPCRC Seed Funding Competition is designed to support early-career investigators and trainees who are faced with a highly competitive and challenging funding environment. This approach contributes to the sustainability of the PCPCRC by providing opportunities for growth and development of the next generation of investigators in palliative care. Specifically, this funding is meant to support pilot and synthesis projects that are typically not funded by traditional larger granting agencies (e.g., CIHR, Canadian Cancer Society, Ministries of Health, etc.) but that need to be completed to provide the necessary groundwork and results to facilitate larger studies and funding applications. Pilot or synthesis projects can be described as small pilot/feasibility trials, scoping/systematic reviews, data standardization/harmonization initiatives, descriptive health administrative studies, etc. To support equitable palliative care research, the PCPCRC Seed Funding Competition will prioritize funding for high



priority populations that typically experience poorer outcomes, and where gaps in palliative care research and service delivery exist. As such, primary priority will be given to projects that directly respond to palliative care research and practice gaps for at least one of the following priority populations:

- Sex/gender/LGBTQ2-Spirit+
- Black, Indigenous, and People of Colour (BIPOC)
- Indigenous peoples
- Immigrants
- Official language minorities and other minorities linguistic groups
- Homeless/vulnerably housed
- Pediatric patients
- Caregivers
- Palliative care in non-specialist settings (ex. long-term care, assisted living or retirement homes, homecare)

Two one-year-long grants of up to \$20,000 will be funded in the third round of the PCPCRC Seed Funding Competition. Applicants cannot be awarded more than one project application per Competition. Applicants currently holding Seed Funding awards or already receiving funding through the Health Canada, Health Care Policy and Strategies PCPCRC funding are ineligible to apply for additional Seed Funding.

## PCPCRC Seed Funding Competition Call for Proposals

### Eligibility Criteria

To be eligible, an applicant must:

- ✓ Be an early-career investigator or trainee, affiliated with a research institution anywhere in Canada;
- ✓ Submit a complete application package (see below for application requirements);
- ✓ Submit written proof of confirmation that your department or supervisor will provide at minimum 20% matching funds;
- ✓ Present their project to the PCPCRC;
- ✓ Submit a project that meets the following criteria:
  1. Is a pilot or synthesis study;
  2. Can it be completed in one year;
  3. Provides clear and sound rationale for why the project is needed to further your research program, including a plan for progression from the pilot study to larger funding applications.



- ✓ Priority will be given to applications that directly respond to palliative care research and practice gaps for at least one of the previously defined high priority populations and demonstrates direct engagement with the selected priority population.

### Eligibility Assessment

Submissions will be reviewed by the established review committee composed of PCPCRC members, funded researchers, and patient and caregiver partners that do not have any conflict of interest with the applicants.

### Important Dates (all times in EST)

Application Period	December 1 <sup>st</sup> , 2023 at 12:00am, to January 21 <sup>st</sup> , 2024 at 11:59pm
Project Presentations	9:00-11:00am, Tuesday, February 6 <sup>th</sup> , 2024 1:00-3:00pm, Tuesday, February 6 <sup>th</sup> , 2024 3:00-5:00pm, Wednesday, February 7 <sup>th</sup> , 2024
Application Review Period	January 22 <sup>nd</sup> to March 1 <sup>st</sup> , 2024
Award Notification	March 4 <sup>th</sup> , 2024
Effective Funded Period	April 1 <sup>st</sup> , 2024, to March 31 <sup>st</sup> , 2025

Applicants must ensure their availability during the Project Presentation blocks listed above. Presentations will be scheduled as complete application packages are received; applicants will be offered two options of 30-minute presentation slots within these blocks.

### Application Link and Requirements

To apply go to the PCPCRC webpage on <https://pcpcrc.ca/seed-funding/>.

Application sections are as follows:

1. Lay summary (maximum 1500 characters with spaces)  
Describe the proposed project using non-technical language emphasizing the research question and its importance to palliative care research and practice gaps. Keep in mind that you are targeting a lay audience and be sure to answer:
  - a. Why are you doing this research?
  - b. What is your goal and main objective(s)? How will you achieve these?
  - c. What will the impact of this project be?
2. Abstract (maximum 1800 characters with spaces)



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A technical abstract that provides the review committee (scientific audience) with quick answers to the following questions:

- a. What do you intend to do? Why is the work important? (Background, rationale, and objectives)
  - b. How are you going to do the work? (Methods)
  - c. What is the impact? (Significance)
3. Background and rationale (maximum 7500 characters with spaces)
  4. Objective(s) or hypothesis (maximum 1200 characters with spaces)
  5. Justification for the need of this project to further your research program. How will the results of this study be used and what are the next steps in your research program? (Maximum 3000 characters with spaces)
  6. Methodology/approach (maximum 7500 characters with spaces)
  7. Target population and engagement strategy: description of the target priority population and how you will engage them throughout the project (maximum 3000 characters with spaces)
  8. Team description (including names and affiliations, roles, experience, area(s) of expertise, time commitment and planned contributions to the project) (maximum 2000 characters with spaces)
  9. References
  10. Project workplan (see below for examples of what is expected in the workplan)
  11. Budget (see below for more details)
  12. Applicant CV (maximum 5 pages in no specific format)
  13. Proof of written confirmation that the applicant's supervisor or department will commit to match at minimum 20% of the funded amount
  14. Presentation to the PCPCRC: All applicants must present their project to the PCPCRC members. This presentation will not influence project evaluations, but it is mandatory to qualify for the Seed Funding Competition. This activity focuses on providing feedback from other experts and promoting networking and collaboration between researchers. The presentation should be 10-15 minutes long, followed by 10-15 minutes of discussion. **Applicants must ensure they are available for the presentation times listed above (under 'Important Dates').**



## Examples of Project Workplan Components

Title	Description	Timeline
Research Administration and Performance Management	Who will manage the project, including progress and financial reports to be provided to the PCPCRC?	Q1- Q4
Ethics Approval	Does your project need research ethical board approval?	Q1
Retrospective Chart Review – Data Collection	If your methodology involves chart review, who will collect the data and how?	Q1 - Q2
Qualitative Evaluation – Data Collection	If your methodology involves qualitative data collection, who will collect the data and how?	Q1 - Q2
Retrospective Chart Review – Data Analysis	Who will conduct the data analysis and what will be analysed?	Q2 - Q3
Qualitative Evaluation – Data Analysis	Who will conduct the data analysis and what will be analysed?	Q2 - Q3
End-of-Project Knowledge Translation	How will you disseminate your findings?	Q4

## Budget Categories and Rules

Applicants must submit a Budget with their application and outline how the funding will be spent, including a rationale for each expense and the timeline. Applicants will also need to describe the expenses that their organization will be paying. The budget categories are:

- Project personnel
- Contractual personnel
- Materials and supplies
- Travel and accommodation (maximum 5% of budget)
- Equipment (maximum 5% of budget)
- Conference registration (maximum 5% of budget)
- Open access publication fees
- Participant and patient/caregiver stipends



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## Next Steps for Successful Applicants

Successful applicants, if not already a PCPCRC member, must register on [Register – PCPCRC](#). They and their organization will also be required to enter into a sub-grant agreement with the Bruyère Research Institute, the administrative location of the PCPCRC, based on the PCPCRC's agreement with and obligations to the primary funder, Health Canada. This agreement will outline the responsibilities, rights, and obligations undertaken by the successful applicant and their organization. A detailed workplan and budget, as well as semi-annual progress and expenditure reports are required. Investigators will also be required to present project results at applicable PCPCRC semi-annual meetings to foster discussion and collaboration with other members.

## Questions and Feedback

For any questions or feedback please email [PCPCRC@bruyere.org](mailto:PCPCRC@bruyere.org).