****

**COMPETITION IN APPLIED GENOMICS RESEARCH**

**IN BIOPRODUCTS OR CROPS (ABC)**

APPLICATION FORM

#

# General Instructions

# Refer to the *Guidelines and Evaluation Criteria* for this competition for full details on application requirements. Applications should be submitted to the Genome Centres by August 29, 2008 and the final application to Genome Canada through the Genome Centre by October 3, 2008.

# Technical Requirements

# *Please note that Genome Canada is exploring the use of a new web-based system for distribution of applications to reviewers. The number of hard and electronic copies and file formats necessary for submission will depend upon the requirements of this system. Detailed information regarding application format will be provided to each Genome Centre at a later date.*

# These instructions should be removed from your application form prior to submission. The instructions at the top of each section should however be included in your application. These instructions do not count towards the application page limits. The first page of the form should be page 1, which includes the contact information for each Project Leader. Application forms should be single-spaced, with top and bottom margins of a minimum of 1.7 cm and left and right margins of a minimum of 2.5 cm. Arial font 11 points must be used, with the exception of the Gantt chart. Fields within the tables in this form will expand to accept more information with the return (⮠ ENTER) key. If additional rows are needed in a table, place the cursor in the last field of the last row and press the TAB key.

# Signatures

The signatures of the Project Leader(s) and co-investigators confirm that this application has been reviewed and approved for submission to the Genome Centre and Genome Canada by all investigators. The signature(s) of the authorized representative(s) of the lead organisation, and the Genome Centre CEO confirm that the organizations have reviewed and approved the application for submission to Genome Canada.

Those signing the application also agree that the general conditions governing the use of Genome Canada funds, as outlined in the Guidelines and Evaluation Criteria, including adherence to commonly accepted guidelines with respect to ethical, environmental and safety requirement apply to the project outlined in this application and are hereby accepted by all parties.

**Language of Application**

Genome Canada provides its competition guidelines and application forms in both official languages to ensure that instructions are well understood by all potential applicants. However, to ensure that applications can be sent to the most appropriate non-Canadian reviewers, all applications must be submitted in English.

**Acknowledgement of Funding**

Genome Canada’s support for research is an investment by the people of Canada. Genome Canada seeks to demonstrate a return on investment for taxpayers through key research developments and results. Therefore, investigators must clearly acknowledge the contribution of the Government of Canada through Genome Canada, as well as all other relevant funders, in research publications, as well as all communications including, press releases, posters and oral presentations. In addition, visual presentations such as seminars and websites must include the Genome Canada logo.

**COMPETITION IN APPLIED GENOMICS RESEARCH**

**IN BIOPRODUCTS OR CROPS (ABC)**

APPLICATION FORM

**Project Title:**

**Date of Submission:**

**Total Amount and Duration Requested:** $ **3 yrs. 4 yrs.**

**Have any of the applicants led a Genome Canada project**

**(i.e., as a Project Leader or co-Project Leader)? Yes No**

(If yes, please complete Appendix II – Previous Genome Canada Funding)

**Project Leader(s)**

|  |  |  |  |
| --- | --- | --- | --- |
| Name  |  | Name |  |
| Affiliation |  | Affiliation |  |
| Address |  | Address |  |
| Telephone |  | Telephone |  |
| Fax |  | Fax |  |
| E-mail |  | E-mail |  |
| Signature |  | Signature |  |

**Certification Requirements**

|  |
| --- |
| Applicants proposing to perform research that requires certification (such as research involving human subjects, human stem cells, animals, biohazards, radioactive materials or possible effects on the environment) must obtain the appropriate certification for the proposed project and submit them to Genome Canada. Please check the box(es) below, if the proposed research involves any of the following:  |
| Human subjects  | Human stem cells | Animals | Biohazards | Environmental assessment |

**Lead Organisation (CEO, President or authorized representative)**

|  |  |
| --- | --- |
| Organisation |  |
| Name of representative |  |
| Title |  |
| Date |  |
| Signature |  |

**Genome Centre CEO(s)**

|  |  |  |  |
| --- | --- | --- | --- |
| Lead Centre  |  | 2nd Centre (if applicable) |  |
| Name of CEO |  | Name of CEO |  |
| Date |  | Date |  |
| Signature |  | Signature |  |

**II KEY WORDS & SECTOR**

Select the primary sector that relates to the research proposed.

Health ❑ Agriculture (crops) ❑ Agriculture (livestock) ❑

Environment ❑ Forestry ❑ Fisheries/Aquaculture ❑

Technology development ❑ GE3LS ❑

Provide a maximum of five (5) words or phrases that describe the research, technologies and methodologies to be used for the proposed investigations.

|  |  |
| --- | --- |
| **CATEGORY** | **KEYWORDS** |
| **Research** |  |
| **Technologies & methodologies** |  |

**III RESEARCH TEAM**

Using the headings below, please provide a list of the research team members, their titles, affiliations, time commitment to the proposed research and their responsibilities in the context of this project:

|  |  |
| --- | --- |
| **Name, Title and Affiliation** | **Responsibilities and time commitment to the proposed research (hrs/week)** |

**Project Leader(s)**

|  |  |
| --- | --- |
| Dr. John Smith, Associate Professor, Department of Y, University of X | Dr. Smith is responsible for overseeing objectives x and y. (20 hrs/week) |
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|  |  |

Co-investigators

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Collaborators

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Other Key Personnel

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**IV** **PARTICIPATING ORGANISATIONS’ SIGNATURES**

To be completed by the organisations in which the research will be undertaken.

The following organizations have reviewed and approved this application and agree to respect the general principles guiding the use of Genome Canada funds, specific guidelines on eligible costs and co-funding, and the specific conditions associated with the Release of Genome Canada Funds as outlined in the *Guidelines and Evaluation Criteria* including adherence to commonly accepted guidelines with respect to ethical, environmental and safety requirement.

In addition, the following organizations agree to respect applicable policy and program guidelines of other funding agencies identified as sources of co-funding in this application.

|  |  |  |  |
| --- | --- | --- | --- |
| **Organisation** | **Name & Title of Authorized Representative** | **Signature** | **Date****dd/mm/yy** |
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**V** **CO-APPLICANTS**

To be completed by all co-applicants. Collaborators or co-funders should not be listed in this section.

*A co-applicant is a researcher who makes a substantial intellectual contribution to the proposed research and who will be involved in the day-to-day execution of the project.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Affiliation &****E-mail Address** | **Signature** | **Date****dd/mm/yy** |
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**VI** **LAY summary** (Maximum one (1) page)

Provide a lay summary of the proposed research, which describes the overall goal(s) of the project, supporting objectives and anticipated outcomes. **This summary may be used for dissemination to the public.**

# VII SCIENTIFIC SUMMARY (Maximum two (2) page)

Provide a scientific summary of the research proposed, which describes the overall goal(s) of the project, supporting objectives and anticipated outcomes and a summary of the associated GE3LS research activities.

**VIII Research proposal** Maximum thirty (30) pages (twenty-five (25) pages plus up to an additional five (5) pages for GE3LS research plan). An additional twenty (20) pages can be added for references, charts, figures and tables.

this section must address all relevant evaluation criteria as described in **Appendix B** of the ***Guidelines and Evaluation Criteria – Competition in Applied Genomics Research in Bioproducts or Crops (ABC)*** and address the following:

* Describe the objectives and goals of the proposed research
* Describe how the outcomes of the research will or can be applied and the approximate timeframe in which the outcomes are expected
* Background –
	+ Summarize previous work and any resources generated that are relevant to this proposal. This may include work done either by your research team or other research groups.
	+ For proposals arising from a previously funded Genome Canada project led by any of the applicants of the current proposal describe how this proposal differs from, and/or builds on, the previously funded project(s). In addition, you must complete Appendix II(Previous Genome Canada Funding) for ALL Genome Canada projects led by any of the applicants.
* Describe the research proposed and details of methods to be used.
* Describe the GE3LS issues arising from the proposed research and include a plan to address these issues (refer to Section 5.2 of the *Guidelines*).
	+ Genome Canada recognizes that GE3LS issues can **both limit and enhance** research, and that attention to **both types of issues** are worthy of focus by investigators. While applicants must describe how they intend to anticipate and address GE3LS issues that may present obstacles for completing their research (such as economic impediments, ethical concerns, legal or regulatory barriers), applicants should also consider describing how their research may contribute to a better understanding of GE3LS issues and, in so doing, maximize the overall benefits from their research.
	+ The GE3LS plan should describe the objectives, milestones, expected outcomes and methods to be used to address the issues identified. The research activities can be described in a separate section or can be integrated within the appropriate scientific components of the application.
* Explain how the proposed research is innovative and how it differs from similar research being done by other groups.
* Demonstrate how the research to be carried out builds on or optimizes existing Canadian strengths and expertise in genomics and/or fits within a unique Canadian niche.
* Describe the international impact of the proposed research.
* Provide a clear plan for the management and analysis of the research data. The plan must include: i) a diagram showing the data flow for the information created by all project components; ii) a description of the data flow which reflects the workflow of the overall project; iii) a description of computer analysis strategies for the data; iv) a plan for the long-term preservation (archiving) of the analysis results and, where appropriate, raw data; and v) a description of personnel requirements to complete the data analysis. (Refer to Section 5.5 of the *Guidelines*)
* Using a Gantt chart (a template is attached in Appendix X), show the project milestones and expected outcomes. The milestones must be well-defined and quantifiable. Attach the Gantt chart to this Section.
* Detail the requirements for services from others, including Genome Canada’s Science and Technology platforms. Include detailed statements of work (SOW) in Appendix III (Refer to Section 5.4 of the *Guidelines*).
* Describe the proposed training programs (e.g., training of graduate students or training in specific technologies).
* Describe national and international collaborations.

Format for references: The reference section should only contain works referred to in the text. For each reference, list in this order: name of the author(s)/editor, title, journal name or book title, publisher, year of publication, and page/volume reference. Journal and book titles must be written in full and underlined or printed in italics. Page/volume references must be in parentheses.

**IX HANDLING OF DATA & RESOURCES** (Maximum of two (2) pages)

*Please note that details on data and resource management and analysis are included in section IV.*

**Data and Resource Sharing**

A strategy for sharing data and resources within the project and with the wider scientific community (after initiating appropriate protection of any intellectual property) must be provided. Projects dealing with personal data must also provide their strategy for handling privacy and confidentiality issues.

The project must comply with Genome Canada's policy on Data Release and Resource Sharing ([http://www.genomecanada.ca/xcorporate/policies/datareleasepolicy.pdf)](http://www.genomecanada.ca/xcorporate/policies/DataReleasePolicy.pdf%29.%2A). Although this policy will be revised, applicants are expected to comply with Genome Canada’s current guidelines and subsequent updates as they occur. Moreover, it is expected that applicants’ data release and resource sharing practices reflect internationally accepted standards and includes a description of:

* The type of data that will be generated;
* When the data will be generated in the project;
* The timing of release of each data type;
* Where the data will be released;

If an international database is available for specific data types, the project must use this database. If no international database exists then the data must be made available through the project’s website.

**Please attach the project’s Data and Resource Sharing Policies in Appendix IX.**

**X management** (Maximum of four (4) pages, excluding, charts, figures, tables)

this section must address all relevant evaluation criteria as described in **Appendix B** of the ***Guidelines and Evaluation Criteria – Competition in Applied Genomics Research in Bioproducts or Crops (ABC)*** and include the following elements:

* an organisational chart showing the project’s management structure;
* a description of the management and oversight processes;
* a description of the project team’s experience in managing large-scale projects, which should include Genome Canada funded projects as described in Appendix II, as well as other large-scale projects.
* details of the mechanisms for making critical decisions about research direction;
* a description of the strategies and implementation plan for forming partnerships and coordinating with others, including a chart showing the relationship between the individuals/organisations;
* a description of the project’s deployment plan (human resources, equipment and infrastructure including the initial ramp-up period);
* a description of the management processes in place that will ensure effective financial management and control of the project;
* details of the mechanisms and activities for communicating within the project, with the Genome Centre, with collaborators and partners, and with the scientific community. These may include teleconferences or meetings of investigators and committees, and maintenance of an intranet site, etc.

**XI COMMUNICATION & OUTREACH** (Maximum of two (2) pages)

Please provide details of the strategy for communication, outreach and knowledge dissemination to the public, including an overview of planned media relations and public outreach and education activities.

**XII BENEFITS FOR CANADA** (Maximum of four (4) pages)

this section must address all relevant evaluation criteria as described in **Appendix B** of the ***Guidelines and Evaluation Criteria – Competition in Applied Genomics Research in Bioproducts or Crops (ABC)*** and include a description of anticipated outcomes of the research proposed and the potential benefits for Canada. Applications must describe, with supporting evidence, the potential benefits for Canada and outcomes of the research proposed that will be realized within five (5) years from the end of the project. Potential benefits could include: a) job creation and economic growth in Canada, b) development of a product or service, c) an impact on society, quality of life, better health, and a cleaner environment, d) knowledge generation or translation, e) potential licenses and/or new start-ups or f) the creation of new policies. The applicants must include a plan, which explains how they will transfer, disseminate, use, and/or apply the potential deliverables from the research to realize the benefits within five (5) years from the end of the project. In preparing this section, applicants should seek input from one or more individuals with expertise in the relevant field(s).

Where appropriate, for example when new products and/or services will be developed, a clear commercialization process, which includes IP management and ownership, technology transfer and benefit sharing, must be described.

**XIII FINANCIAL INFORMATION**

# Please refer to Sections 8 of the *Guidelines and Evaluation Criteria – Competition in Applied Genomics Research in Bioproducts or Crops (ABC)* for details about Eligible Costs.

**Control Processes**

# This section should include:

* a description of the financial and budgetary controls (e.g., processes for authorizing purchases, payments and budget adjustments), and
* a summary of principal financial assumptions or explanations that are not included as justifications in the budget template.

# Budget

# Please provide a budget request for three or four years using the budget template which will be available through your Genome Centre staff, who will assist you in the preparation of the budget. Instructions on how to complete the Genome Canada Budget template are found on the form. The Genome Centre

**The budget and supporting documents (e.g., supplier quotes) must be included in Appendix III.**

# XIV CO-FUNDING STRATEGY (Maximum of three (3) pages, excluding tables)

# Refer to Section 8.2 of the *Guidelines and Evaluation Criteria – Competition in Applied Genomics Research in Bioproducts or Crops (ABC)* for details on Co-funding requirements.

#

# Please provide a well-developed and feasible plan which demonstrates the project’s potential to secure at least 75% of the co-funding prior to the release of Genome Canada funds. All co-funding must directly support the objectives of the project and must be applied for on or after the date the Strategic Research themes were announced, i.e., October 1, 2007. Co-funding must also be for eligible costs specifically requested in the Genome Canada budget in order to be considered as an eligible co-funding source for the purpose of this competition.

#

# In the format below please provide details of the co-funding sources. For each funding source include the organisation name, amount that directly supports the objectives of the Genome Canada proposal, contribution type (e.g., cash, in-kind), expected receipt date, status of co-funding (received, committed, awaiting response, yet to apply) and a description of how the funds will directly support the objectives of the project. Documentation supporting secured or proposed co-funding must be included in Appendix IV (Supporting Documentation for Co-funding).

**Funding Sources**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **#** | **Organisation Name** | **Amount** | **Type** | **ExpectedReceipt Date** | **Status** |
| 1 | Provincial Ministry of Science | $1.4 M | Cash | June 2009 | Committed |
| **Description of how the funds will directly support the objectives of the project:**The Ministry of Science funding will be used to cover the costs of all genotyping (Budget items S7T 4,5 & 6) |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **#** | **Organisation Name** | **Amount** | **Type** | **ExpectedReceipt Date** | **Status** |
| 2 |  |  |  |  |  |
| **Description of how the funds will directly support the objectives of the project:** |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **#** | **Organisation Name** | **Amount** | **Type** | **ExpectedReceipt Date** | **Status** |
| 3 |  |  |  |  |  |
| **Description of how the funds will directly support the objectives of the project:** |

**APPENDIX I – Curricula Vitae**

# Please attach the curriculum vitae for each applicant and all other key personnel. Use the Common CV System to create a Genome Canada CV, which can be found at: <http://www.commoncv.net>.

For assistance in completing CVs, contact Genome Canada at (613) 751-4460 ext. 126 or by e-mail at smondoux@genomecanada.ca.

List in the table below the individuals for whom a CV form is attached.

|  |  |
| --- | --- |
| **NAME** | **ROLE**(e.g., Project Leader, Co-applicant, Project Manager, etc.) |
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# APPENDIX II - PREVIOUS GENOME CANADA FUNDING

Please complete this appendix for each previously supported Genome Canada project led by any of the applicants in the current proposal and label these A, B, C, (etc.)

This information will be used to assess the applicant’(s) previous experience in managing large-scale projects and their track record in this area.

**Project Title:**

**Start Date-End Date:**

**Term of Funding (yrs):**

**Total Project Funding:**

**Project Leader(s):**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name**  |  | **Name** |  |
| **Affiliation** | **Affiliation** |
| **Name** |  | **Name** |  |
| **Affiliation** | **Affiliation** |

**Co-Applicants:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name**  |  | **Name** |  |
| **Affiliation** | **Affiliation** |
| **Name** |  | **Name** |  |
| **Affiliation** | **Affiliation** |

**SUMMARY OF PROJECT OBJECTIVES, OUTCOMES AND IMPACTS** (maximum of five (5) pages)

Provide a summary of the previously funded project. This should include a description of project’s objectives, outcomes and achievements relative to the original objectives including the GE3LS activities, as well as any contribution to the training of highly qualified personnel.

**RESEARCH CONTRIBUTIONS *DIRECTLY* ARISING FROM THE PROJECT**

* Provide a numbered list of articles, monographs, books, abstracts, presentations and awards **directly arising from the project and acknowledged as such.** Include papers published, in press, accepted or submitted and indicate the status of each. Publications should be presented as follows: *Names (****bold*** *authors from project), date, title of publication, citation.*  **Please list the five (5) publications of highest impact first.**
* Describe how funding for the project contributed to each research contribution.

|  |
| --- |
| *Research Contributions*  |
|  |

* Provide a summary of the numbers of publications directly arising from the project in the table below

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Refereed Papers | Books and Monographs | Book Chapters/ Contributions to a collective work | Abstracts/ Notes | Invited Presentations | Awards |
| Published |  |  |  |  |  |  |
| Accepted or in Press |  |  |  |  |  |  |
| Submitted |  |

**DATA AND RESOURCE GENERATION**

* Provide a list of data generated by the project that have been deposited into databases and indicate where they have been deposited (provide accession numbers where applicable).
* Provide a list of resources (biological and other e.g., bioinformatics tools and resources) created and made available for dissemination and use and indicate (where appropriate) where they have been deposited. Provide accession numbers where applicable.

|  |
| --- |
| *Data & Resource Generation* |
|  |

# TECHNOLOGY TRANSFER

* Provide a list of invention disclosures, patent filings, copyrights, products, services, commercial licences, companies formed, etc., which have arisen from this project.

|  |
| --- |
| *Technology Transfer* |
|  |

* Provide a summary of the numbers in the table below:

|  |  |  |
| --- | --- | --- |
| IN PROGRESS | IN CIRCULATION | COMMERCIALISATION |
| Disclosures | Provisional Patents | Patents filed | Copyrights | Published Patents | Commercial licenses in place | Number of companies formed |
|  |  |  |  |  |  |  |

**COMMERCIAL POTENTIAL**

* Describe any technologies with commercial potential resulting from the project.

|  |
| --- |
| *Commercial Potential* |
|  |

# APPENDIX III - BUDGET & SUPPORTING DOCUMENTS

# Please refer to Sections 8 of the *Guidelines and Evaluation Criteria – Competition in Applied Genomics Research in Bioproducts or Crops (ABC)* for details about Eligible Costs.

# Attach the completed budget form available through your Genome Centre. The Genome Centre will assist applicants in the preparation of the budget.

Also attach supporting documents, for example:

* quotes for equipment over $50,000;
* a justification for out of country fee-for-service providers; and
* Statements of Work (SOW) from service providers including Genome Canada-funded platforms which must include prices (i.e. cost/unit) for services and the schedule of services provided (by quarter).  For services that rely solely on manpower the unit of service should be quoted as number and cost of “full time equivalents” (FTE) employees/quarter. The schedule of services provided should match the project’s Gantt chart.

If a supporting document shows an amount that differs from the budgeted amount, include the calculations used to arrive at the budgeted amount.

Each supporting document must be numbered on the top right corner of the first page. List supporting documents in the table below, stating the document number, the type of document, the item it is supporting and the appropriate line number(s) in the budget form (if applicable).

|  |  |  |
| --- | --- | --- |
| Document # | Supporting Document | Line Reference No. in Budget |
| 1 | e.g., Quote from Supplier x to support the sequencer | E-1 |
| 2 |  |  |
| 3 |  |  |
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# APPENDIX IV – SUPPORTING DOCUMENTATION FOR CO-FUNDING

# Please refer to Section 8.2 of the *Guidelines and Evaluation Criteria – Competition in Applied Genomics Research in Bioproducts or Crops (ABC)* for details on Co-funding including examples of the required document. All co-funding must directly support the objectives of the project and must be applied for on or after the date the Strategic Research Themes were announced, i.e., October 1, 2007. Co-funding must also be for eligible costs specifically requested in the Genome Canada budget in order to be considered as an eligible co-funding source for the purpose of this competition. Please attach full documentation for ALL co-funding.

Please list the funding organisation(s) and supporting co-funding documentation in the table below. Link each document to the funding sources table in Section XIV by grouping documents related to each funding source and using the same number as the funding source e.g., For funding source 1 in section XIV, if there are three supporting documents, list each as 1a, 1b, 1c. The document number must also appear on the top right corner of the first page of each supporting document.

|  |  |  |
| --- | --- | --- |
| Document # | Organisation | Document Attached |
| 1a | Provincial Ministry of Science | Letter of commitment from the Minister of Science |
| 1b | Funding Agency X | Cover page of application and summary |
| 1c | Funding Agency X | Research proposal and detailed budget |
| 2a | Funding Agency X | Notice of Award |
|  |  |  |
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**APPENDIX V – LETTERS OF COLLABORATION & SUPPORT**

Please attach letters of collaboration and support.

Please list in the tables below, all collaborators and others who have provided a letter of collaboration or support. Note that collaborators must provide a signed statement describing their contribution to the project. Letters of support from co-funders should be included in Appendix IV.

*A collaborator is an individual whose role in the proposed research is to provide specialized expertise or services (such as access to equipment, provision of specific reagents, training in a specialized technique, statistical analysis, access to a patient population, etc.) but who will not be involved in the day-to-day execution of the project.*

**Collaborators**

|  |  |
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| Name | Affiliation |
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# Others

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| --- | --- |
| Name | Affiliation |
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**APPENDIX VI – PUBLICATIONS**

Please attach up to five (5) publications from the past five years which are relevant to the proposal.

**Please list in the table below the documents attached.** The document number must also appear on the top right corner of the first page of each document.

# Publications

|  |  |
| --- | --- |
| Document # | Publication |
| 1 |  |
| 2 |  |
| 3 |  |
| 4 |  |

**APPENDIX VII – questionnaires & consent forms**

If you will be using questionnaires or obtaining consent as part of the proposed research, attach the relevant forms to this appendix.

**List in the table below the documents attached.** The document number must also appear on the top right corner of the first page of each document.

# Questionnaires and Consent Forms

|  |  |
| --- | --- |
| Document # | **Name of Document Attached** |
| 1 |  |
| 2 |  |
| 3 |  |
| 4 |  |

# APPENDIX VIII – CERTIFICATION FORMS

# Applicants proposing to perform research that requires certification (such as research involving human subjects, human stem cells, animals, biohazards, radioactive materials or possible effects on the environment) must obtain the appropriate certification for the proposed project. Note that certifications must be obtained specifically for the research approved for funding by Genome Canada and certifications for similar or related projects ongoing in your laboratory are not acceptable.

Please check the relevant boxes and attach certification forms.

 Human Subjects

Human stem cells

Animals

Biohazards

Environmental assessment

Other – Specify:

Please provide a list of certifications received or expected in the table below and attach each completed form. The document number must also appear on the top right corner of the first page of each document. If certification forms are not yet available, indicate their expected receipt date.

Please note that Genome Canada requires copies of all certifications obtained during the term of the project.

|  |  |
| --- | --- |
| Document # | **Certificate Name and Status (received or expected)** |
| 1 |  |
| 2 |  |
| 3 |  |
| 4 |  |

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**APPENDIX IX – DATA & RESOURCE SHARING POLICIES**

Please list and append data and resource sharing policies**APPENDIX X – SAMPLE GANTT CHART**

To use the chart provided as a template, cut and paste it into Section VIII (Research Proposal) of the application form.

**GENERAL MODEL FOR GANTT CHART**

Please include clear objectives and quantifiable milestones for each activity and sub-activity of the proposed research.  The milestones must be well-defined and measurable. Activities which are indicated as taking place prior to months 18-24 will be used as key measures of a project’s success during the Interim Review. This Gantt chart can be used as a monitoring tool by indicating progress in the achieved milestone row for each aim.

|  |
| --- |
| **Title of Project****Project Leader, Institution** **Co-leader, Institution** **Lead Genome Centre** |
|  | **QUARTER****(3 months)** | **Q1** | **Q 2** | **Q 3** | **Q 4** | **Q 5** | **Q 6** | **Q 7** | **Q 8** | **Q 9** | **Q 10** | **Q 11** | **Q12** | **Q 13** | **Q 14** | **Q 15** | **Q 16** |
| **Quarter ending****MM/YY to MM/YY** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Start Date** | **End****Date** |  | **MILESTONES/RESULTS** |
| **Sub-project/Activity 1: (Title & Lead PI)** |
|  |  | **Aim 1.1  *Title*** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | **Proposed** | 10 | 10 | 25 | 25 | 25 |  |  |  |  |  |  |  |  |  |  |  |
|  |  | **Achieved**  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | **Aim 1.2 *Title*** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | **Proposed** |  |  | 15 | 15 | 15 | 15 | 15 |  |  |  |  |  |  |  |  |  |
|  |  | **Achieved** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | **Aim 1.3 *Title*** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | **Proposed** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | **Achieved** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Sub-project/Activity 2: (Title & Lead PI)** |
|  |  | **Aim 2.1 *Title*** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | **Proposed** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | **Achieved** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | **Aim.2.2 *Title*** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | **Proposed** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | **Achieved** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |