

IMPORTANT INFORMATION REGARDING CIHR GRANT APPLICATIONS AND DEADLINES

Original Message-----

From: Petrakis, Johanna

Sent: Thursday, September 04, 2008 3:54 PM

Subject: UPDATE: Deadlines for CIHR Operating Grants for FoM

Importance: High

Dear All,

For CIHR Operating Grant applications, the Faculty of Medicine (FoM) has agreed with the Office of Research Services (ORS) that a hard copy of your application must be submitted to the Dean's office or affiliated hospital research office by **September 10th** for Faculty approval (see below for a complete list of items required).

You can continue to work on the scientific portion of your grant and submit through ResearchNet until **10:00 a.m. on September 15th**, at which time, ORS will electronically approve your application via ResearchNet for submission to CIHR.

Required Documents to be submitted to the FoM

1. FoM Grant Cover Sheet
2. Page 1 Application Details page
3. Page 2 Applicant Signatures page including nominated principal applicant, principal applicants and co-applicants with required signatures if applicable. In the case where your co-applicants are from different academic institutions, please ensure both co-applicants and their institutions (Research Services) have signed off on page 2 & 3 (Institution Signatures Page)
4. Page 3 Institution Signature page. Department Head signature is required.
5. Summary of research proposal page
6. Budget summary and budget justification
7. In the case of cooperative projects, letters of support or commitment from collaborating companies or institutions

Should your application not meet these deadlines, the FoM and ORS can not guarantee approval and submission of your application.

If you have any questions, please contact Kelly Haller at the FoM (tempresearch1@medd.med.ubc.ca) or Brit Schottelius at ORS (brit.schottelius@ors.ubc.ca)

Please forward this e-mail as appropriate.

Regards,

Johanna Petrakis

Manager, Research Core Operations

UBC, Faculty of Medicine, Dean's Office

317 - 2194 Health Sciences Mall

Tel: 604-822-7396

Fax: 604-822-6061

E-mail: jpetrakis@medd.med.ubc.ca

www.med.ubc.ca

For additional information on research and grant application processes etc., please see <http://www.med.ubc.ca/research.htm>