



* SEED GRANT FINAL REPORT FORM *

Who should complete this report

This final report is for recipients of a Seed Grant. If you hold another grant type, please download the standard Final Report Form.

How to submit your final report

You must have the most recent version of Adobe Acrobat Reader ([free download here](#)) or a full paid version of Adobe Acrobat to complete and submit your application.

Please follow these steps **before you begin completing the report**:

1. Download the final report form and Save it to your computer.
2. Open the application form in Adobe and enable JavaScript if you are prompted to do so.

Failure to do this may result in the loss of all entered information when you close the form.

Once your final report is complete and you have attached all the required documents, you will submit your report electronically by e-mail to grants@policywise.com.

How to attach files to this document

With the report form open in Adobe, select the Comment button from the top right of the screen. In the Annotations section, click the paperclip icon. Move your cursor back over your document - the icon will turn into a pushpin. Click anywhere in the document to open the Add Attachment dialogue box. Choose your file and click Open, then click OK on the File Attachment Properties box that appears. Your file is now attached. Save your document before closing it!

If this method does not work, please try the following:

Select View from the top menu bar, then select Comment > Annotations. Choose the paperclip icon to add a file, and move your cursor over the document - it will become a pushpin icon. Click anywhere in the document to open the Add Attachment dialogue box. Choose your file and click Open, then click OK on the File Attachment Properties box that appears. Your file is now attached. Save your document before closing it!

Contact Information

Research Grants Manager
403-955-2403 or grants@policywise.com

Study Information

Primary Applicant

File Number

Email Address

Project Title

Project Summary

Provide a 1-paragraph summary of your activities, their outcomes, and the next steps for your program of research. This summary should not exceed the space provided. It will be used to describe your project on The PolicyWise website and in annual results reports.

Please provide further details about any new knowledge obtained through this Seed Grant. Include details of any data and analysis you have obtained.

Please discuss further the next steps for this program of research.

SEED GRANT EVALUTATION

Seed Grants are intended to support the planning and development of policy-relevant research projects in topic areas relevant to PolicyWise. Seed Grants enable PolicyWise to invest in the beginning stages of future research, thereby facilitating the generation of new policy-relevant knowledge and evidence in these areas. Please provide the following details about how this Seed Grant has contributed to future research.

Did the activities undertaken during this Seed Grant lead to the development of a research proposal that was submitted for funding?

Yes (complete this page)

No (go to the next page)

Details on the research proposal developed from this Seed Grant

Proposal title

Funding organization

Date submitted

Amount Requested

Was the proposal successful?

Yes (go to section A)

No (go to section B)

In Submission

SECTION A - Funding Details

Amount Received

Start Date

End Date

SECTION B - Resubmission Details

Do you have plans for resubmitting this proposal?

Yes

No

If yes, to what organization?

If no, why not?

Please go to page 5

Reasons for not submitting a research proposal

Do you have plans to submit a research proposal for further funding?

Yes

No

If yes, please identify potential funding organizations and discuss your timeline for submitting an application

If no, please provide further details.

Additional Funding Sources

Please provide details of any additional funding received for this project, or for projects which are a result of the work completed through this grant.

Organization Name

Funding Amount

Capacity Building

Please provide details on the number and level of trainees involved in the work supported by this Seed Grant, regardless of whether they were paid from this grant.

**Undergraduate
Students**

Masters Students

**Doctoral
Students**

Postdoctoral Trainees

Other trainees (community members, service providers, etc)

If you included 'other trainees', please provide further details on their roles and capacity building activities:

Research Outputs

ACCFRCR is interested to know how you have shared the findings or outcomes of your work and with whom you have shared them. Please complete the following information for any publications and presentations that are a direct result of the work funded by PolicyWise.

Type of Activity

**Venue (journal or
conference name)**

Title

Status

Other Research Contributions

Please list any other research outputs (reports, web sites, media, etc) that are a direct result of the work funded by PolicyWise.

Type of Activity	Audience	Title/Topic/Link
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Your Grant Experience

Please provide feedback on your experience with applying for, receiving, and administering research grant funding from PolicyWise.

	Very Satisfied	Satisfied	Neutral	Unsatisfied	Very Unsatisfied
Support provided by PolicyWise staff					
Response time to requests for information					
Using and Submitting Forms (application, final report, extension request)					
Use of PolicyWise website					

Please provide any comments you have about your experience with PolicyWise