

## Youth Suicide Prevention Grant

## Terms & Conditions

These Terms & Conditions will apply to applications submitted to this competition.

**Table of Contents**

1. Grant Structure
2. Eligibility
3. Application Deadlines
4. Peer Review
5. Release of Funds
6. Expenses
7. Equipment
8. Data Sharing
9. Project Reporting
10. Intellectual Property Rights
11. Communications
12. Termination of Grant
13. General Conditions
14. **Grant Structure**
    1. **Grant Type**

Building Strength, Inspiring Hope is a collaborative five-year action plan that focuses on suicide prevention for all youth, with targeted actions for youth who are at the greatest risk of suicide. As the Alberta Youth Suicide Prevention Plan (2019-2024) outlines: it was designed to build strength and inspire hope by outlining evidence-informed actions that will build community capacity, provide supports and services focused on recovery and growth, and ultimately reduced youth suicide in the province. The Plan was developed with extensive stakeholder feedback and engagement, including Elders, members of First Nations communities and Métis settlements, knowledge keepers, youth and families, individuals with lived experience, subject matter experts in the field of suicide prevention, along with service delivery organizations, community programs, and Provincial and Federal government partners.

PolicyWise for Children & Families (PolicyWise) is requesting applications to increase research partnerships to build a stronger evidence base that will inform youth suicide prevention practices and improve outcomes. Applicants must be Alberta-based researchers engaged in community-based research, specific to and aligned with the [Building Strength, Inspiring Hope Action Plan](https://open.alberta.ca/publications/9781460140987).

* 1. **Grant Amount and Term**

Grants of up to $40,000 will be considered in this call, from a total funding pool of $200,000. Budgets should be appropriate for the scope of the project. Projects of more limited scope will be expected to have more limited budgets and are encouraged to apply. The term of the grant is up to 12 months. A six-month extension, with no further operating funds, may be available upon formal request to finish writing reports or for knowledge dissemination.

1. **Eligibility**
   1. This funding opportunity is open to teams co-led by both a researcher and a community partner. Both co-applicants must be Alberta-based.
   2. The academic co-investigator (PI) must be affiliated with an Alberta-based university or health related institution and eligible to hold research funds at that institution.
   3. The research must be carried out in Alberta, with Albertans.
   4. Ethics approval is required to be obtained from a recognized ethical review board prior to the release of funds and commencement of the research project. Ethical approval must be valid for the duration of the grant. If ethical approval is not required for a project, documentation stating this from an established ethics board is required.
2. **Application Deadlines**
   1. Full applications are due by July 31, 2019.
   2. Notice of funding decision will occur in mid-October 2019.
3. **Peer Review**
   1. Applications will undergo two simultaneous review processes:
      1. A relevance review will evaluate relevance and fit with the call. The relevance portion of the application will be reviewed by a committee of community members, youth, youth-serving agencies, and government stakeholders. The relevance committee will assign a score to each application. Applications with a relevance score at or below 75% will not be eligible for funding. A relevance score over 75% does not guarantee funding.
      2. A standard scientific peer review process will include 3 reviews for scientific merit and impact. Scores from all 3 reviewers will be averaged.
   2. Final funding decisions will consider both the relevance score and the scientific score, and will focus on funding applications with priority populations.
4. **Release of Funds**
   1. PolicyWise reserves the right to make funding conditional. When funds are conditionally awarded, PolicyWise reserves the right to grant or deny funding after teams have addressed any concerns.
   2. Funds will be administered through an Alberta-based university or health-related institution that is eligible to hold research funds.
   3. Funds will be released as follows:

|  |  |
| --- | --- |
| *Milestone* | *Funds released* |
| Funding agreement signed | 85% |
| Final report complete and submitted | 15% |

* 1. Funding will not be initiated until the following conditions are met:
     1. PolicyWise has received confirmation of Ethical Approval for the project from one of the co-applicants, or confirmation that ethical approval is not required for the proposed activities;
     2. The co-investigators have requested that the funding be initiated by contacting PolicyWise.
  2. PolicyWise will not be responsible for expenses incurred after the end date of the grant, unless an extension has been requested by the grant holder and approved by the funding administrator.
  3. All unused funds will be returned to PolicyWise at the end of the grant term.

1. **Expenses**
   1. Eligible Expenses
      * Purchase of scientific materials, supplies, expendables
      * Purchase or rental of minor equipment
      * Computer software programs
      * Costs associated with publication of research results
      * Research-related travel expenses, including mileage, conference fees, airfare, accommodation, etc., up to a maximum of $2,500
      * Purchase of books, periodicals, or journals
      * Publication costs associated with submitting a publication to an eligible open access journal up to a maximum of $2,000
      * Salaries of trainees, research assistants, or technicians, provided they are not full-time academics
      * Costs of focus groups and honorariums
   2. Ineligible Expenses
      * The cost of running a program
      * Salaries for investigators with an academic affiliation
      * Hospitality and entertainment expenses
      * Education-related expenses
      * Indirect costs (i.e., insurance) or organizational overhead costs
      * Expenses related to professional activities that are unrelated to the funded research
      * Any expenses unrelated to the funded research.
   3. Retroactive expenses and indirect/grant administration costs will not be supported.
   4. PolicyWise reserves the right to determine eligible and ineligible expenses on a case-by-case basis. If there is a question about the eligibility of an expense, please contact PolicyWise prior to making the expenditure.
   5. Grant holders may adjust their original budget within the terms of the grant. It is the responsibility of the research team to notify PolicyWise of any changes to the budget.
2. **Equipment**
   1. Equipment purchased with funding from a grant is subject to ownership policies set out by the host institution.
   2. At the conclusion of the grant term, or upon termination of the grant, all equipment becomes property of the host institution.
3. **Data Sharing**
   1. PolicyWise encourages teams to consider data sharing at the development stage of the project, and to incorporate the necessary language into any consent forms. PolicyWise may request a copy of your dataset after the research has been concluded and the investigators have had proprietary access for at least 18 months. This is part of an effort to align with international standards for optimizing the public investment in research.
4. **Project Reporting**
   1. Grant holders are required to submit a final report at the end of the term of the Grant. Failure to submit reports on time may disqualify the applicant(s) from future funding from PolicyWise.
   2. The final report must include a one page lay summary, a three page executive summary, and a 25 page full report (not including references).
      1. Alternate formats of final reporting, at the written request of the co-investigators, may be considered by PolicyWise.
   3. The grant holder will provide to PolicyWise copies of any products created as a direct result of this funding, including but not limited to: reports, publications, policy briefs, assessment tools, and related presentations (collectively, the “Products”).
   4. PolicyWise may request additional progress reporting from the grant holder after the grant term, in particular regarding attracting additional funding.
5. **Intellectual Property Rights**
   1. Grant holders are subject to the intellectual property policies of their host institution.
   2. In cases where PolicyWise has sponsored scholarly research through a grant, they make no claim of ownership to any such intellectual property.
   3. PolicyWise will encourage researchers to develop intellectual property where appropriate.
   4. Products developed as an outcome of funding through this partnership are to be made available at no cost and in the public domain. They cannot be sold.
   5. PolicyWise reserves the right to freely and indefinitely share and distribute for non-commercial purposes Products arising from this funding with interested stakeholders and to make these Products available on their website(s), subject to a period of exclusivity for publication.
6. **Communication**
   1. PolicyWise is to be appropriately acknowledged in all reports, publications, presentations, and material arising from grants provided through this funding competition.
   2. The PolicyWise logo is to be included in printed or electronic materials relating to this funding, including publications, presentations, websites, etc. Grant holders will contact the Research Grants Manager at PolicyWise to obtain access to the required logos.
   3. PolicyWise reserves the right to publish and/or disseminate information regarding grants awarded through this competition.
   4. Grant holders may be asked to participate in interviews, symposiums, research showcase events, or grant reviews.
7. **Termination of Grant**
   1. Proof of ethical approval (or documentation that it is not required and an ARECCI score) must be provided no later than six months from the date on which the grant recipient is notified of the outcome of their application. If proof of ethical approval is not received within this timeframe, the applicant must make contact with PolicyWise to negotiate an extension, or the offer of award may be cancelled.
   2. PolicyWise reserves the right to terminate any grant if the conditions of that grant are not met or if there is evidence of unsatisfactory progress.
   3. The applicant and host institution agree to notify PolicyWise of any change in the employment status/scholar status as this may affect the eligibility of the grant. Notification must occur within 30 days of any change. Failure to notify PolicyWise about such changes can result in the early termination of the grant.
8. **General Conditions**
   1. Grant holders do not become employees of PolicyWise upon receipt of a grant.
   2. Grant holders agree to indemnify and save harmless PolicyWise, and any person or organization associated with or providing consulting, advisory or other services of any kind to PolicyWise, and their respective directors, officers, employees and agents, from all claims, actions, liabilities, costs, expenses and losses that arise or result from any action or omission (including but not limited to any violation of law or breach of any provisions in these Terms and Conditions or letter of award) of the grant holder or any person or organization associated with or providing services to the grant holder, including the respective grant holder's directors, officers, employees, volunteers and agents. This provision survives the termination of the grant term indefinitely.
   3. These Terms and Conditions are subject to change.