Program of Support/Facilitation schedule

UBCO ORS offers the following facilitation support services for the Spring 2024 CIHR Project Grant Competition.

Contact joyceline.amoako@ubc.ca for more information about any of the programming listed below.

Fall 2024 CIHR Project Grant Competition.

Applicants are advised to pay close attention to all the **deadlines** and submit the required documents at each stage on time.

Important Dates – Spring 2024 CIHR Project Grant Program	
Registration Deadline	August 14, 2024
UBCO RPIF Deadline	September 4, 2024, 12:00 p.m. PT
UBCO e-submission deadline	September 10, 2024, 12:00 pm PT
Sponsor/Application Deadline	September 11, 2024
Start of Funding	April 1, 2025

Registration stage

- Fall 2024 Project Grant Registration Deadline is **August 14, 2024.**

- For full registration instructions, please see Project Grant: Registration Instructions

Kindly adhere to all guidelines and prerequisites during the registration process. This covers formatting requirements (such as font sizes, margins, and page counts). If you don't follow these guidelines, your application might not be evaluated favorably and might even be withdrawn.

Registration submission

The Nominated Principal Applicant must review and agree to the general conditions and consent to disclosure of personal information terms, presented on ResearchNet, before they can submit the registration to CIHR.

There are no signature pages required as part of the registration submitted to CIHR. The Nominated Principal Applicant must click Submit to send the registration to CIHR.

Note that the application will open once your registration has been submitted.

Full Application Stage

For full application instructions, please see Project Grant – Application Instructions.

Applications to the Project grant program must be electronically submitted using the ResearchNet portal. Please read the application instructions carefully before starting your grant application.

Full Application Submission

- The eApproval process procedure is followed for Project Grant submission. This implies that the application will be sent electronically to the institution the applicant has designated as the Institution Paid when it is submitted.

- On behalf of the applicant, The Institution Paid will examine the application and electronically transmit their approval to CIHR. It is critical to understand the internal deadline set by your institution.

- Applicants must use the UBC Research Project Information Form (RPIF) available on the Office of Research Services (ORS) website to obtain required signatures. UBCO e-submission deadline September 10, 2024, 12:00 pm PT.

Full Application Criteria & Editorial review

- For guaranteed criteria and editorial review, send full application in Microsoft Word or similar to joyceline.amoako@ubc.ca by Due August 23, 2024.

- Materials received after August 23, 2024 will be reviewed based on availability or given quick scan through for formatting issues and completeness.

One on one consultations

- Ask specific questions about the application guidelines.
- Offer strategic advice on addressing evaluation criteria.
- Discuss proposal ideas/suggestions.

Email joyceline.amoako@ubc.ca to set up an appointment in person or on zoom.

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Contact joyceline.amoako@ubc.ca for more information about any of the programming listed above.

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