

## FAQ for the 2007 RHF Competition

**Q. How do the LSIE, the RHF-CRI and the CRI programs differ, and how should we decide which one is the more appropriate for our needs?**

- A. The **Large-Scale Institutional Endeavours (LSIE)** component of the RHF is solely a CFI program. As its name indicates, it is designed for large-scale research hospital-based projects that require mostly space and other research infrastructure. The CFI will only accept one project per eligible institution.

Under the **Regional/National Clinical Research Initiatives (RHF-CRI)** component of the RHF, the CFI will provide funding for clinical research infrastructure to eligible hospitals and CIHR will provide funding for high quality research, research personnel, training and research program operations. Eligible research hospitals are not limited to participation in one RHF-CRI application.

Institutions or team of researchers can apply for CIHR funds under the **Clinical Research Initiatives (CRI)** if they only require funding for high quality clinical research, research personnel, training and research program operations.

**Q. Why are the deadlines so tight?**

- A. Phase II of the RHF program was delayed by the need for negotiation between the federal government and the provinces. Following the conclusion of the federal-provincial discussions, the CFI has re-activated the process leading to a second and likely final round of competition under the RHF. The fact is that a year has passed and the CFI's funding agreement with the federal government requires that all RHF funds be allocated before the end of fiscal 2007 (that is, March 31, 2008). These constraints are dictating the competition schedule.

**Q. Will any areas of research be favoured?**

- A. No. Excellence will determine the results.

For the LSIE and for the Regional/National CRI projects requesting infrastructure, applications must show a clear link to the hospital's Strategic Research Plan. In addition, all proposals to the Regional/National CRI must address potentially high impact, clinically relevant health problems and why it cannot be submitted to other regular CIHR programs.

**Q. Is there a minimum or maximum amount that can be requested?**

- A. For the LSIE, as the name states, we expect **large scale** projects requesting mostly space. For the RHF-CRI, infrastructure projects requesting between \$2M and \$10M will be accepted. For projects larger than \$10M, the infrastructure should be submitted as part of the institutional LSIE proposal. For the latter cases, if CIHR support is needed, it should be requested under the CRI.

**Q. When will the forms be available?**

- A. It is anticipated that the forms will be available in electronic format on the dates below. However, pdf format of these forms will be available before these dates so that institutions will know which information is needed.

RHF – National/Regional CRI (Project Outline): no form (see instructions in the Call)

RHF – National/Regional CRI (Full Proposal): Mid-June, 2007

RHF - LSIE (NOI): March 12, 2007

RHF - LSIE (Full Proposal): Mid-June, 2007

**Q. Can universities with links to non-research (community) hospitals or organizations submit applications?**

- A. No. Only RHF eligible hospitals can submit applications to the LSIE and the RHF-CRI. Community hospitals may participate as collaborators or partners of the eligible research hospital.

However, an eligible hospital may submit a proposal through another institution (e.g. a university) when this is the normal practice for the purposes of administering research funds. In this case, the CFI requires that both the university president and the hospital president sign the proposal. By signing the proposal, the hospital president is attesting that the institutional initiative directly serves the research and research training missions of the hospital and its affiliated research institutes.

**Q. What is the limit for the backdating of expenditures and in-kind contributions eligible for the RHF?**

- A. Partner contributions (cash or in-kind) and cash expenditures by the institution, are eligible if they have taken place after February 19, 2003.

**Q. Are there any differences in eligible costs between the RHF and the other regular CFI programs?**

- A. Yes. Eligible costs include those described in the CFI Program Guide. In addition, the following costs are eligible:
- Building space beyond that which is essential to house equipment and use research infrastructure. This includes new and different research space to take full advantage of state-of-the-art equipment, new ways of conducting research, and hospitals' increased research capacity as a result of hiring highly qualified research personnel (e.g. office space for researchers, administrative staff and students, space for meeting/conference rooms and space for integrated facilities).
  - Communication infrastructure used for research collaboration, the dissemination of research results and research training.

**Q. Does CFI require that all partner contributions be secured at the time the application is submitted?**

- A. Yes. Letters of confirmation of contributions from partners will be required with the full proposal for both the LSIE and the RHF-CRI. It will be a consideration in the

evaluation of proposals. Projects with unsecured partner funding could be at a disadvantage in the competition.

**Q. What is expected from provincial governments?**

- A. Given that provinces are key stakeholders in research infrastructure projects in hospitals, it is required that hospitals applying to the RHF discuss their proposed initiative upfront with their respective provinces, including their business plan. This is to ensure that proposed projects take into consideration provincial priorities and opportunities and will be feasible once appropriate partner support is found. A letter showing provincial support for the hospital's proposed project, signed by the appropriate level of provincial authority, such as a deputy minister or assistant deputy minister, will be required at the full application stage for the LSIE and the Regional/National CRI.

**Q. If for a project some of the infrastructure will be located in a collaborating hospital in another province, does the CFI need a letter from all the provinces involved?**

- A. No. Given that request for space is a distinguishing feature of the RHF, we anticipate that the infrastructure will be located at a single institution for the most part so the CFI will only require a letter of support from the province where is located the lead institution.

**Q. How should we cross-reference applications to the LSIE with those to the RHF-CRI and/or CRI?**

- A. The application forms will contain a section with clear instructions on what will be requested. This will include the title, amounts requested from CFI and/or CIHR and a short paragraph describing the link between the two.

**Q. How do inter-institutional collaborations fit under the LSIE?**

- A. The RHF-LSIE is designed to assist research hospitals capitalize on their increased research capacity as a result of hiring additional researchers through the creation of new and different research space that favours a more integrated and multidisciplinary approach to health research. The emphasis on space obviously limits opportunities for inter-institutional collaborations to aspects that require such collaborations to achieve specific objectives.

**Q. How do you define a “theme” under the LSIE?**

- A. Normally, a theme would be a specific research area (cancer, cardiology, etc.), but it could also be a platform or core facility that will be used by researchers under several themes, or a clinical research initiative requesting more than \$10M from the CFI.

**Q. Once a project is funded, what is an acceptable implementation phase?**

- A. For infrastructure projects funded under the RHF, institutions have **9 months** to submit their budget finalization documents to the CFI. Given that construction or renovation are expected to constitute a very significant component of the funded

RHF projects, and that institutions are expected to have all but completed planning and development phase of their projects, the CFI expects institutions to start the construction/renovation phase of the projects within **18 months** following the award announcement. This means that contracts for construction or renovation must have been finalized, and the work begun. Normally, CFI funded large-scale projects run between 3 and 5 years.

For projects requesting CIHR research funds, the research project is expected to start within **12 months** following the award announcement, irrespective of the infrastructure being acquired.