

researchNS

New Health Investigator Grant Notice of Intent to Apply

This document outlines the Notice of Intent requirements for the 2020-21 RNS New Health Investigator Grant. For more information including deadlines, eligibility, application and review processes, please visit www.reserachns.ca/NHIG.

Grants Management System

All applications will be submitted in an online [Grants Management System \(GMS\)](#). To access the application in GMS, the Principal Investigator (PI) must create an account.

Application components for the Notice of Intent are submitted in the GMS as direct entries or PDF uploaded documents. All uploaded documents must adhere to the following format:

- Must be in PDF format
- Each section cannot exceed the page limits described below
- Font must be 11 pt. minimum, black type. No condensed/narrow fonts, type, or spacing
- 1.5 line spacing, 0.5 inch (1.27 cm) left and right margins
- Page numbering can start at one and end with the maximum page limit for that section; applicants do not need to attempt consecutive numbering between sections

Notice of Intent to Apply

Notice of Intent submissions will be reviewed by a committee comprised of representatives from the Department of Health and Wellness. This committee will assess alignment with provincial health research priorities. If invited to submit a full application, the scientific merit of the project will be reviewed by a peer review committee. The Notice of Intent submission must include the following information:

Project Details

The following information must be entered directly in the GMS.

Title of Proposal

This title will be used for communication purposes. It should clearly describe the project for which you are seeking support. It should not contain a company or trade name. Spell out scientific symbols and acronyms.

Key words

You must provide six key words that describe your proposed project. This information is for administrative purposes and reviewer recruitment.

Institution administering funds

Applicants must indicate the name of the institution that will administer project funds. This institution will be required to provide institutional approval prior to the submission deadline.

Canadian Common CV (CCV)

Please upload a PDF version of an up to date CCV for the principal investigator only. Information from the CCV will be used to confirm eligibility. The CCV can be updated prior to full application submission.

The funding CV (either academic or project biosketch type) is the required format. Please ensure the version uploaded in the GMS is validated and not in draft form. For additional information about obtaining a CCV please refer to the [Common CV Overview \(Appendix A\)](#).

Plain Language Summary

This summary is entered directly in the GMS.

Maximum: 500 Words

- Applicants must provide a clear and concise summary of their proposed project, written for a non-scientific audience.

Project Alignment

The following information must be uploaded in the GMS as a PDF.

Maximum: Two Pages

Provide a clear and concise description of the proposed research project written for a non-scientific audience that includes:

- A description of the issue/topic to be researched, the overall project objectives and research question.
 - Demonstration of project alignment with **provincial health research priorities**.
 - Information on how proposed research will address health issues of relevance to Nova Scotians by providing relevant demographic and epidemiological data.
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APPENDIX A: Canadian Common CV (CCV) Overview

An up to date CCV must be included for the New Health Investigator Grant - Notice of Intent. A CCV is required for the primary investigator only at this stage. The process of creating and validating a CCV may take a considerable amount of time. Please plan to complete this well in advance of the deadline.

What type of CCV is required for the NHIG Notice of Intent?

Please provide a CIHR funding CCV, either the academic or project biosketch type, for the Principal Investigator only.

How to obtain a CCV?

If you are a first-time user of the Common CV, you will need to register:

<https://ccv-cvc.ca/researcherProcRegistration.frm>

If you are already registered, you can log on to complete or update your CCV.

<https://ccv-cvc.ca/loginresearcher-eng.frm>

Quick Reference Guide: CIHR Academic CV

<https://cihr-irsc.gc.ca/e/48437.html>

Quick Reference Guide: CIHR Biosketch

<https://cihr-irsc.gc.ca/e/48437.html>

How is the CCV included with my NHIG Notice of Intent submission?

Once you have completed and validated the CV, please save a PDF copy on your computer. This can be uploaded into your online application form for inclusion with your submission.

Can I use a draft form of my CCV?

No, your CCV must be validated and not in draft form.

What if I need help?

Frequently asked questions about creating and validating a CIHR CCV have been published on the following website: <https://cihr-irsc.gc.ca/e/45688.html>

If you are unable to find the answer to your question, the CCV has a centralized helpdesk. For technical issues, general inquiries or to provide feedback, please contact the CCV Contact Centre:

Telephone: 613-954-1968

Toll Free: 1-888-603-4178

Fax: 613-954-1800

support-soutien@cihr-irsc.gc.ca