



MENTAL HEALTH & ADDICTIONS RESEARCH FUNDING AWARD

Full Application Guidelines – Spring 2026

Award Term	Up to 2 years
Funding Available	Up to \$100,000 per project
Expression of Interest Deadline	February 11, 2026, 1:00 PM (AST)
Invitation to Full Application	April 2026
Full Application Deadline	June 10, 2026, 1:00 PM (ADT)
Anticipated Notice of Funding Decision	September 2026
Anticipated Start of Funding	October 2026

PLEASE NOTE: ONLY APPLICANTS WHO SUBMITTED AN EXPRESSION OF INTEREST AND RECEIVED AN INVITATION TO SUBMIT A FULL APPLICATION MAY APPLY FOR THIS OPPORTUNITY.

Powered by:



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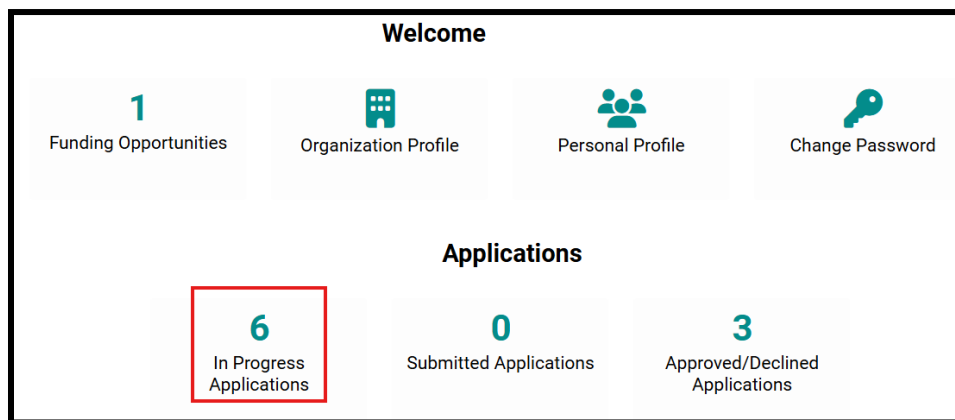
Requirements are outlined below for the full application for the **Mental Health & Addictions Research Funding Award**. For more information on this opportunity presented by the Nova Scotia Office of Addictions and Mental Health, including the application and review processes, please visit: <https://researchns.ca/mharfa/>.

SUBMISSION PROCESS

ABOUT JURA

All applications will be submitted via Research Nova Scotia’s online portal, [Jura](#). To submit the full application, the **Primary Applicant (PA)** must **log into the Jura account used to submit the Expression of Interest (EOI)** for this award.

Once logged in, the PA will be able to view the application form for this opportunity under the ‘*In Progress Applications*’ section of their Jura homepage.



IMPORTANT: Information entered in Jura is **NOT** automatically saved. Click the ‘Save Draft’ button frequently to ensure that you do not lose any information.

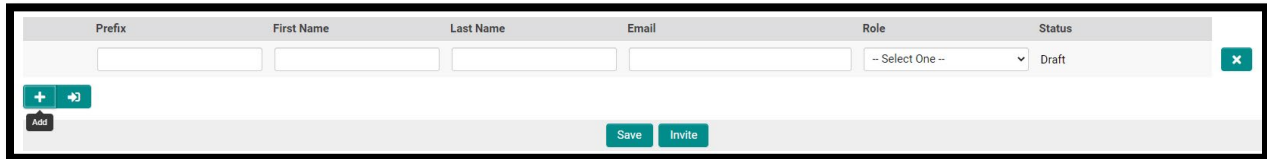
Applications will not be accepted beyond the deadline of **Wednesday, June 10, 2026, at 1:00 PM (ADT)**.

INVITING OTHERS TO SEE THE SUBMISSION

PAs may invite others (i.e. co-applicants, collaborators, or partners) to view the submission via the ‘*Invitations*’ tab on the left side of the submission form. To invite an individual as a viewer, select the ‘*plus button*’ to add a new viewer to the application. Provide the contact details of the individual (as detailed below) and select the ‘*viewer*’ role from the role dropdown. Once the contact information is entered for all viewers, select ‘*Invite*’; the individual(s) will receive an email inviting them to create an account in Jura* and will be able to view the submission under the ‘*In Progress Applications*’ section on their Jura homepage.

Please note that the 'viewer' role may only view the submission content and cannot make edits to the submission on Jura.

If you would like to add an individual with editing and submission privileges, please email helpdesk@researchns.ca.



Prefix	First Name	Last Name	Email	Role	Status
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	-- Select One --	Draft

+ →
Add

Save Invite

**If the individual already has a Jura account, please ensure that the email address used for this invitation is the same email address used to sign up for their Jura account.*

JURA TECHNICAL SUPPORT

Technical issues related to application submission via Jura can be directed to:

RNS Jura Helpdesk
helpdesk@researchns.ca

Jura Helpdesk hours are 8am-4pm Monday to Friday. Responses will be provided as soon as possible but please allow up to 24 hours for a response.

ELIGIBILITY

Your application was considered using the eligibility criteria declared during the Expression of Interest (EOI) stage of the application process. Should any of your information differ from that disclosed during the EOI stage, please contact apply@researchns.ca with the updated information.

APPLICANT INFORMATION

In this section, review and update, if needed, the information provided regarding the Primary Applicant (PA) as the main contact for the submission.

PRIMARY CONTACT

This field displays the contact information and the affiliated organization entered when creating your Jura account. If this information is incorrect, please update your contact information using the **'Personal Profile'** link on your Jura homepage.

If your organizational affiliation is incorrect, please contact helpdesk@researchns.ca.

ABOUT THE PROJECT

PROJECT TITLE

Review and update, if needed, the title for your research project. The title provided should be the same or vary slightly from the title used for your Expression of Interest (EOI) submission. The title should only be updated based on feedback from the EOI stage and made if the update enables enhanced understanding of your project topic and/or scope.

If successful, it will be used for communication purposes.

ORGANIZATION ADMINISTERING THE FUNDS

The organization that will be administering the project funds that you provided during the EOI phase will be listed here. This organization **should not change between the EOI and full application stages** unless there are exceptional circumstances.

If you do change this organization at this stage, please reach to apply@researchns.ca.

An individual with signing authority for this organization will be required to log in to Jura to approve the application and agree to terms and conditions listed in the Institution Agreement.

Applicants must contact the organization that will be approving their application well in advance of the deadline to determine internal organizational deadlines, requirements, and potential support.

PLAIN LANGUAGE SUMMARY

Maximum: 300 words

Provide a clear, plain language description of your proposed research. This should be written in language suitable for a non-scientific audience and include:

- A description of the issue/topic to be researched, the overall project objectives and research question.
- Explanation of how this work will benefit Nova Scotians
- A brief description of the activities for which you are requesting funding.

Wherever possible, avoid using jargon, abbreviations, and technical terms; if you must use them, please provide a clear explanation. *If funded, this summary will be used for communication purposes.*

This summary may be the same as that provided during the Expression of Interest (EOI) stage or may be updated. Updates to the plain language summary should be minor in nature and only made to increase understanding of your project topic and/or scope following feedback from the EOI stage.

PROJECT DESCRIPTION

Maximum: 3,500 words

Provide a clear and concise description of the proposed research project that includes:

- Background of the **research topic**.
- Description of the **research questions and methodology**.
- How **sex (biological) and/or gender (sociocultural) considerations** will be incorporated, or an explanation as to why sex and/or gender considerations are not applicable to the research. Information on incorporating considerations of sex and gender in health research is available on the [CIHR website](#). *All applicants are encouraged to review these materials.*
- How **EDIA considerations** will be incorporated into the research design and practices. Resources for application development and research management related to EDIA are available on the [Canadian Institutes of Health Research \(CIHR\) website](#). *All applicants are encouraged to review this information and incorporate it into applications submitted for consideration.*
- A detailed **work plan** and timeline that includes:
 - Project start/end dates and deadlines.
 - Activities that will meet project deadlines.
- Any relevant **demographic and epidemiological data**.
- A description of **anticipated challenges and how they will be addressed**.
- **How you will know if this project is successful** and your approach to determining success.
- A **Knowledge Mobilization (KM)** plan that clearly demonstrates how the research has been informed by Nova Scotia's healthcare delivery system and how research results will be shared within the province.

All **figures, diagrams, illustrations, graphs, etc.** must be uploaded to the appropriate space (Graph and Figure Upload) and may be a maximum of two pages.

Any **references** cited in the project description, and any other sections of the application, may be uploaded to the 'Additional Attachments' section of Jura.

GRAPH AND FIGURE UPLOAD

Maximum: Two pages

Upload any graphs, figures, diagrams, tables, etc. that accompany your project description in **PDF format**.

ENGAGEMENT WITH POTENTIAL BENEFICIARIES

Maximum: 500 words

Describe how you will meaningfully engage with Nova Scotians who are expected to benefit from the proposed research. This section should demonstrate how community voices are integrated into the design, conduct, and use of the research.

In responding, applicants should address the following:

- **The beneficiaries:** Who is most likely to benefit from this work (e.g., individuals, families, communities, service providers, or systems)?
- **Community engagement:** Describe how individuals, communities, or organizations in Nova Scotia who may benefit from the research will be engaged throughout the project (e.g., in defining the research questions, shaping activities, interpreting findings, or supporting knowledge mobilization).
- **Community-led relevance:** Explain how input from potential beneficiaries has helped, or will help, to shape the research activities, ensuring the work is grounded in community-identified needs and priorities.
- **Equity and lived experience:** Describe how the proposed engagement approach reflects and responds to the lived or living experiences of communities that are underserved by the province's health system, and how these perspectives will inform the research process and outcomes.

This opportunity seeks to strengthen evidence that can inform **community-led solutions** and improve mental health and addictions outcomes for underserved populations. Applicants should clearly articulate how their engagement approach supports these objectives.

This description may be the same as that provided during the Expression of Interest (EOI) process or may be updated. Updates to this section should only be made based on feedback from the EOI stage and when the updates increase understanding of how you will engage with the end users who will benefit from your research.

OBJECTIVES

Maximum: 5 objectives

List the primary research objectives you would like to achieve over the duration of the project. These objectives must include the overall research objectives and capture the achievements expected if the project is funded.

The objectives listed should align with the Project Description section of your application.

Enter only one objective per text box. Click the '+' button to add a row. Click the 'x' button to remove a row.

Funded applicants will be required to report on all progress related to the listed objectives on an annual basis or as detailed in the project agreement.

KEY WORDS

Provide **six** key words that describe your proposed project. This information is for administrative purposes and reviewer recruitment.

These key words may be the same as those provided during the Expression of Interest (EOI) stage or may be updated. Updates to the key words should be minor in nature and only made to increase understanding of your project topic and/or scope following feedback from the EOI stage.

RESUBMISSION

Maximum: Two pages

Please declare whether this application is a resubmission of a previous application to Research Nova Scotia. If so, please upload a brief (two-page maximum) document detailing the progress made since the previous submission and explain how you responded to the main concerns raised by reviewers.

FINANCES

BUDGET TABLE

Please see the [RNS website](#) and [Appendix A](#) for details regarding eligible expenses and use of funds

The following information must be entered directly into Jura. To add a new row, click the ‘+’ button. To remove a row, click the ‘x’ button.

Financial or In-Kind Support

In this section, please outline any financial or in-kind support that is either confirmed or expected for this project. A short description or additional details about the support may also be provided.

If you plan to use a portion of your Mental Health & Addictions Research Funding Award to leverage additional funds from the *Mitacs Accelerate* program, please be sure to include the expected contribution from Mitacs in this field.

Expenditure

List all expenses associated with the project. Ensure that all costs (up to a maximum of \$100,000 over two years) are clearly outlined and a description of budget items is included.

If you plan to use a portion of your Mental Health & Addictions Research Funding Award to leverage additional funds from the *Mitacs Accelerate* program, please be sure to

include the amount of funding from this award that you would like to leverage for Mitacs in this field with 7% tax included.

IMPORTANT: All projects are subject to a financial holdback of 10%.

FUNDING REQUESTED FROM RNS

Enter the total amount of funding requested over the full duration of the award (2 years).

TOTAL COST OF PROJECT

Enter the total cost of the project considering this funding contribution and any contributions from other funding sources.

BUDGET JUSTIFICATION

Maximum: Two pages

Applicants must upload a budget justification that includes additional details of the expenses outlined in the budget table. Funds from this opportunity must be used effectively and efficiently and must be applied directly to the costs for which the funds were approved. All funds must be spent in accordance with the RNS [funding policies](#).

Peer reviewers carefully review budgets and only expenses that are eligible and deemed necessary for the proposed project will be approved.

If any proposed project activities are dependent on other sources of funding (e.g., Mitacs), this contingency should be clearly identified and its impact on the execution of the project should be addressed.

Your budget justification document must include details of your expenses, as appropriate. Please refer to the table below for examples of common expenses that may be included in your proposal, as well as the justification required for each category.

PERSONNEL	Outline details of hourly wage, work hours per week and number of weeks of work for each personnel position listed in the budget table. Ensure CPP, EI and other related deductions/benefits are included, if required. Ensure that costs are related to human resources, procurement and travel align with the policies of the institution administering the funds.
PROFESSIONAL/ TECHNICAL SERVICES	Provide details of any professional or technical contracts or arrangements. The details and cost of the services that will be purchased or any additional justification (i.e., why a vendor was selected) should be further described in the <u>Budget Justification</u> section of the application.

EQUIPMENT AND MATERIALS	Provide cost estimates, including applicable taxes, shipping costs and other costs that are part of a purchase or lease. If requesting funding for equipment normally supplied by a university/institution, explain why new or additional equipment is required. Any equipment and computer hardware/software that exceeds \$2,000 requires 1- 2 quotes that can be uploaded in the <u>Additional Attachments Section</u> of this application form.
MEETING EXPENSES HONORARIA	Provide relevant details related to any costs listed under these budget items.
TRAVEL	Enter budget information for travel, distinguishing between travel related to work on the project (i.e., travel to conduct focus groups, team meetings, partnership development etc.) and travel related to dissemination activities (i.e., conferences, community forums to present results). Travel outside the province may not be supported.
OTHER	Provide relevant details related to any items not already covered in another budget area.

TEAM MEMBERS

TEAM MEMBERS TABLE

Review the team members table provided during the EOI stage and update as appropriate.

Key team members are the individuals who play a significant role in the design, leadership, delivery, or oversight of the proposed project. These individuals contribute essential expertise, decision-making authority, or operational responsibility and are critical to the project’s success. Key team members typically include the project lead and any co-leads or collaborators with defined roles, but do not include individuals providing minor, administrative, or ad hoc support. Examples include Principal Investigator(s), co-investigators, associates, mentors, partners, and collaborators.

For the full application, all key team members must submit a detailed, up-to-date, CV in PDF format to the Primary Applicant (PA) to be uploaded in the ‘Attachments – Team Member CVs’ section of this application.

Partners are not required to submit a CV; however, they should submit a letter of support detailing their qualifications/interest (i.e. why they would like to be involved in the project) and what they will be contributing to the project. The letter(s) of support may be uploaded in the Additional Attachments Section of this application.

If you are an early career researcher, it is strongly recommended that you have at least one designated mentor appointed to the research team. Mentors should be chosen with care and be appropriate for the PA’s career stage and circumstances. Multiple mentors are allowable, if appropriate.

TEAM COMPOSITION

Maximum: 1,000 words

For each key team member listed, clearly outline their role on the project and primary responsibilities. Your description should demonstrate how the combined skills, experience, and contributions of the team are appropriate for - and sufficient to - successfully deliver the proposed research.

In your response, you should:

- Describe what each team member will be responsible for, rather than listing titles or credentials alone
- Explain how responsibilities are distributed across the team (e.g., leadership, coordination, analysis, engagement, implementation)
- Highlight any complementary expertise or lived/living experience that strengthens the project
- Demonstrate that the team has the capacity, time, and access needed to carry out the work as proposed

This section should focus on the practical delivery of the project, including decision-making, coordination, and accountability, rather than detailed methodological descriptions or full curriculum vitae.

The information provided will be used to assess whether the proposed team is well-positioned to carry out the work and achieve the intended outcomes.

If you do not have a research team, describe the ways in which you have the capacity and expertise to complete the project.

ATTACHMENTS

The following items must be uploaded into Jura. All uploaded documents **must** be in PDF format.

PRIMARY APPLICANT CV

Upload an up-to-date, detailed CV for the Primary Applicant (PA).

This can be updated from the EOI stage, if needed.

TEAM MEMBER CVS

Upload an up-to-date, detailed CV for all key team members.

ADDITIONAL ATTACHMENTS

Optional: You may upload any additional documents in support of your application. Some examples may include:

- Citations
- Letters of support from community or industry partners, where appropriate. This is particularly important if a partnership is key to the success of the project.
- Other supporting documents relevant to the application (e.g. data course confirmation or sample questionnaires).

This can be updated from the EOI stage, if needed.

APPLICATION SUBMISSION

APPLICATION SUMMARY

For an overview of how your submission will appear for consideration by the review committee, select the *'EOI Summary'* button on the submission form. You will be provided with a PDF overview and a list of all attachments connected to your submission.

It is strongly recommended that you **review this carefully before submission** to ensure the information provided is accurate and appears correctly.

SUBMISSION

When your proposal is ready for submission select the *'Submit'* button at the bottom of your form. You will receive a confirmation email, and the submission will be viewable under *'Submitted Applications'* in your Jura Applicant Home page.

ORGANIZATIONAL REVIEW

All submissions **must** receive organizational approval **before the full application deadline**. This process is completed via an organizational representative in Jura once you submit your application.

Applicants **must** connect with their Research Office **well in advance** of the submission deadline to confirm any internal deadlines and processes.

APPLICATION SUPPORT

Technical issues related to application submission via Jura can be directed to:

RNS Jura Helpdesk

helpdesk@researchns.ca

Jura Helpdesk Hours are 8am-4pm Monday to Friday. Responses will be provided as soon as possible but please allow up to 24 hours for a response.

APPENDIX A: ELIGIBLE EXPENSES AND USE OF FUNDS

PRINCIPLES OF RESEARCH FUNDING

1. The funds awarded must be used effectively, efficiently, and ethically and be applied only to costs directly associated with the award, as outlined in the application approved for funding, the Research Project Agreement, and in accordance with the requirements as stated in the [Funding Policies](#).
2. To be eligible, the expense must be essential for the purpose for which the funds were awarded. 'Essential' is defined as an expense that is necessary, indispensable, or unavoidable with no alternative if the research is to proceed.
3. Expenditures in the proposed budget, including those that are accepted under the eligibility rules of the host organization, will be assessed to determine eligibility based on alignment with the purpose and mandate of RNS and the priorities for the funding opportunity.

USE OF GRANT FUNDING

Budget Variance

Any deviation from the original budget requires written approval from Research Nova Scotia. Changes should be requested by contacting RNS at info@researchnns.ca. All variances between approved and actual budgets **must** be outlined in progress and final reports.

Funding Period

The award funding period is the time between the start and end dates outlined in the recipient's payment schedule. All spending must be incurred before the end of the funding period. RNS is not responsible for expenditures outside the funding period or in excess of the funds it has agreed to provide as indicated in the RPA. The recipient may be eligible to apply for a no-cost extension.

Organizational Policies

Costs related to human resources, procurement and travel must align with the policies of the host organization. When discrepancies or exceptions arise, RNS will defer to the policies of the host organization. The recipient's host organization may withhold approval of an expenditure if it contravenes organizational or RNS policies.

Jurisdiction

RNS funds will be issued to Nova Scotia organizations and will be used for activities taking place in Nova Scotia.

Duplicate Funding

RNS does not provide funding for projects already funded by another agency, unless the recipient can clearly demonstrate that there is no duplication or overlap in the allocation of RNS and external funds.

Unused Funds

All unused funds in excess of \$50 must be returned to RNS at the end of the award funding period specified in the research project agreement (RPA) or at the end of the research project, whichever is earlier. If a recipient becomes ineligible under the terms of the RPA or breaches the RPA conditions, the remaining funds that were not contributed to the research project will also be returned to RNS upon request.

Exception Requests

In coordination with the organization administering funds, the applicant must submit a request to RNS for any exceptions to the aforementioned policies and/or the eligible and ineligible expenses outlined. RNS will consider each request on a case-by-case basis.

ELIGIBLE AND INELIGIBLE EXPENSES

Personnel and Professional/ Technical Services

Expenses related to personnel and professional/technical services **must** align with the human resources and procurement policies of the organization administering the funds.

Eligible Expenses

- Salary and mandatory benefit costs for personnel that contribute directly to the project, such as Research Assistants and Research Coordinators.
- Stipends paid to trainees (e.g., students).
- Honoraria paid to research participants, such as modest incentives, as approved by an ethics committee.
- Consulting fees, technician, and subcontractor costs.
- Salaries for clerical or administrative personnel directly related to dissemination of the research findings (e.g., preparing a manuscript).
- In exceptional circumstances, PIs may request funding for a partial course relief for up to one course per award, if supported and cost-shared by the organization.

Ineligible Expenses

- Salary, benefit costs, and/or consulting fees for primary applicants, co-applicants, and collaborators already employed by their primary organization.

- “Release time” or costs associated with loss of teaching time or time required for other professional commitments.
- Remuneration for members of the board of directors or other volunteers associated with governing the funded organization.
- Administrative or management costs.
- Discretionary severance and separation packages.
- Academic fees or non-mandatory personnel benefits.
- Payments to individuals participating in the project on a part-time basis who, at the same time, receive remuneration for teaching or service work.
- Membership fees to professional associations or societies.
- Costs associated with thesis examination or defense.
- Professional training or education tuition and course fees.

Travel

Travel expenses must align with the travel policies of the organization administering the funds.

Eligible Expenses

- Travel and related expenditures at the most economical rates deemed to be reasonable, per the administering organization’s policies.

Ineligible Expenses

- Costs associated with entertainment, alcohol, or cannabis.
- Commuting costs between residence and workplace, or between two places of employment.
- Passport, immigration fees and work permit fees.
- Reimbursement for airfare purchased through personal frequent flyer programs.

Meetings and Hospitality

Eligible Expenses

- Meeting room rental fees and catering costs for the purposes of data collection, partnership development, and research knowledge sharing, as identified in the original project proposal.
- Hospitality costs related directly to the funded research for assemblies that contribute to achieving the research objective(s).

Ineligible Expenses

- Costs incurred for interactions between personnel already involved in the research project.
- Costs associated with entertainment, alcohol, or cannabis.

Equipment and Materials

Equipment and materials expenses **must** align with the procurement policies of the organization administering the funds.

Eligible Expenses

- Purchase (or lease, if more cost effective) of equipment, computers, hardware/software, and materials required for the funded project, if not already supplied by the organization administering the funds.

Ineligible Expenses

- Furniture or permanent equipment normally supplied by the organization.
- Extended warranties.
- Moving, renovation or construction costs.

Computers/ Electronic Communications

Eligible Expenses

- Computers, tablets, emerging technologies, and other hardware and/or specialized software that are **not** provided by the administering organization, and with adequate justification.
- Cellular phones when they are necessary for research purposes and/or for personal safety purposes, with adequate justification.
- Monthly plans for electronic devices when they are used for research purposes and/or personal safety.

Ineligible Expenses

- Costs associated with extended warranties for standard equipment.
- Costs for home internet connections.

Gifts, Honoraria, Incentives

Eligible Expenses

- Individuals or groups involved in the research (but not a member of the grant team) may be offered gifts, honoraria, and incentives as a token of appreciation.
- When Indigenous Knowledge Keepers are involved in the research, gifts may be given in a ceremonial context.

Ineligible Expenses

- Gifts, honoraria, and incentives for members of the grant team.

Miscellaneous

Ineligible Expenses

- Costs associated with ethical review, biohazard or radiation safety, environmental assessments, and bylaws.
- Childcare expenses.
- Costs related to intellectual property or obtaining a patent.
- Sales taxes to which an exemption or rebate applies.

APPENDIX B: ASSESSMENT CRITERIA

The following criteria will be used to assess Mental Health & Addictions Research Funding Award applications:

PRIMARY APPLICANT	<ul style="list-style-type: none"> • PA has appropriate productivity to undertake suggested project • PA has clearly demonstrated an independent program of research or the potential to develop an independent program of research • Appropriateness of the PA’s environment to enable the conduct and success of the research project
PLAIN LANGUAGE SUMMARY	<ul style="list-style-type: none"> • Summary provided uses clear language suitable for a non-scientific audience
PROJECT OBJECTIVES	<ul style="list-style-type: none"> • Objectives provided appropriately cover the overall goals of the proposed project • Objectives provided can be reasonably achieved within the timeframe identified • Objectives provide an accurate overview of the activities described in the project description
BUDGET	<ul style="list-style-type: none"> • Appropriateness and adequacy of budget expenses and justification • Availability of in-kind contributions and other sources of funding
PROJECT DESCRIPTION	<ul style="list-style-type: none"> • Clarity, appropriateness, and scope of objectives • Clarity and appropriateness of methodology • Where applicable and appropriate, the research design is sex and gender equitable and EDIA-informed • Clarity and feasibility of project timeline • Clarity and feasibility of project activities • Alignment of timeline and work plan with objectives • The extent to which potential challenges and limitations are identified and adequately addressed • Appropriateness of knowledge mobilization plan for sharing results with Nova Scotians who will benefit from this project • Appropriateness of how success will be identified and clarity of approach to determine success

RESEARCH BENEFICIARIES	<ul style="list-style-type: none">• Impact of research on mental health and addiction outcomes in community is clearly articulated• Clear demonstration of engagement with Nova Scotians who will benefit from the research
TEAM COMPOSITION	<ul style="list-style-type: none">• Clarity and appropriateness of team member roles and responsibilities• Relevance and scope of expertise and experience of the PA and team members, including peer reviewed publications, presentations and previous research awards or grants• Potential of team to successfully conduct proposed research• Evidence that required elements to undertake the proposal work are in place
OVERALL MERIT OF PROPOSAL	<ul style="list-style-type: none">• Significance of proposed research and expected contribution to strengthening the province's capacity to respond to mental health and addictions challenges• Evidence that research accounts for the social determinants of mental wellbeing
