

Amgen Canada Grants Program Charter:

Research, Preceptorship/Mentorship, Technical and Allied Health

Overview

The purpose of this charter is to provide details about the Amgen Nephrology Research Grants program, and to provide information about the application administration and review process.

Aims of the Program

The aims of the Amgen Canada Research, Preceptorship/Mentorship, Technical and Allied Health Grants Program are to advance patient care and to facilitate the professional development of Canadian Nephrology Nurses and Nephrology Technologists as well as Allied Health Professionals working in nephrology. This represents Amgen Canada Inc.'s continued commitment to the Canadian nephrology community.

The goals of the Amgen Canada Research, Preceptorship/Mentorship, Technical and Allied Health Grants Program are:

- To improve patient care and associated outcomes;
- To build on existing nursing and technological knowledge through facilitation of research, preceptorship/mentorship, and educational opportunities;
- To generate new knowledge that will improve the understanding of renal disease management; and
- To provide a vehicle to inspire nephrology nurses and nephrology technologists to seek new learning opportunities and engage in professional projects.

To achieve these aims, Amgen Canada Inc. will award grants within the following categories:

- Nursing Research Project Grant - Novice Researcher (minor project)
- Nursing Research Project Grant - Experienced Researcher (major project)
- Preceptorship/Mentorship Grant - Nurse Practitioner, Vascular Access Nurse or Nursing Outreach
- Nephrology Technological Practice Grant
- Allied Health Professionals Grant

Funding

A total of \$13,000 is available in 2015.

The funds will be allocated as follows:

- I. Research Project Grant - Novice Researcher (minor project); \$2,000
- II. Nursing Research Project Grant - Experienced Researcher (major project); \$4,000
- III. Preceptorship/Mentorship Grant - Nurse Practitioner, Vascular Access Nurse or Nursing Outreach \$3,000
- IV. Technological Practice Grant; \$2,000
- V. Allied Health Professionals Grant; \$2,000

Administration

A Grant Review Committee (GRC) will be composed of CANNT board members including current President, Regional Vice Presidents and Vice President of Technologists. This group will review, evaluate and rank all applications and will have full responsibility for determining grant recipients.

Application Closing Dates: May 1st of application year

Notification Dates: September 1st of application year

The Application Process

Applicants will complete and submit the following:

1. Cover Letter
2. Completed application form with required signatures
3. Letter of reference from manager
4. Resume or CV
5. Written summary outlining objectives for use of this funding (500 words for Nursing Preceptorship/Mentorship, Technological, Allied Health and Nursing Research (Novice Research) grants; 1000 words for proposals for Nursing Research (Experienced Researcher) grants)
6. Signed Release of Personal Information Form (to be filled in once notified of being the successful applicant)

Completed applications will be reviewed by all GRC members (subject to declaration of a conflict of interest - see below). Each member will score the application according to the review criteria guidelines on a standardized scoring sheet.

Please see the "Grant Review Committee Assessment Guide" for further details about the scoring system.

Using the scores from all reviewers, an overall score will be created. Based on this overall score the applications will be ranked. The decision of the GRC will be final.

Potential conflicts of interest

The GRC committee will make every attempt to ensure a fair review for all applications. Therefore, the GRC members will be asked to declare any conflict of interest and not review applications where the following applies:

- Direct or potential involvement due to a personal financial interest in the outcome of the granting process; and/or potential involvement as a research, or departmental/institutional colleague

Timelines for the review process

- Applications available via CANNT website by March 1st of the granting year
- Application closing date will be May 1st of the granting year
- GRC final decisions will be communicated during the month of September of the granting year
- Recipients will be awarded their grants at the CANNT AGM

Notification Process

Applicants will be notified of the GRC decision by phone/email by the date outlined above. Unsuccessful applicants will be invited to contact a GRC member for feedback related to their grant application and are encouraged to do so.

Privacy

All members of the GRC, staff assisting the committee and Amgen Canada employees shall treat all applications in confidence. Applications will be reproduced for purposes of review and program administration only. Information comprising the names of successful applicants, their institutions, and/or titles of their research projects, the grant awarded and amount of that grant will be disclosed at the CANNT AGM annually and may be published in an Amgen Nephrology Research Grants brochure, the CANNT Journal, public relations literature and/or other documents for general distribution. Applicants will be required to sign a release of personal information disclaimer as part of the application process.