**OPERATING GRANT APPLICATION FORM**

2019 REVISION

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| **1. Project Title:**      **1a. Indicate the category of grant you are applying for:**      **2. Principal Applicant:** Name:       Position Title:       Institution:       Department and Faculty:       Email:       Mailing address:       Tel:       Citizenship:      If not Canadian, status in Canada :       Member of Canadian Association for the Study of the Liver (CASL): **[ ] Yes** **[ ] No** Name of payee institution (University, Hospital, Research Centre) and the address of the grant administration office to which the funds will be sent, should this award be granted.      |

**3. List of Co-applicants:**

(copy and paste as needed)

Name:

Position/rank:

Department and Faculty:

Member of Canadian Association for the Study of the Liver (CASL): **Yes or No**

**4. External reviewers:**

Provide name, address, phone number and email address of three of your peers that you would suggest as external referees. One international reviewer may be included. Provide one key word that best describes the field of expertise of each. CLF reserves the right to select the reviewers.

**5. Lay abstract:**

Provide an abstract suitable for members of CLF. 150 word limit.

**6. Summary of Research Proposal:**

Highlight the hypotheses and objectives of the research proposal, the methodologies and the expected outcomes of the proposed research program. Limit one page.

**7. Research Proposal**

Detailed outline of the research proposal. Limit seven pages. See guidelines for details.

**8. Budget:**

(copy and paste as needed)

List equipment items costing from $500-$5000:

List personnel requirements:

Laboratory animal requirements (indicate number and type):

List expendable materials and supplies:

List services required (publication costs, etc.):

List travel requirements:

List any other anticipated expenses:

**9. Will the applicant’s project require the use of:**

 Human subjects Yes [ ]  No [ ]

 Animals Yes [ ]  No [ ]

 Biohazardous materials Yes [ ]  No [ ]

If yes to any of the above, the sponsoring institution shall provide the appropriate documentation granting approval to the applicant’s project for use of any of the above. This documentation should accompany the application. If results of evaluation are pending, this should be so indicated and if possible, appropriate documentation submitted within 60 days following the application submission deadline. **Please note that should an award be granted, funding is conditional upon receipt of all applicable documentation relating to human subjects, animals or biohazardous materials.**

**10. I certify that the information in this application is complete and true and I will provide supporting evidence where required.**

**Name of principal applicant:**

**Signature of principal applicant:**

**Date:**

(copy and paste as needed)

**Name of co-applicant:**

**Signature of co-applicant:**

**Date:**

**11. We, the undersigned, sponsor the above named applicant for a Canadian Liver Foundation Operating Grant.**

It is agreed that the general terms and conditions governing this award as outlined in the guidelines for operating grants are hereby accepted by the sponsoring institution.

The applicant will be provided with adequate space and access to appropriate research facilities by the sponsoring institution if the applicant is approved.

**Signatures of Officials of the Sponsoring Institution**

**Faculty Dean/Head of Research Institute:**  **Date:**

**Department Chair/Head:** **Date:**