

CCRF Spring 2021 RFP

The Canadian Chiropractic Research Foundation (CCRF) invests in research that improves the lives of people suffering with neuromusculoskeletal (NMSK) pain and disability.

Due to work from home, enforced inactivity and illness recovery NMSK issues are being felt on a wider scale than ever before. At the same time, the new Covid-19 environment has challenged researchers around the world to innovate, collaborate and pool their knowledge and resources in ways they never have before.

With this Spring 2021 Request for Proposals (RFP), our foundation is assisting the research community with funding to meet these new challenges. Via our Research Committee, CCRF is pleased to evaluate a variety of proposals, ranging from modest studies that address gaps in basic and clinical science to multi-site international collaborations aimed at high-impact ideas.

RFP Details for Spring 2021:

CCRF is pleased to offer its Spring 2021 Request for Proposal (RFP) to research teams with strong Canadian representation in the chiropractic and adjacent healthcare fields. The total grant pool for this RFP is approximately **\$250,000**.

CCRF grants are available thanks to the very generous support of the Canadian Chiropractic Association and our Provincial Associates, representing clinicians from across Canada. We would also like to recognize our private donors, who have made a strong personal commitment to evidence-based national research.

Who Can Apply

To be considered for CCRF funding in this RFP cycle, your project must:

- Include at least one Canadian team member
 - a Canadian project lead is recommended but not required
 - a Doctor of Chiropractic (DC) is beneficial but not required
 - a PhD is not required if sufficient research, publication experience and institutional support can be demonstrated
- Provide appropriate academic and scientific rigor
- Adhere to the parameters set out in this **Request for Proposal (RFP)**
- Be received by the CCRF by midnight on **Thurs. May 13, 2021**
- Be conducted in accordance with Canadian legal, regulatory and ethical guidelines
- Be eligible for publication in an accredited, peer-reviewed journal

What Kinds of Projects?

Our Research Committee invites proposals that address a wide range of topics. This may involve:

- Exploring gaps in current knowledge, expanding on existing studies, a demonstration of fresh thinking and/or innovative use of technology, a focus on diversity, equity or inclusion (DEI) or other areas of high value and impact.
- Projects *must* reflect at least one of CCRF's **National Research Priorities**: Basic Science, Clinical Science, Health Systems and Population Health.
- Additional funding or in-kind partnerships are encouraged but not required.
- Well-developed methodologies, a demonstration of financial value or return on investment (ROI) as well as relevance to Canadian healthcare and the chiropractic profession are strongly encouraged.

How to Apply

To ensure equal access for submitters and reduce bureaucracy, CCRF uses the simple three-step application process. Before applying, please make sure to review the this **Request for Proposal (RFP)** and its eligibility criteria thoroughly.

Step One: Letter of Intent (LOI)

- Grant seekers submit a brief Letter of Intent (LOI) to provide a succinct overview of their proposal, including an overview of the project concept, the anticipated output and the amount of funding requested
- LOIs must follow the submission format and instructions below
- LOIs must be received by midnight **Thurs. May 13, 2021**

LOI Submission Format

- English language on your organization's letterhead
- LOI should be no more than two pages in length, single-sided, single-spaced, Calibri 11-point font, and 1-inch margins with page numbers at the bottom
- Page One should include:
 - project title
 - general research design
 - applicant's name, degree, contact information and professional affiliation
 - amount of grant requested
 - term of project (months) and approximate start date
- Page Two should contain the research abstract, which describes the scope, purpose, methodology, hypothesis of your project and content of the proposed work. Please indicate the anticipated impact of this research and why it is important to further knowledge within one or more of the four CCRF Areas of Focus (Basic Science, Clinical Science, Health Systems, Population Health).
- Supporting materials, such as peer reviewed publications and biographic information, are optional and can be provided as attachments (maximum two pages)
- Proposals must be dated and signed by principal applicant
- Signed proposals must contain the following declarations: "We/I confirm, that to the best of our/my knowledge, this LOI submission is accurate. We/I also certify all identified investigators will fully participate in the proposed work. We/I have read and understood the most recent CCRF *Request for Proposal and Letter of Intent Guidelines*."

LOI Submission Instructions

- A single PDF file containing the LOI and all supporting documents should be emailed to info@chiroresearch.ca no later than midnight on Thursday, May 13, 2021.
- PDF files should be saved as “LOI_lead submitter last name_institution_year.” (e.g., LOI_Harris_University of Toronto_2021)
- A confirmation email will be sent within 72 hours of receipt

Step Two: Evaluation

Proposal evaluation is overseen and administered by the [CCRF Research Committee](#).

- Every LOI is evaluated.
- Grant Applications are provided *only* to selected projects that align with the objectives and areas of focus outlined in the Current Request for Proposals (RFP).
- All submitters will be notified of the status of their project. Those who do not receive an application will be notified that a grant will not be offered this cycle.

Step Three: Grant Application

Based on the LOI, the CCRF provides selected teams with a Grant Application.

- Grant applications include a cover letter, project overview, phases and timeline, monetary request, submitter background/qualifications, references, other funding sources (projected and confirmed) and multimedia components (if any).
- For grant requests over \$10,000, a 30-minute videoconference presentation may be requested.
- Final funding recommendations are approved by CCRF’s Board of Directors.
- Applicants are informed about proposal status with a letter indicating:
 - A grant will not be offered during this cycle (concise written feedback is available upon request)
 - A grant is approved contingent on standard CCRF terms and conditions.

Important Dates

- LOIs must be received by midnight **Thurs. May 13, 2021**.
- If a Grant Application is requested by CCRF based on the LOI, it must be received by midnight **Thurs. July 29, 2021**.
- Grant decisions are scheduled to be determined on or before midnight **Mon. Sept. 20, 2021**.

Have a question? Check **Grant FAQs**

Need more info? Go to our website: www.canadianchiropracticresearchfoundation.ca

For all other inquiries, please contact us at info@chiroresearch.ca