**CW DHR Accelerator Grant LOI Template**

### Cover Sheet

**Project title:**

**Principal investigator:**

**Appointment held:**

**Other research partners and collaborators**

**Co-investigator(s):** (Name, appointment, department, organization)

**Operational Lead:** (Name, appointment, department, organization)

**Medical Lead:** (Name, appointment, department, organization)

**Other:** (E.g. industry, patient, trainees, etc.)

**Expected duration including start and end dates:**

**Status of ethics application at time of submission** (if appropriate/required):

**Funding stream (select all that apply):**

**\_\_\_ Women’s health**

**\_\_\_ Children’s or family health**

**\_\_\_ Data mining**

**\_\_\_ Digital Lab priority topic**

### LOI Template

*Please answer the following questions in a maximum of two pages (in addition to the cover sheet), using the section headings below, and keeping in mind the evaluation criteria for this grant. Please do not modify the bold section headings, but do delete the italicized section descriptions included in this template. One additional page of references is allowed. Proposal content beyond 2 pages will not be considered. Minimum 11-point font, 2 cm margins.*

**Problem and Impact:**

*What is the major clinical problem that you plan to address and how it is currently being managed? What patient population is affected - is it specific and quantified? Is there alignment with BC digital health strategy or RAPID research agenda goals? What is the expected impact on women/children and/or family health if this project succeeds? Please indicate what* [*TRL level*](https://ised-isde.canada.ca/site/innovation-canada/en/technology-readiness-levels) *your project is at now and where you will be at the end of the proposed work.*

**Objectives:**

*What are your objectives?*

**Methodology:**

*Please describe your research methodology.* *How will the project and research be conducted, data analyzed, etc.? How will you track and manage your progress? What is the deliverable/output expected (within time and budget scope)? Briefly describe how considerations for equity, diversity and inclusion have been integrated into the development of your methodology.*

**Team Roles and Responsibilities:**

*Why is your team, including partners, the right team to succeed with this project (e.g. skills, expertise, access, networks, etc.)? What roles and responsibilities will each team member and partner have? Please include a brief history of your work and how it informs the proposed project. Briefly describe patient engagement to date.*

**Budget and Resource Needs:**

*How do you plan to use the funds from this grant to support your work towards solving the problem? Please list the project budget items, with brief justification of each, and a preliminary listing of any staff or resources you have and/or will need. What additional funding do you already have or will aim to secure for this project? What in-kind contribution do you have for this project? (the DHR Team and RTDO are available for budget/resource consultation; please email* [*dhr@bcchr.ca*](mailto:dhr@bcchr.ca)*).*

**Implementation Considerations and Risks/Challenges:**

*Briefly describe your plan to sustain and continue building on the proposed study output (financially, operationally) after the funding period is complete; include a brief description of next steps required to take this project towards operational implementation in a clinical or community setting. What do you foresee as being the biggest obstacle(s) that could affect the outcome or adoption of your digital health solution, and how can this be mitigated?*