



Michael Smith Foundation for
Health Research

HSPRSN Partnership Program Guidelines and Request Procedures

Health Services and Policy Research Support Network (HSPRSN)

Vision

A high quality, sustainable health system in British Columbia that is grounded in excellent, internationally recognized health services and policy research.

Program Description

Up to \$300,000 is available in 2010 from the HSPRSN for contributions to successful applications to peer-reviewed national or international team or operating grant competitions that require matching funding and are willing to enter a partnership agreement with the MSFHR for award administration. To date an agreement has been established for CIHR's Partnerships for Health System Improvements (PHSI) competition in 2010. If researchers identify other funding opportunities that require match funding they must first contact HSPRSN staff, so that they can confirm the nature of the partnership and determine eligibility for match funding from this program.

The HSPRSN Partnership Program will provide matching funds of up to a maximum of \$100,000 per successful application over the duration of the award term provided the application meets the following criteria.

Program Criteria:

- The application must be for health services and policy research that is aimed at evaluating the effects of health redesign and change initiatives or informs health care process redesign and innovation in one or more of the HSPRSN priority areas (listed below).
- The project must clearly demonstrate how/why it is of particular relevance to and has significant potential for impact in the BC health system.
- A BC researcher or decision-maker must be the principal or co-principal investigator.
- The research team must include BC researchers and members of the BC health services and policy communities, as appropriate to the area of investigation.
- The project must be a priority for more than one BC Health Authority or for one Health Authority and the BC Ministry of Health Services.
- The project will need to demonstrate meaningful engagement of the decision-maker community in the development of the proposal and in the ensuing research and KT/E activities should the proposal be successful.
- The matching funds provided by HSPRSN must be used in BC or demonstratively benefit BC.

Priority Areas of Research:

- Acute Care Redesign
- Chronic Disease Management
- Health Human Resources
- Home and Community Care

- Mental Health
- Patient Safety
- Clinical Outcomes Measurement
- Differential Impacts of Changes in the Health System on the Health of Specific Populations

Process for Requesting Matching Funding:

- Requests related to CIHR Partnerships for Health System Improvement applications must be received by the HSPRSN at the MSFHR by 4:30 pm on the date specified in the CIHR program guidelines.
- All other requests should be made at least four weeks in advance of requiring confirmation of partnership. The HSPRSN reserves the right to refuse to consider a request if enough lead time is not given.
- Email requests will be accepted as meeting the deadline provided a hard copy is received within two business days following the deadline.
- The request must include:
 1. A completed **Application Cover Sheet** (separate pdf fillable form).
 2. A detailed letter of request (anticipated to not exceed 10 pages) that includes:
 - a. A summary of the project; include a brief overview and background, along with an outline of the research questions, objectives, study design and measurement of outcomes.
 - b. An explanation of how the proposed project meets the program criteria.
 - c. A list of all team members, their affiliation and role in the project.
 - d. The total budget identifying the amount requested from HSPRSN, and how the funds will be used in BC or in ways that clearly benefit BC.
 - e. Letters of support from two BC Health Authorities, or from one BC Health Authority and the BC Ministry of Health Services, confirming that the project is a priority for them. **The letters will need to demonstrate that the author(s) is knowledgeable about and supportive of the proposal and is the appropriate individual to determine the relevance and impact of the proposal for his/her organization(s).** Letters of support from team members will not be accepted.
 - f. For the CIHR-PHSI competition – the CIHR Partnership Details form (downloadable from the PHSI application) that the *MSFHR will sign* if the proposal meets our criteria for support. Please ensure the section on annual allocation of funds requested from the HSPRSN is completed on the form. The Partner information required is: Michael Smith Foundation for Health Research, 200 – 1285 West Broadway, Vancouver, BC V6H 3X8. Contact: Manager, Programs 604.714.2783.
 - g. For other competitions, please specify what documentation (and include the forms) is required from the HSPRSN to indicate our willingness to provide partnership funds if the application is successful in obtaining funding from the partnership agency.
- A copy of the full application submitted to the partnership agency must be provided to the MSFHR once it is available.
- The received applications will be rigorously reviewed to ensure:
 - within the priority area(s), it is clearly aimed at evaluating the effects of health

redesign and change initiatives or informs health care process redesign and innovation;

- the project clearly demonstrates how/why it is of particular relevance and has significant potential for impact in the BC health system;
- the project is a priority for more than one BC Health Authority or for a Health Authority and the BC Ministry of Health Services; and
- the project demonstrates meaningful engagement of the decision-maker community in the development of the proposal and in the ensuing research and KT/E activities.

Once the above HSPRSN requirements are met, a letter will be issued indicating that support is available through the Partnership Program, if the project is successful and funds are available.

NOTE

If there are more successful applications during the 2010 year than can be supported by the HSPRSN Partnership Program, funds may be allocated based on ranked order within a competition or by priority for the HSPRSN.

Inquiries/Submissions

For inquiries and information about the HSPRSN Partnership Program guidelines and application procedures, please contact:

Valerie To
Manager, Programs
Email: vto@msfhr.org
Phone: 604.714.2783

One hard copy (with original signatures) and one electronic copy of the completed MSFHR request and required information must be submitted to:

Nancy Mathias
Senior Director, Operations
Michael Smith Foundation for Health Research
200 – 1285 West Broadway
Vancouver, BC V6H 3X8
Email: nmathias@msfhr.org

Deadline for the receipt of the completed MSFHR request and required information is **4:30 p.m. September 15, 2010**. **If only the electronic copy is received by the deadline, the hard copy must be couriered to MSFHR on the day of the competition deadline and received within two business days to be considered eligible.**

All received requests will be acknowledged by email within 48 hours following receipt.