Queen's University
Centre for Neuroscience Studies
Queen's MRI Pilot time Award
Terms of Reference, Application and Review Process

Introduction

A Queen's MRI pilot time competition is being held on a rolling basis for full-time faculty conducting basic, clinical and health services investigations at Queen's University, the Kingston Health Sciences Centre (Kingston General Hospital, Hotel Dieu Hospital) and/or Providence Care. The MRI pilot time grant provides successful applicants with a reduced scanning rate of $150 per hour (a 70% rebate on the normal MRI scanning rate) for a limited number of hours.

Eligibility

The competition for rebated MRI time is specifically designed to support the collection of neuroimaging data that will be used as pilot data and/or support pilot projects expected to lead to and strengthen applications for external funding agencies (e.g., tri-council funding). To this end, it is the expectation that successful applicants will use acquired pilot data to apply for external funding within 2 years upon completion of their pilot time grant.

Applicants may only apply for one grant per year as a principal investigator or co-principal investigator. Successful grants for a particular project are not renewable.

Summary of Funding

The aim of the MRI pilot time grant is to help fund a specific project in your lab that will lead to and strengthen applications for external funding. As such, the MRI pilot time award will run on a rolling basis to ensure that applicants can seek support when it is needed most. Given that the goal of the funding is to support work that is not currently funded, applicants will be required to specify the relationship between the MRI time being requested and other relevant research funds currently held or applied for. They will also be required to justify the limited number of rebated MRI hours being requested.

The requested MRI time must be used within the one-year period upon notification of the award. Any MRI time that is not used within the one-year award period will be immediately forfeited.

How to Apply

Submit your completed proposal by email to briend@queensu.ca. In addition to the completed proposal, in the email include:

- the name of the Principal Investigator and his/her primary department. Include the names of Co- Principal Investigator(s) if applicable, and their primary

department(s).
- the Title of the project.

Review Process

Each application will be peer reviewed. The reviewers' comments, recommendations and scores of the reviewers will be consolidated and ranked, and submitted to the MR Committee for final decisions.

Results of the reviews and adjudication are expected to be communicated to applicants within approximately 1-2 months of submission.

**Note that, in assessing applications, priority will be given to requests for seed funding for pilot projects expected to lead to and strengthen applications for external funding agencies, rather than to fill shortfalls in ongoing research programs. The purpose of this program is to facilitate data collection that will be used for grant applications.

For further information on the application submission or if you are having problems with the application form, please contact Donald Brien by email at briend@queensu.ca .

For further information on the review process, please contact the MRI Facility Lead, Jason Gallivan at gallivan@queensu.ca.

*Note that successful applicants in this program will be required to contribute to the review process in future competitions.

Submission Instructions:

1. Complete the application form by filling in all applicable fields.

2. Append your research proposal, up to three pages (separate pages can be appended for references only).

3. Include Personal Data/abbreviated *CVs* (five pages), plus a list of publications for the past five years for the Principal Investigator and if applicable, the co-Principal Investigator(s).

4. Combine all of the application documents (1 through 3 above) in order, into one pdf document. Title your document starting with your last name and initial and 'CNS-MRI' (eg: SmithG_CNS-MRI)

5. Email the pdf of the application on/before the end of day of the submission deadline date. Email: briend@queensu.ca