



HYDROCEPHALUS CANADA

**TORONTO RESEARCH
GRANT PROGRAM**

GUIDELINES, CRITERIA AND APPLICATION

Submission Deadline: September 30, 2025

Eligibility: Researchers who are physicians working out of or attached to a hospital or educational institution in Toronto.

Address inquiries to:

Hydrocephalus Canada Research Grant Program
16 Four Seasons Place Suite 111
Toronto, ON M9B 6E5
info@hydrocephalus.ca
www.hydrocephalus.ca

Hydrocephalus Canada - Guidelines and Criteria for the Toronto Research Grant Program

1. Mission Statement

The Mission of Hydrocephalus Canada is **"Connecting the spina bifida and hydrocephalus communities across Canada through services, support, education, awareness and research "**

2. General Information

Hydrocephalus Canada chooses to play a role in facilitating research through a stronger presence in the research community and by influencing the creation of a research agenda through increased collaboration with various stakeholders. The following areas have been identified as important research priorities:

- better shunts
- better alternatives to shunts
- better/faster diagnosis of normal pressure hydrocephalus
- better hydrocephalus management – better testing of shunt function/malfunction
- causes of congenital hydrocephalus
- long term effects of hydrocephalus on social skills in adults
- the management of bladder and bowel incontinence
- the social isolation of young persons with spina bifida
- better infection management
- the genetics of mothers with spina bifida
- effects of aging on the spina bifida and/or hydrocephalus population

Hydrocephalus Canada funds research that will improve the quality of life for all individuals with hydrocephalus and spina bifida and their families.

3. Research Grant Procedures and Requirements

Hydrocephalus Canada awards research grants to a maximum of \$20,000 annually. The number of grants awarded yearly will depend on the size of the grants. Grant application for equipment only will not be considered.

- Complete documentation of all budgetary details submitted to other granting agencies must accompany the submission.
- Partial funding is available for projects concurrently supported by other sources.
- The roles of all personnel paid by the grant must clearly be identified in the proposal.
- Grants are awarded based on Hydrocephalus Canada's fiscal year, March 1 to February 28 annually.
- Funding for subsequent years for the same project will require a new application along with a progress report and will fall into the same timeframe.
- Funds are sent to the institution where the research will be carried out.
- Grants will NOT be subject to institutional overhead costs.
- Hydrocephalus Canada requires documentation outlining changes to the completion date of funded projects.

4. Applicant Eligibility

Principal and co-investigators must be Canadian citizens or have an appointment at a Canadian institution as defined by CIHR (Canada Institutes for Health Research). Principal and co-investigators who are physicians working out of or attached to a hospital or educational institution in Toronto are eligible to apply. Hydrocephalus Canada Board Members or directors with voting rights are not eligible for this specific grant.

Submission of Application Materials

The 2025 application deadline is September 30.

- New grant applications must include the standard "Application for Research Grant" form. No grant application will be reviewed by the Research Committee if not received by the deadline.
- The application is to be submitted by email and should include a non-scientific summary, maximum 200 words in simple, non-technical language, which explains the research proposal and its relevance to hydrocephalus and/or spina bifida.

Research Proposal

The proposal is to include the following:

- Statement of the problem to be investigated- Objectives of the proposed research
- Background and literature search
- Selected methodology (qualitative or quantitative) or research design to be used which may include sampling, data analysis and instrumentation.
- Copies of Animal Care certificate (if pending)
- Biohazard/Bio-safety Approval (if applicable)
- Letters or statement of ethical approval or pending ethical approval
- Letters of collaboration from co-investigators
- Present position, past history of research, publications, ongoing grants of co-investigators
- An itemized budget for the total proposal and the amount being requested from Hydrocephalus Canada is to include:
 - *Salaries and duties of research personnel
 - *Supplies, material, incidentals
 - *Equipment rental or purchase
 - *Travel for data collection
 - *Computing, consulting, data analysis
 - *Support and documentation from other sources

The completed proposal is restricted to 20 single-sided or 10 double-sided sheets. Abbreviations are acceptable as long as a table is provided. Figures, columns, charts, graphs and tables are included in the 20-page limit.

The following are considered outside the 20-page limit:

- Photographic material, references, appendices, certificates, letters of collaboration from co- investigators, letters of ethical approval, budget, duties or research personnel, instruments to be used, funds approved from other agencies, and consent forms.

5. Acknowledgement of Application

Hydrocephalus Canada will confirm receipt of the research application.

6. Assessment of Application and Scientific Review Process

The Hydrocephalus Canada Research Committee will assess the applications and make its funding recommendations to the Hydrocephalus Canada Board of Directors for final approval. Once approval is obtained, funds are sent directly to the institution where the research will be carried out.

Hydrocephalus Canada reserves the right to refuse any application without stating its reason.

7. Notification of Award

An official notification will be forwarded to successful applicants. If requested by the applicant, a copy will also be forwarded to the applicant's institution.

Unsuccessful applicants will also be sent a notification.

Hydrocephalus Canada recognizes the merit of all applications but there may not be sufficient funds to support all submissions.

Hydrocephalus Canada encourages researchers to present at professional conferences and our organization's national conference if called upon.

8. Other Responsibilities of the Grantee

An interim progress report (a minimum of 250 words) is required six months into the project.

A final scientific report must be submitted within 90 days following the completion of the study. Objectives of the study, methods used, analysis of data and new knowledge obtained must be included. Hydrocephalus Canada requests that this be in the same format as that which is submitted for journal publication.

A concise summary of the final report must be in layman terms (a minimum of 500 words). The purpose and results must be clearly described. This can be in the form of an abstract. It will be used for public and/or professional education. This report is to be forwarded within 90 days following the completion of the study.

A statement of expenditures must be submitted following the conclusion of the grant period. If not, documentation must be forwarded as to the lengthening of the study. If the project is cancelled/or abandoned unused funds are to be returned to Hydrocephalus Canada along with an explanation.

Any grantee who does not comply with the above requirements will not be considered for future funding should they reapply to the Hydrocephalus Canada Research Program.

Hydrocephalus Canada is to be acknowledged and thanked for their financial support and assistance in all publications relating to the research that has been funded.

No printed material or publications bearing Hydrocephalus Canada's name and/or logo may be produced without the knowledge and consent of Hydrocephalus Canada.

9. Conflict of Interest Statement

It is the policy of Hydrocephalus Canada that individuals on the Research Committee or those who review applications must disclose any financial, professional or personal gains that may influence the position or review process of a research grant application. Hydrocephalus Canada Board Members or directors with voting rights are not eligible for this grant.

HYDROCEPHALUS CANADA APPLICATION FOR RESEARCH GRANT

DEADLINE: September 30, 2025

Date of Application _____

Amount Requested _____

Title of Proposed Research:

Principal Investigator:

Full Name:

Title:

Institution:

Mailing Address:

Phone:

Fax:

Email:

Canadian Citizen ☐ Permanent Resident ☐ CV enclosed ☐

Co-investigators: (If any):

Full Name:

Title:

Institution:

Mailing Address:

Phone:

Fax:

Email:

Canadian Citizen ☐ Permanent Resident ☐ CV enclosed ☐

HYDROCEPHALUS CANADA APPLICATION FOR RESEARCH GRANT

Agreement:

It is agreed the general conditions governing grants as outlined in Hydrocephalus Canada's Research Grant Guidelines and Criteria apply to any grant made pursuant to this application and are hereby accepted by the applicant.

Principal Investigator Signature:

Date:

Co-investigator Signature(s):

Date:

Non-Scientific Summary

In the space below, please provide a non-scientific summary of the proposed research, in simple non-technical language (150-200 words), which explains the proposal and its relevance to spina bifida and hydrocephalus. This summary will be used by our national office and the research committee to promote awareness of research supported by Hydrocephalus Canada.

Title of Proposed Research:

Investigator(s):

Summary:

Hydrocephalus Canada Research Grant

Application Checklist

Applicant Checklist:

Please make sure you have enclosed the following:

A completed grant application and a non-scientific summary

The Research Proposal includes:

Statement of the problem

- Objectives
- Background and literature search
- Selected methodology or research design
- Analysis and instrumentation
- Duties of research personnel
- Budget
- Animal care certificate if applicable
- Biohazard/Bio-safety approval if applicable
- Letters or statements of ethical approval or pending ethical approval from your institution

Letters of collaboration from co-investigators and/or their pertinent publications

Grant Classification

Check several disciplines, if necessary:

- | | | |
|--|--|-------------------------------------|
| <input type="checkbox"/> Diagnostic | <input type="checkbox"/> Neurology | <input type="checkbox"/> Rehab |
| <input type="checkbox"/> Education | <input type="checkbox"/> Nursing | <input type="checkbox"/> Shunts |
| <input type="checkbox"/> Family Dynamics | <input type="checkbox"/> Obstetrics | <input type="checkbox"/> Statistics |
| <input type="checkbox"/> Fitness | <input type="checkbox"/> Orthopedics | <input type="checkbox"/> Surgical |
| <input type="checkbox"/> Management | <input type="checkbox"/> Psycho-social | <input type="checkbox"/> Prevention |

If other, please specify: _____

Applications must be submitted by the deadline date of September 30, 2025.

**Hydrocephalus Canada Research Grant Program
16 Four Seasons Place, Suite 111,
Toronto ON M9B 6E5
416-214-1056 or 1 800 387 1575 Fax: 416-214-1446
info@hydrocephalus.ca
www.hydrocephalus.ca
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