



THE RETIRED TEACHERS OF ONTARIO **FOUNDATION**
LA FONDATION DES ENSEIGNANTES ET ENSEIGNANTS
RETRAITÉS DE L'ONTARIO

2018

Geriatrics / Gerontology Education – Call for Proposals



RTO/ERO Foundation
2018 Grant Criteria &
Call for Proposals

February 20, 2018



Founded in 2011, and inspired by the history of philanthropy of The Retired Teachers of Ontario / Les Enseignantes et Enseignants Retraités de L'Ontario (RTO/ERO), the RTO/ERO Foundation is a registered Canadian charity.

Vision:

Enhance the quality of life of aging adults.

Mission:

We are a registered Canadian charity that invests in innovative initiatives promoting healthy, active aging. Recognizing the urgency of an aging Canadian population, we are proactively engaging with donors, RTO/ERO members, community organizations and subject matter experts to achieve our vision.

Our Legacy

Drawing on the 2009 Special Senate Committee on Aging, among our top priorities is investing in geriatrics and/or gerontology research and training at post-secondary institutions.

[The Foundation has already achieved a major milestone – the creation of the RTO/ERO Chair in Geriatric Medicine at the University of Toronto.]

Dr. Paula Rochon, an internationally renowned Clinician-Scientist, was named the inaugural Chair holder, effective July 2015. She will work to advance collaborative research in Geriatric Medicine along with promoting discovery and education in the area of Geriatric Medicine.

"I commend RTO/ERO and its members for their incredible foresight to invest in geriatrics research," says Dr. Paula Rochon. "Recognizing and learning more about the complexities of aging through science is key to promoting health among our older population."

Granting History

In addition to the RTO/ERO Chair in Geriatric Medicine, the RTO/ERO Foundation has funded a total of 12 projects related to aging research, education and community action to address social isolation for a value of almost \$310,000.

About RTO/ERO

RTO/ERO is a voluntary membership organization of over 76,000 retired educators. Most RTO/ERO members live in Ontario and are affiliated with one of 48 Districts into which the organization is divided, including two Districts in British Columbia.

The RTO/ERO is celebrating its 50th year in the service of retired members of our education sector.



2018 Granting Criteria & Call for Proposals
Education for Health and Social Care Professionals:
Research to Improve the Health and Wellness of Older Adults
February 20, 2018

In recognition of the RTO/ERO's 50th Anniversary, the RTO/ERO Foundation is announcing a funding opportunity for projects that focus on **research into educational initiatives for health and social care professionals designed to improve the health and wellness of older adults**. This competition is open to qualified grantees based in Ontario and British Columbia.

Overall Goals

- Improve the health and wellness of older adults through research that explores educational initiatives for health and social care providers.
- Provide financial support to qualified grantees (**must be a registered Canadian charity**).
- Contribute to a variety of projects based in Ontario and British Columbia, thereby raising the profile of RTO/ERO Foundation and its vision.

Granting Criteria

The RTO/ERO Foundation Board of Directors, with support from the Grant Review Committee, will make decisions for funding approval on one grant of \$50,000; projects should have a 1- to 2-year timeframe.

Decisions will be based on the following:

- The project team includes at least one of a geriatrician, geriatric psychiatrist, or geriatric nurse practitioner* (Note: Only one application per Principal Investigator)
- The research project meets these key criteria:
 - Research that focuses on the development and evaluation of training programs for health and social care professionals (e.g. physicians, nurses, social workers, licensed therapists, personal support workers), designed to improve the health and wellness of older adults
 - Are developed with and for older adults
 - Demonstrate how their reach can be broadened beyond local focus (i.e. to underserved areas)
 - Are collaborative in nature
- The application is received at the Foundation office on or before the deadline date.

Ineligible costs:

- Capital i.e. technology (iPads), equipment purchases, furniture
- Travel (Limited travel to support research dissemination will be considered)

*A geriatric specialist is required as a link between academia and learning, and to provide additional exposure to geriatrics training.

Proposal Format

Please include the following in your proposal (to be submitted in electronic format):

- Cover Page: Include name of project (formal name as well as an informal name that is public-facing and user-friendly), institution(s), principal investigator(s), project team (clearly identify the geriatrician), and contact information
- Project Summary: Write a 600 word (max.) summary of the project in lay terms. Include how funds received from the Foundation will be used.
- Research Project Description: Maximum of five pages total, Arial 12 pt. font, 1" margin. Include:
 - Objectives – why the scope of the project is important/of value to older adults
 - Methods – program/study design and team roles
 - Prospective benefits/expected findings and any risks
 - Evaluation criteria
 - Explanation of how research proposal findings/outcomes will be translated into action/benefits for older adults (including how results will be disseminated)
 - Timeline
 - Please disclose any corporate/pharmaceutical partners.
- Budget: Provide a complete and detailed budget, with expenses supported by vendor quotation(s); list other expenses (if applicable); list identification of matching grants, in-kind donations and other funders or amounts pledged (if applicable). Note: if required, maximum of 5% of budget can be allocated to indirect costs.
- RTO/ERO Foundation Recognition & Member Engagement: Describe how the RTO/ERO Foundation will be recognized for its support of this project, and outline any opportunities for RTO/ERO members to be involved.
- Appendix: As Appendix A, please include a condensed CV (max. two pages) of the lead Principal Investigator(s) and each key team member. Other appendices may include letters of support or other relevant information, maximum of four pages total (plus CVs).

Role of Successful Applicant

The successful applicant agrees to the guidelines attached. Lead Principal Investigator will be required to sign a formal letter acknowledging acceptance of guidelines. Funds will be available as soon as requirements are met.

Submitting Proposals:	Electronic format in English
Deadline:	Wednesday, April 11, 2018; midnight
Notice of Decision:	Early June, 2018
Email:	jsobie@rto-ero.org
	Subject: RTO/ERO Foundation Grant - Geriatrics

Main contact:

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Guidelines for Grant Recipients

To ensure you understand what is required as a grant recipient, please read the information below.

The Principal Investigator and/or the sponsoring institution are responsible for notifying the Foundation of any significant changes to the project, including but not limited to methodology, budget or personnel prior to the changes being implemented to ensure all aspects of the project continue to meet the Foundation's funding criteria.

Project Duration

The Principal Investigator is to provide a start date and end for the project, which will also represent the start and end of the granting period. Please note: The Foundation will use these dates to determine when to expect the interim (if applicable) and final reports from the grant recipient. The project must start within six months of the date of the letter from the Foundation offering funding (the notification letter) and be completed within the approved period.

Project Extensions

If the project is delayed for any reason that will result in the project duration exceeding beyond the scheduled end date, please email your request for an extension to the Foundation before the original scheduled project end date. The request for extension must explain in detail the reason for the project timeline extension, a budget update and the state of the progress of the project to date and a revised project end date. Please note that such extension requests cannot contain a request for additional funding of the same project.

Research Ethics and Standards

The Foundation requires that all funded projects adhere to the sponsoring institution's policies and procedures as well as accepted research standards. Grant recipients must provide evidence of all applicable ethics and research standard approvals (research ethics board) and registrations with the same title as that of the application approved by the Foundation.

Please note that the first payment of funding, and subsequent payments if applicable, are conditional upon receipt of all applicable approval certificates and registrations. Upon expiry, approval certificates must be renewed and provided promptly to the Foundation for funding to continue.

Recognition of Support from RTO/ERO Foundation

All publications and presentations arising from the funded project are to include written acknowledgement of funding from "The RTO/ERO Foundation". Furthermore, the Foundation's logo should be included whenever possible. Additional recognition and stewardship opportunities will be discussed and mutually agreed upon on a case by case basis.

Reporting

Interim Reporting

During the project, the Principal Investigator will make themselves, and other project participants, available to the Foundation (as appropriate) for updates, particularly related to milestone events, including for telephone interviews, and/or to provide photographs and other marketing materials, for promotion of the project. The Foundation may also request testimonials from program participants.

Final Project Report

A final report (in executive summary form, 3 pages long), including final accounting, must be submitted within three months of the granting period's end date. The Principal Investigator must report the results of the project, including publications and presentations, so the Foundation can track the outcomes of all funded projects. Subsequent applications will not be considered unless the previously funded research project has met all reporting requirements. Where papers are published or presented, reprints or copies must be submitted to the Foundation. Please note that you may send electronic copies by email.

Final reports should include an evaluation component, based on the criteria submitted in the proposal.

Other Reporting

In addition to the final report, the Principal Investigator must create a 2-3 minute video (using cost-effective technologies such as iPad) which describes their research project to others (note the intended audience is members of RTO/ERO). A maximum cost of \$1,000 for the creation of the video should be included in the project budget.

Post-Project

Six months post-project, we would like to hear about any additional impact/learnings/achievements as a result of the project. A phone interview will be arranged with the Principal Investigator (and other members of the project as appropriate) to gather this feedback.

Project Budget

Grant funds must be used according to the approved project budget. However, the Foundation understands that the Principal Investigator is the best judge of the use of the funds awarded and may propose a change in the use of the grant funds, except where the Foundation has specifically excluded an expense item from its funding. Please note: the Principal Investigator must notify the Foundation of any significant changes in the project budget before the change is made to ensure the proposed changes meet the Foundation's eligibility criteria.

A statement of disbursement of the funds awarded must be submitted to the Foundation at the completion of the project. When work is completed or cannot be continued for any reason, unused funds must be immediately returned to the Foundation.

Use of Project Assets

The Foundation reserves the right to use any assets (toolkits, videos, etc.) resulting from the project, with appropriate recognition given to the grantee.

Leave of Absence

The Principal Investigator must notify the Foundation of any leave to be taken, apart from ordinary vacation, in order to make adjustments as applicable to the status of the study and to the payment of the funds. The Foundation must be notified before the leave starts. During the absence of the Principal Investigator, another investigator with an academic appointment at the same university (or institute) as the Principal Investigator may be given the responsibility of monitoring the project, supervising the personnel working on the project, as well as act as signing authority for the grant. Please note that the arrangement must be outlined in writing to the Foundation from the original Principal Investigator, the replacement Principal Investigator and the sponsoring institution.