



The Canadian PBC Society ("the Society") supports research relating to:

- understanding causes of primary biliary cholangitis ("PBC");
- developing new treatments for PBC; and
- improving quality of life for those living with PBC.

A Society grant (a "Grant") awards up to \$20,000, and also supports smaller projects with budgets under \$5,000. Grants valued at less than \$10,000 are limited to projects to be completed within one year of the initiation of the Society's funding. Applications for grants greater than \$10,000 may be allotted up to two years within the initiation of the Society's funding to complete the project.

These research grants are not intended to supplement other grants. However, the Society will consider a grant proposal that has been submitted concurrently to other potential granting/funding agencies. If successful, shared or joint funding may be undertaken at the discretion of the agencies concerned. If partial funding of a larger project is requested, the proposal must clearly state how the Society funds will be used and how that piece of work will be a distinct project to be conducted within the timeframe for the Society with results published separately. Applicants must inform the Society of any support requested and/or received from other funding agencies.

The Society's goal is to support research from medical researchers whose primary mandate is to pursue scholarly activities, e.g. university faculty. However, the Society encourages collaboration between colleagues in practice and academic settings.

Eligibility

Applicants must be affiliated with healthcare institutions, including but not limited to universities, hospitals, government departments and public health units. Applicants must obtain the signed sponsorship of their institution as part of the application process and for the awarding of the grant.

Applicants must not have outstanding Society funded project reports.

Areas of Non-Support

The Society WILL NOT provide funding for:

- fund-raising campaigns;
- budget deficits;
- building funds or other capital cost campaigns;
- major equipment and equipment service contracts; or
- administrative overhead costs.

Process

The Research Grant application involves a 2-step process:

Step 1- Applicants are required to submit The Society's Proposal Form for funding request. The Society's Scientific Review Committee (SRC) reviews Letters of Intent meeting the criteria. Applicants with the highest scores are then invited to submit full proposals ("Proposals"). The decisions of the SRC are final.

Step 2 – The SRC assesses Proposals on scientific merit. Invited applicants are expected to submit names of external reviewers. The SRC determines if the services of external reviewers are required. External reviewers are selected for their expertise in research methodology and the relevance of their expertise to the content of the submission.

Applications considered to be fundable are ranked; full, partial or conditional support may be recommended. The recommendations of the SRC and decisions of the Society are final.



The Society reserves the right to publish the names and photographs of successful applicants, their institution, the title of the project and to quote from the project proposal. The Society reserves the right to report on published accounts of the Society-funded projects in public communications.

Agreement, Reporting and Funding

A signed application form constitutes an agreement between the Society, a Grant recipient(s) and the Sponsoring institution to spend the Grant funds only for its intended purpose and in accordance with the approved budget.

Prior to expenditure, the Grant recipient(s) and Sponsor must obtain approval from the Society in writing for any anticipated expenses not included in the approved budget as well as any anticipated deviations to the budget line items as presented in the proposal

Ninety percent (90%) of the value of the Grant will be disbursed to the Sponsor prior to the commencement of the research. Additionally, if human participants are involved in the research, a signed approval form from a duly constituted Committee for Ethical Conduct of Human Research (as deemed acceptable by the Sponsor and the Society) must be submitted to the Society before any funds can be used. Human Research Ethics Approval renewals must be obtained for the duration of the project and provided to the Society.

The Grant recipient(s) and Sponsor are required to submit project and financial reports to the Society on a defined schedule. Extensions must be requested in writing from the Society if the project or financial reports cannot be provided within the defined schedule.

Final reports are due no later than 4 months after project completion. The Society will evaluate all final reports for adherence to criteria, including the submission of the final research abstract to the Society's on-line research sharing portal. The Society will determine if all criteria has been met before releasing the remaining ten percent (10%) of the award sum to the Sponsor.

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Grant recipients who have not submitted their final reports within the established timeframe (for a single year project, within 16 months of receiving Funds; for a two-year project, within 28 months of receiving Funds) will not be entitled to the ten percent holdback. In addition, the Grant recipient may be expected to repay the Grant in whole or in part if the agreed-upon benchmarks are not achieved. A formula for establishing the amount of repayment should such a situation occur will be established and agreed upon with the Grant recipient and Sponsor when the Grant is awarded.

Publications

The research findings are the property of the grant recipient and the sponsoring institution. Principal investigators are requested to make their findings available to individuals and groups which may benefit from the research, i.e. to publish in a peer-reviewed journal and the Society must be acknowledged as a source of financial support.

All publications should indicate that the opinions contained are those of the authors, and that no official endorsement by the Society is intended or should be inferred. A copy of any publishing (published paper or a full publication reference) must be sent to the Society upon publication.