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October 17<sup>th</sup>, 2011  
On Behalf of Dr. Peter Dent

Dear Participating Physician:

This communication is a formal request for proposals for the next 2012/13 AFP Innovation Fund competition. The purpose of the AFP Innovation Fund is to support "the development of new and innovative practices in healthcare delivery, and to support leadership and the dissemination of knowledge across the healthcare system."

AFP Innovation Grants are awarded by HAHSO on a peer-reviewed basis. As a funding agency, HAHSO will disburse approximately \$1,482,000 per year in the 2012/13 fiscal year. This is an open competition and all participating physicians are eligible to apply for funding.

Each proposal must include a project plan, a well documented budget and indicators of progress against which the project will be measured. The maximum annual funding is limited to \$100,000 and the maximum duration of funding is two years. The principal investigator must be a participating physician in the AHSC AFP, although nothing precludes the involvement of co-investigators who are not participating physicians. Each grant application must be reviewed, approved and endorsed by the relevant physician association prior to formal submission.

The grant application deadline is November 1st. The completed and signed application (attachment 3) should be sent as a pdf file to Janice Bentley at [hahsoadmin@mcmaster.ca](mailto:hahsoadmin@mcmaster.ca). All grant applications will be reviewed by an arm's length Grant Adjudication Panel which will rank order the grants received based on scientific merit and innovation. The HAHSO Board of Directors will review and approve funding for the projects based on the rank ordering to the limit of funds available. Subsequently, the Innovation Fund Provincial Oversight Committee (IFPOC) will review and approve the applications on behalf of the Ministry of Health.

Notification will be provided to successful applicants by March 31st, 2012, and funding will commence on April 1st, 2012. As part of the application process, the resource implications for the hospital and the university must be considered. If there are such implications in terms of staff, space or finances, formal approval must be provided by the relevant institution prior to submission of the application. Research Ethics Board approval (where required) will occur subsequent to notification of a successful application.

The appended documents provide a synopsis of the application process and the conditions of funding for successful applicants. The application forms are available in the attached Word 7.0 document. The complete Innovation Fund regulations and procedures are available at the HAHSO website ([www.hahso.ca](http://www.hahso.ca)) under "Resources", and then "AFP Innovation Funding".

Click here to access the document directly

[http://www.hahso.ca/index.php?option=com\\_docman&task=doc\\_download&gid=72&Itemid=55](http://www.hahso.ca/index.php?option=com_docman&task=doc_download&gid=72&Itemid=55) .

If you have any questions on this matter, please consult with the President or Business Manager of your Physician Association.

Attachment 1: HAHSO Local Guidelines and Application Process (Word Document)

[http://www.hahso.ca/attachments/2011hahso\\_guidelines\\_application.doc](http://www.hahso.ca/attachments/2011hahso_guidelines_application.doc)

Attachment 2: AFP Innovation Funding Conditions (Word Document)

[http://www.hahso.ca/attachments/2011hahso\\_conditions.doc](http://www.hahso.ca/attachments/2011hahso_conditions.doc)

Attachment 3: AHSC AFP Innovation Fund Application Pkg (Word Document)

[http://www.hahso.ca/attachments/2011hahso\\_innovation\\_fund\\_package.doc](http://www.hahso.ca/attachments/2011hahso_innovation_fund_package.doc)