

Name of Principal Applicant (Last name, first name)	Amount Requested
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**BANTING & BEST DIABETES CENTRE  
NOVO NORDISK-BBDC PILOT AND FEASIBILITY GRANTS 2024/2025  
SONIA M. YUNG PILOT AND FEASIBILITY GRANT 2024/2025  
APPLICATION SUBMISSION INSTRUCTIONS**

**Eligibility:** Those who received a 2023/2024 Pilot and Feasibility Grant from the BBDC as principal applicant are not eligible to apply for this competition as principal or co-applicant.

**Format:** Single spaced text. Font size must not be smaller than 12, Times Roman or similar.

**E-mail items 1 through 5 below to [diabetes.bbdc@utoronto.ca](mailto:diabetes.bbdc@utoronto.ca) as one PDF document in the order listed.** Do not add security features to the PDF document such as password protection or document restrictions. The document should not exceed 10 MB in size.

- 1. A completed and signed application form.**
- 2. CV of principal applicant and all co-applicants.** Submit a Canadian Common CV printed in CIHR format (program or academic). Limit information to the past 5 years. If a Common CV is not available, applicants may submit a University of Toronto Web CV printed in curriculum vitae format. Limit information to the past 5 years. If there has been an interruption in pursuit of the applicant or co-applicant’s scientific career, please provide an explanation and attach to the applicant’s CV. Include length and reason for the scientific career interruption.
- 3. Letters of Collaboration.** If contributions from collaborators are expected, a signed statement from each collaborator describing the services to be provided must be included. The letters should be given to the principal applicant to be included with the application.
- 4. Equipment Quotation(s).** If purchasing equipment up to \$10,000, attach cost quotation or service contract.
- 5. Publications.** Up to 2 manuscripts and/or reprints relevant to this proposal may be included.

**Note on Ethics Approvals and Certifications:** If this research involves human subjects, animals, biohazards or stem cells, the successful principal applicant will be required to obtain approvals from their institution by the time of funding commencement on July 1. Approvals are not required to be submitted with this application; however, funds will not be released to successful applicants until all approvals have been obtained and forwarded to the BBDC.

**APPLICATIONS MUST BE RECEIVED BY 4 P.M., NOVEMBER 28, 2023.** Late or incomplete applications will not be considered.

The BBDC will confirm all applications received by e-mail. If you do not receive confirmation of application receipt, please send a separate e-mail requesting confirmation.

If you have difficulty submitting a large size application by e-mail, please contact Rose LaBarbera for alternate submission instructions.

**Inquiries:**

Rose LaBarbera

Phone: (416) 978-4656

E-mail: [diabetes.bbdc@utoronto.ca](mailto:diabetes.bbdc@utoronto.ca)

**BANTING & BEST DIABETES CENTRE  
 FACULTY OF MEDICINE, UNIVERSITY OF TORONTO  
 NOVO NORDISK-BBDC PILOT AND FEASIBILITY GRANTS 2024/2025  
 SONIA M. YUNG PILOT AND FEASIBILITY GRANT 2024/2025**

<b>Name of Principal Applicant</b> (Last name, first name)	<b>Institution</b>	<b>U of T Faculty and Department</b>
<b>Name of Co-applicants</b> (Last name, first name)	<b>Institution</b>	<b>Faculty and Department</b>
<b>Primary Location Where Research Will Be Conducted:</b>		
<b>Title of Research:</b>		
<b>Total amount requested for 1-year study:    \$ _____</b>		
<b>List collaborators on this research project (full name and institution)</b> (Each collaborator must provide a signed letter describing the services to be provided. Attach letters to this application.)		
<b>Mailing Address of Principal Applicant:</b>	<b>Phone:</b>	
	<b>Email:</b>	

**BUDGET**

- Ensure that the \$40,000 budget reflects the pilot nature and feasibility of the research proposal
- Eligible Expenses: Supplies, materials and services related to the research project; research staff and trainee support (i.e. fellows, graduate and summer students); trainee travel to conferences or attendance of virtual conferences.
- Purchases of equipment up to \$10,000 are eligible if clearly justified in the budget.
- Ineligible Expenses: Use of funds for investigators' salaries, investigator travel to conferences or attendance of virtual conferences, or institutional overhead fees are not permitted.

Research Staff/Trainees	Number	Salary	Benefits	Total
				\$
				\$
				\$
<b>Total Research Staff/Trainees:</b>				\$

<b>Animals</b>	\$
<b>Expendables</b>	\$
<b>Services</b>	\$
<b>Other materials and supplies</b>	\$
<b>Total Animals, Expendables, Services, Materials &amp; Supplies:</b>	\$

<b>Equipment</b>	\$
	\$
<b>Total Equipment:</b>	\$

**TOTAL REQUEST \$ \_\_\_\_\_**

**BUDGET JUSTIFICATION**

Justify the need for each item and amounts requested on the previous BUDGET page. Provide a detailed explanation of equipment up to \$10,000. Do not exceed this page.

If requesting funds for equipment, attach cost quotation or service contract.

Name of Principal Applicant:

Title of Research:

**SUMMARY OF RESEARCH PROPOSAL IN LAY LANGUAGE**

Provide a clear summary of the research proposal in lay language. Think about how you would explain the project to someone who does not have a scientific or medical background. Provide background, hypothesis, objective(s), approach, research plan, and relevance to diabetes in the simplest terms possible. Use straightforward, non-technical language and spell out or describe acronyms and abbreviations. Do not exceed this space.

**RESEARCH PROPOSAL (Page 1 of 2)**

**Include background, hypothesis, specific aim(s), objective(s), and research plan.** Grants are \$40,000, one-year awards. Therefore, the scope of the proposal and budget must reflect this otherwise the application will be given a low score for feasibility.

Proposal must not exceed the two pages provided in this application form. Limit figures and tables to two additional pages which have been provided in this application form. References may be listed on pages 10 and 11.

**RESEARCH PROPOSAL (Page 2 of 2)**

**FIGURES AND TABLES FOR RESEARCH PROPOSAL (Page 1 of 2)**

Do not exceed the 2 pages provided.



**FIGURES AND TABLES FOR RESEARCH PROPOSAL (Page 2 of 2)**

If this page is not needed, leave it blank.

**REFERENCES FOR RESEARCH PROPOSAL (Page 1 of 2)**

Use the following two pages to list references only. Do not exceed the 2 pages provided.

**REFERENCES FOR RESEARCH PROPOSAL (Page 2 of 2)**

If this page is not needed, leave it blank.

## RELEVANCE TO DIABETES

**Explain how this project is directly relevant to diabetes.** Do not exceed this page. (This funding program supports original discovery-based fundamental or clinical research in diabetes that would be published in peer-reviewed scientific journals. Research proposals can include any aspect of laboratory, animal, human, or clinical or health services research. Areas of research which are considered relevant to diabetes include the pathogenesis of diabetes or its complications, homeostatic or pathological pancreatic islet function, or metabolism, pharmacological mechanisms of drug or hormone action, biochemical or molecular aspects of biological or pathological processes, or research in population health or health services.)

**PILOT AND FEASIBILITY JUSTIFICATION**

**Justify this proposal as being a pilot and feasibility project. For all established investigators listed on this application, explain clearly how this project constitutes a completely new initiative in diabetes research for you and is not just an extension of, or related to, ongoing research efforts. Explain why the proposal cannot be funded from your currently held support. Do not exceed this page.**

**FUNDING OVERLAP**

**TO BE COMPLETED BY THE PRINCIPAL APPLICANT AND EACH CO-APPLICANT.**

The principal applicant and co-applicants are required to inform the BBDC of any related support currently held or applied for from other funding sources, and to what extent, if any, such support overlaps with this BBDC Pilot and Feasibility Grant request. In the event that a successful applicant is also offered funding by another agency, the applicant must notify the BBDC within 2 weeks of receiving the offer. The applicant must accept funding from the other agency.

In the space below, list any overlap of funds with this application and support currently held or applied for by the principal applicant or co-applicants.

**NAME OF INSTITUTION AND FINANCIAL OFFICER WHO WILL ADMINISTER THE FUNDS**

The grant is to be administered by the institution where the research will take place (i.e. the University of Toronto or affiliated hospital research institute).

**Name of Institution:****Name of Research Financial Services Officer:****Address of Research Finance Office:****Phone:****E-mail:****SIGNATURES**

Signing this application form constitutes an agreement of the terms and conditions set out by the BBDC Pilot and Feasibility Grants program. The principal applicant certifies that the information provided in this application is true and complete.

If the grant is to be administered by the University of Toronto, the application should be signed by the University Department Chair. If the grant is to be administered by a hospital research institute, the application should be signed by the Hospital Research Institute Director. Digital signatures are acceptable.

<b>Principal Applicant</b>	<b>University Department Chair</b>	<b>Hospital Research Institute Director</b>
Print Name:	Print Name & Title:	Print Name & Title:
Signature:	Signature:	Signature:
Date:	Date:	Date:

**SIGNATURES OF CO-APPLICANTS**

Each co-applicant listed on page 2 of this application must sign this application. Digital signatures are acceptable.

Print name:	Signature:	Date:
Print name:	Signature:	Date:
Print name:	Signature:	Date:
Print name:	Signature:	Date:
Print name:	Signature:	Date: