

RESEARCH GRANT APPLICATION

NOTE: Please submit all documents no later than November 30th, 2025.

MAIN RESEARCHER		SPONSOR ORGANIZATION	
NAME		NAME	
TITLE		NAME :FINANCIAL DIRECTOR WHO WILL ADMINISTER THE FUNDS	
ADDRESS		ADDRESS	
PHONE		PHONE	
EMAIL		EMAIL	
NAMES AND TITLES OF CO-CANDIDATES			
PROJECT TITLE			
	Year 1	Year 2	
Total budget:	\$	\$	\$
SIGNATURES: The parties hereby agree to the terms and conditions set forth in the guidelines of the current grant program.			
Main researcher		Co-candidates	Signature:_____
Signature:_____		Signature:_____	
Department Director		President or authorized signing officer of the sponsoring organization:	
Signature:_____		Signature:_____	
The request is for a new project and our foundation has not already funded a preliminary version The request is for the continuation of a project already funded by the foundation Both of these options are eligible for funding			

List all grants awarded to the applicant and co- applicants over the past four years and those requested now. For grants received and requested, provide a summary of projects and budgets, and indicate the percentage of overlap with this application. If necessary, use additional pages that will be marked " Annex B ".

Title of projet	Source of funding	Dates	Total Budget	% of overlapp

ETHICAL AND SAFETY CONSIDERATIONS

Note that by affixing their signature, the candidate and the host institution agree to comply with all ethics and safety regulations governing the research grant, if applicable. All projects must be reviewed by the relevant evaluation committees before being implemented.

1) **Animal research**

Animal experiments should be conducted according to the principles outlined by the Canadian Council on Animal Care for the care and use of animals.

2) **Human research**

In the case of human research, research should be conducted in a manner that is consistent with the guidelines set out in the inter-council policy statement entitled Ethics of Research Involving Humans. Sometimes projects that contain discussions, sometimes audio or video, with patients, caregivers, family members and associated health professionals, deal with private or confidential matters. Where applicable, the candidate must provide a written guarantee that the persons concerned by this information have consented to its disclosure

3) **Biological and chemical risks**

When the research involves biological and chemical risks, procedures should adhere to the standards set out by the Canadian Institutes of Health Research in the publication entitled Guidelines for the Handling of Recombinantly Produced DNA Molecules and Animal Cells and Viruses.

SUMMARY OF FUNDING REQUEST

BUDGET

a) Wages (salaries (a) + Benefits (b))		Year 1	Year 2
Research assistant	(a) (b)		
Technician	(a) (b)		
TOTAL			
Salaries	(a)		
Benefits	(b)		
b) Equipement			
c) Experimental animals			
d) Equipment and supplies			
e) Others (Specify)			
f) Travel			
f) TOTAL			

The justification for all proposed expenditure should be given on a separate sheet for each year.

Please note the following:

- a) For the purchase of equipment costing more than \$ 1,000, explain the following:
 - i i) the reason why the proposed equipment is essential for the project.
 - i ii) and the fact that it is not accessible otherwise.
- b) Salaries of research interns cannot be included except in the case of certain special grants.

SCIENTIFIC SUMMARY OF THE RESEARCH PROJECT

For all research grant applications, briefly describe on this page the objectives, hypotheses, and research plan. The abstract should clearly explain the relevance of the proposed familial ataxia research project.

SIMPLIFIED SUMMARY OF THE RESEARCH PROJECT

This description should not exceed 500 words. It must emphasize the research objectives and its relevance for familial ataxias. Where possible, the results of this research will be linked to improvements in the treatment of familial ataxias or to their knowledge. (If this application is successful, this summary or edited version of the summary will be posted on the website of Ataxia Canada - Fondation Claude St-Jean www.lacaf.org)

RESEARCH PROPOSAL

Research proposals should not exceed ten (10) pages . This limit does not include references, tables, graphics, figures and photographs. Use at least 12 point font and standard margin all around.

- 1) Relevant documentation for the project
- 2) Objectives and assumptions
- 3) The research plan
 - a) specific objectives
 - b) methodology
 - c) sampling method and rationale for sample size
 - d) data analyzes
- 4) The relevance for hereditary ataxias
- 5) A list of references presented in an accepted format

RESEARCH GRANT APPLICATIONS CHECKLIST

Applicants are asked to use the checklist below to ensure all conditions are met and the application is properly prepared

- 1 ☐ Signature of department head and chair or signing officer of the sponsoring organization.
- 2 ☐ Professional information sheet or CV for the candidate and each co- candidate.
- 3 ☐ Publications.
- 4 ☐ List of all grants, scholarships currently held, approved or requested and link between this proposal and all other funded projects
- 5 ☐ Ethical and Safety Considerations.
- 6 ☐ Budget.
- 7 ☐ Scientific summary, simplified summary
- 8 ☐ The research proposal, not to exceed ten (10) single-spaced pages, excluding references.

NOTES:

•Ataxia Canada - Fondation Claude St-Jean will acknowledge receipt of the request. The candidate must ensure that the application is complete. Incomplete applications will not be considered.

•The scientific evaluation committee will select external evaluator for applications which require qualifications that the committee members do not have. If desired, the candidate may submit, in the cover letter, the names of three experts who do not come in conflict of interest with the proposed research project.

•The candidate undertakes to submit to Ataxia Canada - Fondation Claude St-Jean a written report of the research work funded by the grants granted and to present at the annual general meeting of the Association an oral presentation of his research work

Send your proposal to the following address:
ataxia@lacad.org
