UNIVERSITY OF MANITOBA

CIHR OPEN OPERATING GRANT PROGRAM – SUMMARY OF RESEARCH PROPOSAL PRIMER

The Summary of Research Proposal is the most important page within your application. This page is used not only to determine your application's peer review committee at the Registration phase, but it is likely the only page that will be read by ***most*** members of your committee during the review process. Therefore, it is essential that your Summary Page is carefully prepared and clearly organized to provide an interesting and concise overview of your specific project, but also to emphasize the importance and significance of your research for the respective field and the health care system.

Below are some key points to keep in mind when preparing your Summary Page. Whether you are a **new researcher** or an **established researcher** who has been funded by CIHR in the past, it is important that you take a few minutes to review all of these considerations before finalizing your Summary Page.

- ✓ The Summary Page has been called the "seduction page" and will either help to win over your reviewers or alienate them.[1] Such first impressions of your application count! Take time to prepare this page! (If you want to see examples, contact ORS or ask your colleagues.)

- ✓ Of primary importance, it is essential to ensure that the impact and expected outcomes of your research are clearly described within the Summary Page. As summarized on this page, your research should be novel and should lead to significant new knowledge or improvements to health.

- ✓ Write the Summary Page for both reviewers who are expert in your specific field and for other committee members who may not be as expert on the topic. Provide a strong introductory section that describes the field and the problem or gap in our current knowledge, and why the research needs to be undertaken.

- ✓ At least half of this page should summarize the specific aims and hypotheses of the project and provide an overview of your proposed research plan and methodology. Do not attempt to fit your entire research design onto this one page, but ensure that the reader will have a good understanding of your project by just reading this page.

- ✓ Attention to grantsmanship in the preparation of the Summary Page is absolutely essential. Verify that the length requirement has not been exceeded as ResearchNet will truncate to one page. ResearchNet will allow some formatting to be maintained when the text is copied and pasted into the box. You may also format the text in ResearchNet by clicking on the Bold, Italics and Underline options, but do not overuse these! Also, avoid excessive use of jargon or abbreviations on this page for better readability.

- ✓ **The Summary Page has a critical yet unique function within your application to summarize your project.** Do not merely cut and paste the first page of your Research Plan to meet the requirement to submit a Summary Page. Use this page to convince your reviewers and your review committee of the high merit of your project.

This CIHR **REGISTRATION PRIMER** was prepared by the **Office of Research Services** for your information and reference. Please feel free to contact **Nancy Klos, Associate Director (Research Grants)** at 789-3672 or by email (Nancy.Klos@ad.umanitoba.ca) if you wish to discuss any of the above further or require further clarification.