

DALHOUSIE MEDICAL RESEARCH FOUNDATION

Tips for Capital Equipment Grant Applications

- Ensure you have completed and included all required application pages (sounds obvious and yet every year someone does not follow the directions).
- Ensure you have signed the application. Please write your email address above your signature.
- Ensure you have your Department Head's signature on the application (and please print their name as well – some signatures are beyond decipherable☺).
*** For those with multiple applications from the same Department, please note that the Dept. Head must submit a letter to DMRF listing the applications in order of departmental priority. Failure to do this may void all applications from Department.*
- The DMRF Scientific Advisory Committee (SAC) favours equipment that can be multiuser. However, the committee does recognize that sometimes a researcher has very specialized needs and requires a unique piece of equipment that is critical to their work and that only they will likely use. This unique need must be demonstrated in the application, including explanation of why you cannot share equipment that already exists in other nearby labs.
- Include letters of support. These are especially important and should provide support for multiusers of the requested equipment and/or the caliber and uniqueness of your research work.
- Include a summary of all current and committed funding dollars and what you are or do plan to use these funds for in your research. New faculty should also note any start-up funds to be provided by their department or faculty and how these funds will be used. The DMRF SAC wants to know why your current resources are not sufficient to support your equipment needs.
- Include an explanation of where else you have applied to or plan to apply to obtain equipment funding. The SAC wants to know that you have and/or are trying all avenues.
- You may apply for equipment for any amount to a maximum total of \$30,000 per application. If your required equipment costs more than \$30,000, you must indicate where you expect to obtain the balance. Also, you should indicate what you would do in the event that you could not obtain the balance funding required.
- Requested equipment funding should not include disposable laboratory supplies. The DMRF capital equipment grants are meant to fund long-term equipment apparatus.
- Ask a researcher, who is not in your lab, to read your application and identify any areas that they do not understand or could be elaborated upon.

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