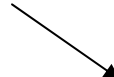


CIHR Application timeline for 2011 *Operating Grants* application

AUGUST 15, 2011: Registration through ResearchNet. All researchers who intend to apply for an *Operating Grant* must register through ResearchNet by August 15, 2011. Applicants cannot submit an application if they have not registered by this date. *CIHR has recently changed their cut-off time for applications to 8:00pm EST for ALL ResearchNet electronic submissions.*



Application Time-line for Internal Review

Application Time-line *without* internal review

August 31: If you would like comments on your grant please email Erin a PDF of your grant during this time frame. If you require an alternate deadline please email Erin at ehuner@uwo.ca to discuss other arrangements.

September 2: All grants received by this date will receive an administrative review. In this review Erin will make sure your application is filled in correctly, that all fields are completed, and that font, font size and margins are correct.

September 8: All grants must be submitted to ResearchNet through the “submit to research office” function*. RDS will review these grants. If problems are found, the grant will be returned to the PI for changes. **PLEASE make sure that your ROLA has been completed by this deadline!**

September 15, 2pm: RDS submission deadline to ResearchNet . All grants must be submitted through the ResearchNet site before this deadline so that your grant can be successfully submitted through our electronic institutional submission.

Your ROLA *must* be successfully submitted with all appropriate signatures before this deadline. Failure to do so will not allow your grant to be submitted to CIHR.

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***Note to applicants:**

The application process for the CIHR *Operating Grant* is entirely online. As such, you will be required to set up an account through CIHR's ResearchNet site. From this account you will be able to log onto ResearchNet and prepare your Operating grant application. By the date of September 8, 2011 you will be required to have submitted your grant online through the "Submit to Research Office" function. This submission makes your grant available for RDS to review. If RDS finds a problem with your grant or if you wish to make any last minute changes to your grant you can contact me or Katy Pocock (katy.pocock@uwo.ca) and your grant can be returned to you. Please specify "Return CIHR Application" in the subject line. On Septemebr 15, 2011, RDS will officially submit your grant to CIHR through ResearchNet.

If you have any questions about this process feel free to contact me at ehuner@uwo.ca, or x 80449.