



Research Application Cover Page

In keeping with Northwood's commitment to review and approve research projects in a timely and efficient manner, we have a specific approval process in place for all research projects.

1. All projects are required to have a Research Ethics Board (REB) Certificate of Approval or the Application to REB.
2. The application for research will be reviewed by Northwood's Research Advisory Council (RAC). The committee will need to ensure:
 - The research is aligned with Northwood's vision, values, mission and strategic plan.
 - Northwood has the necessary resources such as staff and time, if applicable.
 - The application clearly identifies the researcher's funding needs or adequate funding is available to support the project.
3. Go to the Northwood website at www.nwood.ns.ca and click the link 'Innovation' at the top of the screen to access our Research Proposal Guidelines and Researcher's Handbook for background information and assistance with completing the application.
4. Approvals are only valid for one year from notification date and can be renewed after submission of an 'Application for Annual Renewal or Amendment.'

The following documentation is required to complete your application. If your project has already received funding and ethics approval and you are looking to *conduct research at Northwood*, please provide the following documentation:

Research Application Cover Page (this document)
Research Proposal (see Guidelines & Handbook on our website)
Appendices/Attachments as noted in the proposal
Research Ethics Board Certificate of Approval or the Application to the REB
An additional copy of the Executive Summary

If you are requesting *Northwood be a research partner* (e.g. co-applicant). Please complete only the Research Cover Page Form for submission. Please note, a full proposal, appendices, Ethics Certificate and executive summary as outlines our proposal guidelines will be required once developed.

Research Application Cover Page (this document)

Please forward the required documents to: research@nwood.ns.ca



Research Application Form

Project Title:

Sponsor/Source of Funding:

Principal Investigator:

Key Contact Name:

Telephone Number:

Email:

Mailing Address:

Anticipated number of participants (if applicable):

Project Objectives:

Project Description:

Project Resources: (hours for on-site research, number of staff, space, equipment, etc.)

The approval of this proposal is contingent upon:

- Adequate funding being available to support the project
- The researcher providing an update on the progress of the research project upon request.

Name of Principal Investigator

Date

Signature of Principal Investigator