

ESTABLISHING A GRANTS OFFICE



At Hamilton Health Sciences, we recently created a new grants office in our Research Administration department. We learned we had little to no visibility on grant applications that involved our organization which put us at financial and legal risk and compromised our ability to remain a top research hospital in Canada. So, we needed to build a grants office...now what?

Author

Lauren Gogo, MBT
Manager, Research Contracts
Hamilton Health Sciences



INTRODUCTION

Hamilton Health Sciences is one of Canada's top research hospitals serving a catchment area of 2 million people and offering care for all ages, from pre-birth to end of life. We have world-leading expertise in oncology, pediatrics, cardiac and stroke care, aging research and population health. But as a non tri-council eligible entity, most grants have historically been awarded to our affiliated university.

OBJECTIVE



From a risk and branding perspective, it was clear we needed to start to offer grant and funding opportunity support services.

ENVIRONMENTAL SCAN

Our needs assessment primarily asked two questions:

- 1) Why were our researchers **not** submitting funding applications through HHS?
- 2) Were there a significant amount of opportunities HHS was eligible for, outside of tri-council funding?

We found there were a significant number of opportunities our research community could access and hold at HHS that were not tri-council eligible. Our research community cited dual appointments as a main source of confusion and also did not have a firm grasp on what they could apply for due to a lack of dedicated administrative support at the hospital.



PLAN OF ACTION

We decided we would create a completely new grants specialist role at HHS and start small. This position would:

- a) become a point of contact for the research community on funding opportunities
- b) determine and discuss parameters for holding grant funding at HHS
- c) develop a list of non tri-council funding opportunities HHS was eligible for and share this list with the research community in ongoing communications
- d) establish a grant submission decision tree to ease confusion around dual appointments

CONCLUSION

As HHS continues to grow as an academic health sciences centre, the establishment of a grants office has been integral to providing our researchers with the support they need to apply for, and access new funding opportunities. Our goal is to continue to increase the services we offer to attract more funding and enable HHS to become a pillar of scientific research locally, nationally and internationally.

REFERENCES

[HTTPS://RESEARCHINFOSOURCE.COM/CI/2024/TOP-40-RESEARCH-HOSPITALS/LIST](https://researchinfosource.com/CI/2024/TOP-40-RESEARCH-HOSPITALS/LIST)

A YEAR IN REVIEW

382

FUNDING OPPORTUNITIES IDENTIFIED & ADVERTISED

\$20M

CAD APPLIED FOR IN GRANT FUNDING

\$9M

USD APPLIED FOR IN GRANT FUNDING



16

Consultations with researchers



58

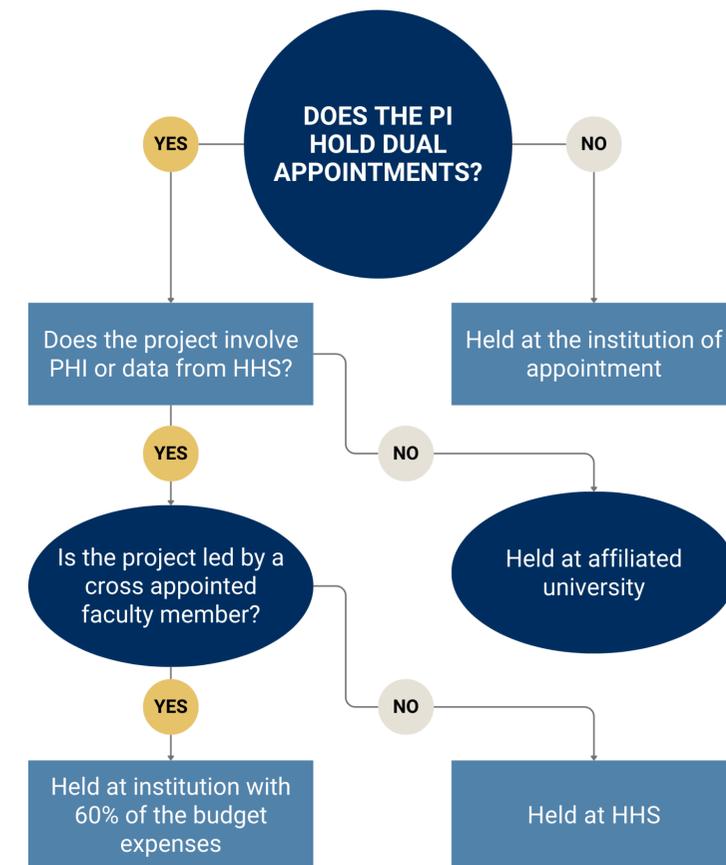
Grant applications supported



150

Registrations for Information sessions and webinars

GRANTS SUBMISSION DECISION TREE



NEXT STEPS

- 1) Ongoing metric collection: these data points are new and will serve as a baseline as we continue to evolve the office and assess additional metrics such as successful applications
- 2) CIHR Eligibility: pursuing tri-council status will allow our research community to access funding opportunities they previously could not hold at HHS
- 3) Expansion: Integrative support with research finance