

CSHP Research Grant Application Project Budget & Justification Version 2016

Use this template to list project expenses correlated with Methods section of your proposal and Work Plan. Ensure all line items are listed and costed. You must also include in-kind items (no cost). Please also justify all line items in your budget.

Note: the following expenses will NOT be covered; do not include in budget: non-scientific personnel salaries (e.g. clerical, indirect project assistant) (see guidance note), conference travel, institutional overhead or administration charges, costs associated with publication of results. *Guidance Note: Eligible funding for salaries include research coordinators, research assistants, research students, biostatisticians, and analysts. Please note: the following budget requests will NOT be funded: salaries of the study investigators, salaries of pharmacy staff who will be providing a service during the study (such as direct patient care or drug distribution operations). For example, if a study intervention requires a pharmacist to provide admission medication reconciliation, discharge medication reconciliation, and discharge patient education, the salary of that pharmacist would NOT be funded, irrespective of whether it is an existing service, newly proposed service, or pilot service. If you have questions about funding eligibility for specific line items, please contact the Chair, CSHP Research Committee sean.gorman@interiorhealth.ca.

Expense Item	Cost (\$)	Totals (\$)	General Description of Line Item	Explain how this item relates to activities outlined in methods/work plan	Describe how the costs were calculated	If in-kind item, explain who is covering this cost
Research Staff (specify)						
Research Coordinator	\$6,142.50		Pharmacy technician qualified/trained to coordinate research	Responsible for completing tasks necessary for the team to complete this research. Please refer to workplan on page 17 of protocol for specific tasks assigned to the coordinator.	0.2 FTE x 7.5 h/d x 5 days/wk x 26 weeks required x \$25/hr PLUS 26% benefits	
Sub-Total		\$6,142.50				
Materials, Supplies, Services						
Biostatistician	\$750.00		Biostatistician to perform inferential analyses.	As per the methods of statistical analysis outlined on page 12 of the protocol, a biostatistician is required to design and run the required analyses.	\$75/hr x 10 hours work	
Health Records Chart Pull	\$1,000.00		Hospital health records department charge a cost for pulling paper health records used for research	As per the methods on page 11 of the protocol, there will be a health records review component to this study. Based on the sample size calculation on page 12 of the protocol, it is estimated that 200 charts are required.	200 health records x \$5/health record	
Printing	\$250.00		Laminated pocketcards	As per the intervention description in the methods on page 10 of the protocol, a laminated pocketcard will be provided to targets of the intervention. It is estimated that 250 pocketcards will be required to disseminate to pharmacists and physicians at the hospital.	250 laminated pocketcards x \$1/pocketcard	
Sub-Total		\$2,000.00				
Equipment						
Digital Audio Recorder	\$0.00		Encrypted digital audio recorder designated for this research	As per the methods on page 11 of the protocol, there will be patient interviews conducted by the research coordinator using a semi-structured interview. This interview will be audio recorded using this device.	These recorders cost ~\$75, however, the Director of Pharmacy has agreed to purchase this device for the purposes of supporting this research.	Hospital pharmacy department has agreed to buy research team a digital audio recorder that is compatible with existing hospital software
Sub-Total		\$0.00				
Other						
Parking for interview participants	\$2,000.00		Compensation for participants' parking charges at hospital	As per the methods outlined in page 10 of the protocol, 200 participants will be required to return to the hospital for one day to participate in an in-person semi-structured interview conducted by the research coordinator. A facilitator for attending the interview is to reimburse the cost of parking at the hospital.	200 participants x \$10/day parking	
Sub-Total		\$2,000.00				
Total Budgeted Costs		\$10,142.50				