



Grant Development Funding Policy

CDTRP's grant development funding policy investment helps support PFD integration, which starts at the pre-award stage. Our investment supports PIs who may not have a budget for PFD remuneration. The funding is intended to support PFD involvement in the grant development phase and is not available retroactively or without approval from the PFD Platform.

Funding Parameters

- PFD partners will be remunerated at a rate of \$50 per hour.
- The maximum remuneration for pre-funding support is 10 hours/\$500 for integrating one or more patient partners.
- Remunerated activities will be discussed and approved in consultation between the PI, PFD Partner, and the PFD Partnerships Manager.
- Approval for funding requires voting from 3/4 leadership members.
- PIs and PFDs are responsible for tracking their hours and jointly submitting them to the CDTRP for payment.
- Payments will be issued at the end of the quarter following the activity.
- If a PI gets funded, then pre-award and post-award PFD remuneration should come from their budget.

Funding Eligibility: A funding request must meet the following criteria to qualify for PFD remuneration funding.

- The request is for pre-award PFD engagement.
- The PI must briefly outline how PFDs will contribute to the development of the grant application and why PFD involvement will strengthen the application.
- The PI has submitted the funding request within the specified timeline:
 - At least six weeks before the funding competition, if a patient partner has already been identified.
 - At least eight weeks before the funding competition, if CDTRP assistance is required to identify a patient partner.
- The request must include an estimated budget for patient partner remuneration.
- Approved funds are distributed according to CDTRP's financial policies and PFD remuneration guidelines.
- Each grant will be reviewed on a case-by-case basis to determine funding eligibility.

PFD Leads will review each request for approval (2-week turnaround).