



Sani Marc Environmental Research and Innovation Stewardship Scholarship

2020 and 2021 National Education Conference Scholarship

Applications must be made online through

www.ipac-canada.org

DEADLINE FOR APPLICATIONS: February 20, 2020

1. GOAL

To provide financial assistance to eligible IPAC Canada members in the form of a scholarship to provide financial assistance to enable an environmental research or innovative stewardship project; to present a project overview during the 2020 national education conference, and to provide results of the project during the IPAC Canada 2021 national education conference. Funding will not be provided to the Board of Directors of IPAC Canada or members who are employed by a commercial vendor.

Examples of acceptable projects, non-inclusive:

- Validation of environmental cleaning or disinfection protocols or procedures
- Mid or Long term statistical studies on the effect of an environmental disinfection measure/procedure on patient HAI
- Development of models to evaluate the effect of environmental disinfection
- Research for the development of new approach for cleaning or disinfection in an hospital setting
- Studies for the screening of potential contaminated surfaces or area in an hospital setting (identification of specific reservoirs)
- Determination of the clinical potential of infection of some microbial reservoirs in hospital or clinical setting

The following topics would be excluded from consideration:

- Product specific efficacy validation study
- Product specific protocol validation or implementation
- Product specific related health and safety issue (patient and staff)

2. POLICY

2.1 The amount of ten thousand dollars (\$10,000) will be set aside for the Scholarship by Sani Marc (the “Sani Marc Environmental Research and Innovation Stewardship Scholarship”). This amount is dedicated to the realisation of the research/project.

2.2 The maximum amount granted to the Recipient (as defined below) per award year would be ten thousand dollars (\$10,000.00) not including the annual conference attendance fees defined at 2.4.1.

2.3 Funding will be provided on an initial payment according to the project description requirements and the remainder supplied on a quarterly basis dependent on progress reports provided to IPAC Canada. Funding payments must be included in the scholarship application. IPAC Canada and Sani Marc will provide flexibility depending on the constraints of the research/project.

2.4 The scholarship will also include:

2.4.1 Attendance at 2020 (Winnipeg) and 2021 (Toronto) Conferences

- a. Hotel (at the Conference rate) – to a maximum of three (3) nights, including all taxes (see conference rate at <https://ipac-canada.org/conference-hotel-information.php>)

- b. Conference registration fee including taxes, to be waived by IPAC Canada, not including special events (see registration fees at <https://ipac-canada.org/ipac-canada-annual-conference.php>)
- c. Travel to the Conference (lowest possible airfare, train fare not exceeding the cost of the lowest possible airfare, or .52 cents/km car allowance per car to an amount not exceeding the cost of lowest possible airfare or train fare), plus taxes. Agency fees, seat selection fees, change fees, and excess baggage charges are not reimbursed.
- d. Meals, snacks and liquor will not be reimbursed.
- e. If the project is presented as a group effort, only one author will be subsidized.

2.4.2 Project Management

- a. 100 hours of professional consultation from Sani Marc including review of protocols, access to laboratory for analysis. Travelling or shipping fees to Sani Marc's laboratory must be planned within the project budget.
 - b. \$2,500 of Sani Marc commodities/products;
 - c. Assistance in developing a presentation for the 2020 conference and presentation of findings at the 2021 conference.
 - d. If any of the scholarship requirements are not completed, scholarship funding will be cancelled.
- 2.5 Applications must be submitted by the published deadline date (see heading). Applications are to be submitted online via a link through www.ipac-canada.org. No other format will be accepted. **No extension to the deadline date will be provided.**
- 2.6 All sections of the online application must be completed and all required/supporting documentation must be attached. Pdf documents are preferred. Applicants must ensure that all documents are attached to the application. **Completeness of applications will be a consideration. If there are any issues with the online submission, please contact IPAC Canada at info@ipac-canada.org or 1-866-999-7111.**
- 2.7 The criteria for eligibility, as set out in the section "Criteria for Evaluating Eligibility"(point 3), will be applied to requests for funding.
- 2.8 Reimbursement of the foregoing conference expenses will be made to the successful applicant (the "Recipient") upon receipt of statement of expenses incurred by the Recipient. Requests for reimbursement must be on the official 2020 Sani Marc Scholarship Expense Form (IPAC Canada Form 46). Eligible expense receipts must be submitted to IPAC Canada within 30 days after the Conference. All fees, including taxes must be clearly detailed on the expense form in the appropriate column. IPAC Canada does not reimburse travel agency fees, seat selection fees, excess baggage fees, change fees, meals, snacks and liquor. No portion of the Award will be dispensed prior to the conference with the exception of 2.3 above. The completed form with receipts should be mailed to IPAC Canada, PO Box 46125 RPO Westdale, Winnipeg MB, R3R 3S3, or couriered to 67 Bergman Crescent, Winnipeg MB, R3R 1Y9, or emailed to info@ipac-canada.org or faxed to 1-204-895-9595. The original receipts that were faxed or emailed **must** be sent to IPAC Canada by mail.
- 2.9 The review of submissions will be completed as soon as possible. It is anticipated that applicants will be notified of the results of the review by the end of March.
- 2.10 The winning projects are expected to start May of the year of acceptance and to end in at the latest in april of the next years. Initial payment of funding for projects are provided in May of the year of acceptance and no payments will be made after April of the next year.
- 2.11 All records of funding requests and awards will be kept by IPAC Canada for a period of seven (7) years.

2.12 Any disputes related to financial assistance should be presented in writing to the Executive Director of IPAC Canada (executivedirector@ipac-canada.org) The Executive Director will investigate the dispute and will issue a decision relating to such dispute. A second appeal may be made to the Executive of IPAC Canada through the Executive Director. The decision of the Executive will be binding on the parties to the dispute.

2.13 Current IPAC Canada Board members and members employed by a commercial vendor are not eligible for funding.

3. CRITERIA FOR EVALUATING ELIGIBILITY

3.1 The selection committee will select from the IPAC Canada membership, one applicant who:

- a. Has demonstrated leadership in research or innovation in the development of an environmental hygiene research or project,
- b. Has submitted clear and sustainable protocols
- c. Is committed to development and completion of the project/research;
- d. Is willing and able to attend the 2020 conference and to present findings at the 2021 conference;
- e. Is eligible for financial assistance based on the criteria set out in this section
- f. Has been a member of IPAC Canada for 1 year at the time of the application deadline.
- g. Is not a member IPAC Canada Board or employed commercial vendor member of IPAC Canada.

3.2 Applications must be submitted online by the published deadline date. Using the established criteria set out below, a sub-committee of the IPAC Canada Board of Directors will complete a project evaluation grid for each project received. From all the projects received, the 3 to 5 projects having the highest score will be re-evaluated in a second round. A Sani Marc representative, along with the IPAC Canada Board of Directors will participate in the second round re-evaluation to select the scholarship winner.

3.3 Applicants must complete the entire application as per the guidelines in the **template below**. Incomplete applications will not be reviewed.

3.4 Applications which are merely duplications of submissions to other IPAC Canada scholarship applications will not be accepted. Applicants must take time to carefully detail the objectives, methodology and their role in the proposed project in their facility.

3.5 The criteria will be reviewed annually by the IPAC Canada Board and Sani Marc. The submission evaluation criteria are in a separate document.

4. RELEASE

All applicants and Recipients must comply with the rules and requirements set by the present. Each applicant and Recipient agrees that Sani Marc Inc, its affiliates, IPAC Canada and their respective directors, officers, employees, agents and assigns are released from any claims, damages, costs or expenses relating to the awarding of the Scholarship or the Scholarship itself.

Submission of this application indicates the applicant's approval to have their name and photograph(s) published.

5. INTELLECTUAL PROPERTY

In consideration of the grant of the scholarship and in recognition of the importance of disseminating the information and the results, findings, procedures and the content of the project achieved in the Sani Marc research and innovation stewardship scholarship, the applicant that is recipient of the scholarship agrees that, IPAC Canada, Sani Marc or any



other instance is granted with a non-exclusive, irrevocable, perpetual, worldwide, fully paid up and royalty-free license allowing the use, copy, modification or improvement, of the information, results, findings, procedures and content of the project (including the intellectual property rights related thereto) for any purpose, it being understood that any use under license shall, when reasonably possible, be accompanied with a credit of attribution to the authors of the project.

 Signature of Applicant
 (Insertion of a full name is accepted as an online signature.)

Date: _____

The following information will be required by the online application process. This is for your information only in order to prepare your application. Do not send these pages to IPAC Canada. They are for your assistance in completing the online application. IPAC Canada will only accept online submissions.

1. Applicant Information	
Applicant Name Academic Credentials Department Facility/Organization Address Telephone Email IPAC Canada Membership Number Number of years in infection prevention and control: Novice (2 years or less) Intermediate (2-5 years) Advanced (over 5 years)	

2. Membership	
2.1 Current IPAC Canada member for at least one year by the application deadline	
2.2 Current Certification Board of Infection Control & Epidemiology, Inc. (CBIC) Certification in Infection Control (CIC®) is preferred but not mandatory.	

3. Essays	
Your application contains the information that will assist the Board in determining which applicant is to be granted an award. All sections must be completed.	
1. A covering letter (noting maximum words prescribed) that describes how the research/project will enhance environmental hygiene and the applicant's interest in presenting preliminary findings at the 2020	

<p>conference and final findings at the 2021 conference.</p> <p>2. An essay (noting maximum words prescribed) that describes each of the following:</p> <ul style="list-style-type: none"> • summarizes the research/project (maximum 200 words) • names the project leader and team • describes how the research/project is innovative (maximum 200 words) • describes the potential impact of the research/project (maximum 200 words) • describes the competence of the project leader and team (maximum 200 words) • provides project objectives, settings and participants (maximum 200 words) • describes methodology and evaluation (maximum 500 words) <p>3. A budget for the research/project (template provided in application form).</p> <p>4. An attestation from the employer that the research/project can be submitted to the Sani Marc Scholarship (document template to be provided as part of the online application).</p>	
---	--

4. Previous Funding/Conference Attendance	
<p>4.1 Indicate previous IPAC Canada National Conference attendance:</p> <ul style="list-style-type: none"> • This is my first conference • I attended a conference in the past 1 to 5 years • It has been 6 or more years since I last attended a conference 	

5. Funding Requested	Funds Required (CDN\$)
Each of the sections must be completed.	
5.1 Travel to 2020 conference site (Winnipeg) and return (including all fees and taxes). Describe method of travel.	\$
5.2 Travel to 2021 conference site (Toronto) and return (including all fees and taxes). Describe method of travel.	
5.3 Hotel – maximum \$210x 3 nights (including 17.25% fees and taxes, at time of printing) (Maximum 3 nights)	\$
5.4 TOTAL TRAVEL/ ACCOMMODATION	\$