

## **Application Guidelines for Canadian Bee Research Fund**

### **WHO CAN APPLY**

The Canadian Bee Research Fund is a registered charity in Canada and as such, follows the guidelines of Revenue Canada in awarding grants to organizations, individuals (or groups of researchers) who are "qualified donees". A "qualified donee" according to their definition means a charitable organization or institution or "Her Majesty in right of Canada or a province" (eg. Govt employee, of Ag. Canada or a Provincial Government involved in research).

For more information on potential applicant eligibility consult:

[Qualified donees - Canada.ca](http://Qualifieddonees-Canada.ca)

<https://www.canada.ca/en/revenue-agency/services/charities-giving/charities/policies-guidance/qualified-donees.html>

### **APPLICATION PROCEDURES AND CRITERIA**

Research proposals must clearly state how the work will benefit the Canadian bee industry.

Projects are expected to be completed within one year of funding, although renewal applications may be considered.

Please submit an electronic version of your application by 15 December to:

Dr. Olav Rueppell  
Chairperson CBRF  
Professor, Faculty of Science - Biological Sciences, University of Alberta  
email: olav@ualberta.ca

### **Cover Page**

- Principal Investigator: Name, address, phone, FAX, e-mail, signature
- Collaborating Individuals/Institutions: Names, addresses, phones, FAXes, e-mail addresses, signatures
- Title of Project • Total of proposed budget for each year
- Names and signatures of relevant administrative persons, if any
- Summary - Provide a brief summary of the objectives and potential benefits of the proposed research.

### **Project Description**

Describe the proposed research, in no more than 4 pages. The proposal should describe clearly:

- the objectives of the project
- the methods used to meet the objectives
- the economic or other benefits that will result.
- where the results might be published and how transfer of new technology to the beekeeping industry will be accomplished

**Budget:**

List the proposed annual budget for each of the following categories for each year requested:

- Salaries and benefits
- Equipment (non-expendables)
- Supplies (expendables)
- Travel • Other (specify) Describe and justify the requested expenses. Note that overhead costs, institutional overhead, administrative costs, and the purchase of long-term capital assets such as vehicles are not eligible for funding.

**Timetable**

Supply:

- a detailed work plan and
- specific milestones to meet the objectives of the project
- resources and personnel available for the project
- responsibilities of each collaborator
- location of work, etc.

Matching Funding Projects with additional or matching funding will be preferred. Describe the funding that you or your institution will contribute to the project, list other funding for which you have applied or will receive towards this project.

Attachments curriculum vitae for the principal applicant and other information relevant to the proposed research (supporting letters, etc.).

**Reporting**

A requirement of the CBRF is that the successful applicant must provide an abstract of their results to the CHC office by December 15th of the year in which the grant was awarded. A final report must be submitted by March 15th of the following year and a presentation of the research project results must be made to the members of the CHC and CAPA at the Annual CHC/CAPA Research Symposium.