



WORKING TO MAKE A DIFFERENCE

FOCUS ON TOMORROW

REQUEST FOR PROPOSALS 2010

RESEARCH AT WORK Application Deadline – January 25, 2010

INNOVATION AT WORK Application Deadline – February 15, 2010

In Partnership with ...



Issued: October 29, 2009

Changes from last years' Request for Proposals

Please note the following changes:

- Notice of Intent deadlines
 - RESEARCH AT WORK December 18, 2009
 - INNOVATION AT WORK January 11, 2010

- Application deadlines
 - RESEARCH AT WORK January 25, 2010
 - INNOVATION AT WORK February 15, 2010

- Opportunity to access existing data set for research relating to safety culture/climate in Canadian workplaces – see page 7 for details

- Increased assistance for applicants wishing to access injury statistics, policy or industry experts, and/or assistance in proposal writing – see page 10 for details

FOCUS ON TOMORROW

REQUEST FOR PROPOSALS 2010

I. Introduction

WorkSafeBC is dedicated to the vision of workers and workplaces safe and secure from injury, illness and disease. In order to achieve this goal, WorkSafeBC, together with its partners, must encourage and support the development and use of the best scientific evidence on issues that workers, employers and the organizations themselves face in seeking to prevent injury and illness, to return injured workers to health and to work, and to provide fair compensation.

To this end, WorkSafeBC offers research grants under its program FOCUS ON TOMORROW. Under its category RESEARCH AT WORK, traditional operating and development grants are made available to researchers affiliated with universities and other research institutions. Under its category INNOVATION AT WORK, grants are made available to a broader group of applicants (including professional researchers, workplace parties, unions, employer organizations, and educators) and are intended to support research for the development of new knowledge and/or practical problem-solving at the workplace level.

Further details on the eligibility criteria, research priorities, and terms and conditions of funding for these categories are contained in this Request for Proposals (RFP). Application forms and guidelines are available on WorkSafeBC's website.

Since 2001, WorkSafeBC has awarded approximately \$14 million in support for 168 research projects under its research program, with projects spanning a broad range of topics promising development toward enhancing workplace health and safety. Some of these projects are also funded through partnership agreements with other jurisdictions (see below). A second competition for INNOVATION AT WORK was launched in July 2009, with results expected to be announced in January 2010.

This RFP describes the various categories of grants currently available under FOCUS ON TOMORROW, the 2010 research priorities approved by WorkSafeBC's Board of Directors as well as our partners' research priorities, and the selection and review process of this competition.

Partnering with Other Jurisdictions

The partnership agreements with the Workers' Compensation Board of Manitoba, the Saskatchewan Workers' Compensation Board, the Workplace Health, Safety and Compensation Commission of Newfoundland and Labrador, the Workers' Compensation Board of Nova Scotia, and Alberta Employment and Immigration are continued. These partnerships provide a cost effective means of leveraging limited research funds in pursuit of common priorities. For more information on partnering with WorkSafeBC, please contact the Research Secretariat.

Research Needs and Relevance

The Board of Directors of WorkSafeBC wants to ensure that research funded through FOCUS ON TOMORROW addresses real needs of the organization and its partners, and of employers and workers in workplaces. The Board of Directors wants to ensure that the research provides tangible, even quantifiable benefits where possible, by helping to identify potential solutions to real problems. In order to help researchers focus on these issues, the following questions are included in the application forms:

- What is the problem to be solved and how will the research attempt to solve the problem?
- How will the research be done?
- Why is the research important and how does the research support WorkSafeBC and/or its partners mandate?
- How will we know if the research has been successful in solving the problem?

The Research Secretariat will facilitate access to assistance for researchers who wish to discuss potential projects. See page 10 for more details.

High Risk Accident Types

The Board of Directors continues to give priority to projects that target reduction of frequency of accident types that result in large numbers of serious injuries for workers in B.C. These are:

- Fall to lower level
- Struck by object
- Fall on same level
- Caught or compressed by equipment or object
- Struck against object

As such, we are inviting proposals for projects that have the potential to significantly reduce the incidence of such injuries and to therefore address specific needs of the organization and its partners, and workers and employers in workplaces. Research topics may address specific industries, occupations, technology, equipment and/or material, work processes, management systems, culture, and/or human factors that influence, or are hypothesized to influence, these traumatic injuries.

The Research Secretariat can provide researchers with some statistics on the number of these claim types by costs, which are further broken down by industry sectors.

Knowledge Transfer and Exchange

As knowledge transfer and exchange is a fundamental component of successful research, we encourage applicants to include potential end users in the design and execution of each research project. For both RESEARCH AT WORK and INNOVATION AT WORK projects, we also require researchers to develop plans and approaches for dissemination of research findings.

II. FOCUS ON TOMORROW - WorkSafeBC's Research Program

FOCUS ON TOMORROW provides funding for rigorous, scientific study as well as practical, shop-floor projects aimed at workplace health and safety and workers' compensation issues that are relevant to B.C. and/or its partners. Applications are invited through competitions for research projects funded under the program's categories: RESEARCH AT WORK, INNOVATION AT WORK, and RESEARCH TRAINING AWARDS. Systematic reviews on specific topics/questions are also requested on an as-needed basis. This RFP specifically addresses FOCUS ON TOMORROW's categories of RESEARCH AT WORK and INNOVATION AT WORK. Information on other categories can be found on WorkSafeBC's website.

RESEARCH AT WORK

This category of funding offers two types of grants – operating grants and development grants. These grants are available to professional researchers for research projects that are scientifically valid, relate to one or more of WorkSafeBC's and/or its partners' research priorities, and demonstrate strong potential to positively impact workplace health and safety and/or the workers' compensation system in our respective jurisdictions.

Operating Grants

Operating grants are for fully developed research proposals. They provide support for research projects, led by an individual or small group of investigators, that address one or more of WorkSafeBC's and/or its partners' research priorities. Operating grants do not have a funding cap per project, and may be awarded for a maximum duration of two years.

Development Grants

Development grants provide funding of up to \$30,000 per project to allow investigators to pursue research projects that may not be developed to a stage that would make them eligible for full funding through our operating grant competition. The expectation is that ideas explored through these projects may lead to development of proposals for operating grants. Development grants are awarded for a maximum duration of one year.

Development projects may take the form of:

- novel approaches to health and safety research
- exploratory, pilot or feasibility studies
- development or testing of new (or untested) techniques or measurement tools (including reliability and validity)
- analyses of previously collected data (e.g. combining data from several studies to examine consistency or strength of observed associations)
- preparatory work for developing a full proposal

Who is eligible for RESEARCH AT WORK grants?

Principal Investigators must be qualified researchers based in or formally affiliated with a Canadian university or other research institution. Principal Investigators based outside B.C. and/or the partners' jurisdictions are eligible for funding; however, relevance of the research to our respective workers and workplaces is an important funding criterion. Researchers are encouraged to conduct field studies or data collection in the respective jurisdictions where possible. Full-time employees of WorkSafeBC are not eligible to be Principal Investigators; however, they may participate as Co-investigators in research proposals submitted to the Research Secretariat.

Projects that have broad applicability or that are of specific interest to our partners are those most likely to be funded through our partnerships with other jurisdictions. Applicants are encouraged to contact our partners directly when considering projects that may be of specific interest to them. Contact information is available at the end of this document.

INNOVATION AT WORK

This category of funding supports research for the development of practical, shop-floor solutions that translate new knowledge into practice, or that solve specific problems in workplaces. It is also designed to support development and evaluation of educational projects that will benefit workers and employers by assisting employers to ensure safety and health protection of workers. Projects may include development of best practices applicable to specific work related activities.

Innovation grants are intended to provide funding for small-scale research projects that will promote increased interaction amongst workplace parties, organizations, and/or researchers. Using collective resources of those who are most affected by its policies and programs will assist WorkSafeBC and employers in ensuring that critical areas of need are addressed and practical solutions are found and implemented. The maximum grant for these projects is normally \$50,000, for a maximum duration of one year.

Who is eligible for INNOVATION AT WORK grants?

Anyone who is a Canadian resident may apply for an INNOVATION AT WORK grant. The experience and capability of the project team will be a primary consideration. Involving the experiences and expertise of people in the workplace and the research/training community will also be an important consideration. We also encourage collaboration among workplace parties, researchers, and educators and prefer projects which involve workplace parties to the greatest extent possible. Full-time employees of WorkSafeBC are not eligible to be a Principal Applicant; however, they may participate as Co-applicants in research proposals submitted to the Research Secretariat.

WorkSafeBC will strongly favour those projects with the highest potential for practical or applied usage, and that have a high degree of relevance for B.C. workplaces and/or our partners' workplaces. Projects that have broad applicability or that are of specific interest to our partners are those most likely to be funded through our partnerships with other jurisdictions. Applicants are encouraged to contact our partners directly when considering projects that may be of specific interest to them. Contact information is available at the end of this document.

Small Initiatives Funding

If you have a health and safety project proposal that supports WorkSafeBC's objectives but does not meet the specific research requirements of FOCUS ON TOMORROW, then you may be eligible for Small Initiatives Funding administered through WorkSafeBC's Industry and Labour Services Department (ILS).

Small Initiatives Funding is intended for projects that promote and enhance occupational health and safety, and may or may not include a research component. Past projects which have received Small Initiatives Funding have included the production of industry-specific training material, health and safety videos, and publications; conducting risk assessments or other trend analysis; and developing awareness programs.

Proposals must have clearly defined deliverables and timelines, and should include bipartite support where possible. Preference will be given to proposals that result in outcomes that can be immediately applied by industry to improve health and safety and to those applicants with financial or in-kind contribution.

Selection is made through an internal committee process and is based on need and relevance to B.C. workplaces. Grants are generally up to \$15,000 per project, but may vary. For more information, email rosalinda.sanchez@worksafebc.com with your name indicating the industry your proposal focuses on.

III. Research Priorities

Generally, WorkSafeBC and its partners will consider projects that fall within their mandate of occupational injury and disease prevention, successful rehabilitation and return-to-work, and fair compensation. WorkSafeBC's Board of Directors will give priority to proposals that support one or more of the organization's key strategic initiatives and that have a clear potential to positively impact health and safety in B.C. workplaces or the workers' compensation system.

Within the general priorities as discussed above, the Board of Directors has identified a list of specific issues of concern for 2010. The list includes the priority items from last year, but with new, expanded, or altered priority items.

2010 Research Priorities

Reducing the frequency of accident types that result in large numbers of serious injuries

- Fall to lower level
- Struck by object
- Fall on same level
- Caught or compressed by equipment or object
- Struck against object

Societal Change in Occupational Health and Safety

- Influencing general attitudes to workplace safety, including the effectiveness of social marketing
- Changing high risk behaviours

Emerging Occupational Diseases

- Infectious diseases
- Work-relatedness of neurological diseases
- Occupational related cancers
- Work-relatedness of Degenerative Disc Disease and/or Spondylolisthesis
- Workplace use of carcinogens, mutagens, reproductive hazards (endocrine disruptors, solvents) and sensitizing agents – analysis on reported incidents, exposures, first aid reports, and potential use of less toxic alternatives

Compensation/Rehabilitation Issues

- Evidence-based treatment or management of chronic pain (including cognitive behavioural therapy)
- The effectiveness of high energy shock wave therapy in the treatment of certain musculoskeletal injuries
- Assessment of whether the current approach to compensation adequately reflects the impact of chronic pain on workers' earning capacity
- Employability assessments – six-month and longer term follow-up to determine the outcome for workers
- The impact of pre-compensation disability management on claims and return to work
- To what extent are work-related injuries, diseases and deaths under-reported?
 - Why do people with asbestos-related illness not file claims?
 - To what extent are work-related fatalities, as recorded by hospitals and vital statistics, reflected in WorkSafeBC data?
 - Are work-related injury rates among ethnic minorities in B.C. proportional to their representation in the workforce?
- What impact does the survival of a serious (non-permanent disability) work-related injury have on subsequent claims experience?
- Are vulnerable workers including temporary foreign workers, agricultural workers, and newly immigrant workers aware of and acting on their rights and responsibilities under the *Workers Compensation Act* and corresponding regulations?
- Worker population profiles - claim and injury comparisons
 - Do injury and claim rates among workers with temporary work visas in B.C. compare differently with the general population of workers in B.C.?
 - Are there differences in the population of those whose claims are initially denied from the population of those whose claims are initially accepted?
- Solutions in reducing musculoskeletal injuries – examining effective ergonomic interventions and their effect on return to work

Prevention Issues

- Implications of key shifts in the economy (e.g. changing employment relationships) for the workers' compensation system in B.C.
- Measurement of safety culture/climate or other leading indicators of safety at the firm, sector, or economy-wide level
- Comparative study of the health and safety culture and practices in the upstream Oil and Gas, Construction, and Logging industries to identify factors contributing to the differences in injury rates between these sectors
- Evaluation of prevention initiatives, including the impact of educational materials and training initiatives at the sector or economy-wide level
- Joint Health and Safety Committees – compliance and effectiveness
- Do workers with first-aid certificates have fewer work-related injuries?
- The efficacy of safety-engineered medical devices, and inter-type comparisons, in preventing work-related injuries – including assessment of the suitability of safety-engineered scalpels in various surgical procedures
- Development and evaluation of resources for workers and employers to assist in identification and use of toxic substance substitutions in the workplace

Occupational Health & Safety Research Analysis Opportunity

The Association of Workers' Compensation Boards of Canada (AWCBC) Safety and Prevention Committee is inviting researchers to participate in a project to evaluate six years of existing occupational health and safety data – to inform development of generic indicators to measure and predict health and safety culture/climate in Canadian workplaces.

The existing data was collected through a baseline safety climate perception survey developed by WorkSafeNB's Health and Safety Improvement System, and administered to New Brunswick workplaces.

The survey focused on the following broad themes:

- *Health & Safety Responsibility • Management Commitment*
- *Employee Involvement Hazard and Risk Management • Health and Safety Education*

Researchers interested in accessing this data to develop a methodology to measure health and safety culture in workplaces across Canada may contact [Vincent Russell](#) or [Andy Rauska](#) for more information.

Research proposals may be submitted to the Research Secretariat under this current competition.

In addition to the above priority items, partner jurisdictions have identified the following areas of interest. (Applicants are encouraged to contact our partners directly when considering projects that may be of specific interest to them. Contact information is available at the end of this document.)

Workers' Compensation Board of Nova Scotia:

- Influence of worker health and safety centres on nature, rate, severity and duration of workplace injury, and on levels of worker advocacy for safety at the workplace
- Scan and analysis of occupational health and safety content in the curricula of Canadian public and post-secondary school systems' education curriculum, including nature of content, length of time allotted in curricula, outcomes and assessment methods, and whether mandatory or elective programming
- Impact of musculoskeletal workplace injury on health systems
- Relationship of fatigue to nature and severity of workplace injury and effectiveness of alternative workplace scheduling approaches

- Effectiveness of incentive and disincentive initiatives programs used by Canadian workplace safety and insurance systems
- Identify best practices for influencing business leaders in making sustained health and safety improvements in their companies.
- Identify leading indicators for workplace capacity to sustain improved health and safety performance
- Do employer-supported industry safety associations improve levels of workplace health and safety programs, and reduce workplace injury and illness? Do employers consider safety associations a good investment?
- What is the impact of social marketing on improved workplace health and safety and injury prevention? How can a cost benefit analysis be made?

Alberta Employment and Immigration:

- Occupational cancers – causation, number of actual incidences of work-related cancers versus number of incidences claimed/paid through workers' compensation
- Motor vehicle fatalities – investigations, causes, incidences
- Health and safety in the retail sector
- Best practices in health and safety in the public sector
- Occupational disease tracking systems – identifying exposures, collection of accurate incidence data

Workplace Health, Safety and Compensation Commission of Newfoundland and Labrador (WHSCC):

- Health care provider outcomes based on effective (medical) interventions for repetitive strain injuries
- Environmental scan of national occupational health and safety education curriculum
- Occupational cancers – causation, number of actual incidences of work-related cancers versus number of incidences claimed/paid through workers' compensation
- Occupational disease tracking systems – identifying exposures, collection of accurate incidence data
- Injury rates among new entrants to the workforce and their knowledge and/or training on health and safety

Saskatchewan Workers' Compensation Board:

- Effects of shift work and development of best practice guidelines to decrease risks of shift work
- Ergonomics in health care
 - Prevention of musculoskeletal injuries among Saskatchewan health care workers
- Noise induced hearing loss in industry sectors such as construction, steel fabrication, and manufacturing
 - What is the rate of injury and are these injuries under reported?
- What are the (unknown) impacts of uranium mining on Saskatchewan workers?
- Best practices in health and safety in the public sector
 - What are the specific issues in the public sector and how can prevention efforts be improved?
- Impact of duty to accommodate legislation
 - What is the value/effectiveness of legislating/obligating employers to have return to work programs in place as part of their legal obligation to accommodate? How is it monitored or enforced?

- Societal change in health and safety
 - How do we influence general attitudes to workplace health and safety?
 - How do we change high risk behaviours?
- Prevention of injuries in youth (15-24 years)
 - Of the many prevention programs geared to youth, which are most effective, and why?
- Impacts of financial incentive/disincentive programs
 - Are some programs more effective than others?

IV. How to Apply

Notice of Intent

Prospective applicants should first submit a notice of their intention to apply for funding. The notice should be sent via email by 4 pm, **December 18, 2009** (RESEARCH AT WORK); and by 4 pm **January 11, 2010** (INNOVATION AT WORK). The notice of intent should include:

- the name of the program category under which the grant is applied for
- the title of the research and a one-paragraph summary of the proposed research
- the contact information and name of the Principal Investigator/Applicant, and
- the identities of other key personnel and participating institutions

Although the notice of intent is not binding and will not be used in the review of the application, the Research Secretariat will use the information it contains to estimate workload and to identify potential reviewers.

Application Procedures

All forms and application materials are available for download from WorkSafeBC's website. When completing the application form, applicants should review the guidelines for completing specific sections. The proposals must address all criteria as described below under "Evaluation Process and Criteria for Peer Review".

Allowable Costs

Applicants must provide a detailed budget, with accompanying justification for all operating expenses. The budget must be consistent with the stated objectives and planned activities for the project. Applicants should consult the application guidelines as well as the *Guidelines for Allowable Travel Expenses* for a listing and description of allowable costs and activities.

Note: indirect/overhead costs are not permissible.

Assistance Available for Applicants

Injury Statistics: Projects that target the reduction of high risk accident types are a priority for WorkSafeBC. The Research Secretariat can assist researchers with obtaining statistics for research projects of this nature.

Access to Policy or Industry Experts: It is necessary that research projects funded through WorkSafeBC address workplace health and safety and related needs of organizations, employers, and workers. The Research Secretariat will facilitate access to WorkSafeBC's policy experts for researchers who wish to discuss research needs and relevance of potential projects. Please see WorkSafeBC contact information at the end of this document.

Industry and Labour Services Department of WorkSafeBC is committed to supporting improved workplace health and safety among and across industry sectors. In doing so, it partners and builds relationships with varying industry stakeholders. In recognition of challenges to linking research project ideas to relevant and workable designs and solutions, researchers are invited to contact ILS for support and assistance relating to potential research projects. ILS may be able to i) assist researchers in identifying specific industry needs; ii) provide advice on technical aspects of projects; or iii) provide linkages to industry stakeholders. For assistance in these areas, contact Rosalinda Sanchez by phone (604) 231-8494 or email rosalinda.sanchez@worksafebc.com.

Assistance in Proposal Writing: For assistance in proposal writing, applicants are encouraged to visit the British Columbia Environmental and Occupational Health Research Network website to view its [Grant Writing Toolkit](#). This toolkit provides useful tips on grant writing in general, with specific reference to the INNOVATION AT WORK category of funding.

Applicant Consent Form for Use and Disclosure of Personal Information

A signed form must be attached to the application form for **each** project team member whose personal information is included in the application.

Ethics and Protection of Privacy

In the conduct of its work, the Research Secretariat subscribes to and acknowledges its obligations under applicable legislation regarding research involving humans and privacy protection. As such, all proposals involving human participants must submit an ethics review certificate from their institution to the Research Secretariat before funds will be released. Those who are not certain about how to obtain an ethics certificate may contact the Research Secretariat. In addition, applicants must provide a detailed security plan to ensure that there are reasonable administrative, technical and physical safeguards to prevent unauthorized use or disclosure of records.

Award Criteria

The Research Secretariat awards research funds on a competitive basis. All applications submitted in response to this RFP will compete for available funds with all other applications.

The following will be considered in making funding recommendations:

- quality of the proposed project as determined by peer review
- relevance of the project to WorkSafeBC and/or our partners' workplaces, and
- availability of funds

Evaluation Process and Criteria for Peer Review

Research proposals submitted to the Research Secretariat are evaluated in a three-stage process. This process is designed to be scientifically/methodologically credible, and transparent and accountable, while emphasizing relevance to B.C. and/or the partners' workplaces and the workers' compensation system:

- Stage 1:** preliminary review by the Research Secretariat
- Stage 2:** peer review by experts
- Stage 3:** relevance review by a cross-divisional committee of WorkSafeBC staff and an external advisory committee

Upon receipt, the Research Secretariat will review all applications for completeness and for compliance with the parameters of this competition. Proposals that are not complete, do not provide adequate information in the required sections, exceed length limitations or are otherwise in a form that is unacceptable for peer review, will be returned to the applicant without further consideration.

Applications that are complete and that comply with this RFP will then be evaluated by peer reviewers. Peer reviewers are asked to evaluate the project's originality, importance, innovation (under the INNOVATION AT WORK category), methodology, and knowledge, expertise and experience of the research team. Peer reviewers are also asked to comment on the proposed budget.

Applications that pass peer review are finally screened for relevance by a cross-divisional committee of WorkSafeBC staff and by an external advisory committee that includes worker and employer stakeholders. Staff of the partner jurisdictions will participate in the screening of proposals for studies on the topics of their respective interests.

Funding Decisions and Notification of Applicants

On completion of the review process, the Research Secretariat will receive the ranking lists, merit scores (ratings) and recommendations for the applications submitted. The Research Secretariat will then present the recommendations to the Board of Directors. Final authority for approving WorkSafeBC funding rests with the Board of Directors.

The Research Secretariat will notify the successful applicants and then the names of the individual researchers and research team members will be posted on WorkSafeBC's website.

General Terms and Conditions of Funding

All standard terms and conditions, as specified on WorkSafeBC's website, shall apply to those projects funded through FOCUS ON TOMORROW. General terms and conditions of funding cover such areas as:

- Applicant and Institutional Responsibilities
- Ethics
- Official Language Policy
- Access to Information and Privacy Acts
- Acknowledgement of WorkSafeBC and/or our partners' support, etc.

Successful recipients will be informed of any special conditions when they receive their notification of funding. The Principal Investigator/Applicant (with funding responsibilities) will be required to submit a financial report describing how the grant funds were used at the end of the term of the grant.

Deadline for the Submission of Application Materials

A signed original (hard copy) of the application plus 3 single sided copies **must** be received by the date and time indicated below:

RESEARCH AT WORK – 4pm January 25, 2010

INNOVATION AT WORK– 4pm February 15, 2010

Late applications will be returned unopened and without review. The only materials that will be accepted after the deadline are ethics certificates.

Deliver packages to:

**Research Secretariat
WorkSafeBC
Level 2 Main Building
6951 Westminster Highway
Richmond BC V7C 1C6**

Contact for Further Information:

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