



# Funding Facts

## CIHR Application Requirements



AUGUST 2024

### Formatting Guidelines



**Font:** Use a minimum of 12 point, Times New Roman font in black type. Do not use condensed fonts. Superscript and subscript text are allowable. You may use other fonts and font sizes for text in tables, charts, figures, graphs and legends only, as long as it is legible when the page is viewed at 100%.

**Line Spacing:** Use a minimum of single line spacing. Do not use narrow line spacing.  
*\*note: in Microsoft word, in the paragraph settings, select the line spacing option 'single'*

#### **Character**

**spacing:** Use normal/standard character spacing. Do not use condensed character spacing.

**Margins:** Insert a minimum margin of 2 cm (0.79 inch) around all pages. Margins may include page numbers in the header or footer (number only) but must otherwise be empty and contain no text or images.

**Page limit:** Observe page limitations. Additional pages may NOT be added unless specified.

**Page size:** Use only letter size (21.59 X 27.94 cm / 8.5" X 11"), white paper/background for all attachments. Photo-reduce the supporting documents if the originals are larger than 21.59 X 27.94 cm / 8.5" X 11".

#### **Attachment**

**format:** Attachments must be uploaded in PDF format (unprotected). It is important to confirm that the final PDF document complies with the formatting requirements. The size of the attached document(s) cannot exceed 30 MB per document.

**All tables, charts, figures and photographs must be INCLUDED in your Research Proposal and NOT as separate attachments!**



If you have further questions, email [grantsadministrator@chrim.ca](mailto:grantsadministrator@chrim.ca)