

WRI-BASED PROJECTS

Timeline: Please prepare required documents as your schedule allows. Once submitted, please allow five (5) business days for final approval.

Links

01

START THE PROCESS

- ☐ Contact the Research Coordinator and Manager to express interest in starting a research project, request documentation, and ask any process-related questions.

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02

PREPARE WRAF

- ☐ Complete the Waypoint Research Application Form (WRAF).

[WRAF](#)

03

SUBMIT FOR INTERNAL REVIEW

- ☐ Submit the completed WRAF to the Research Coordinator to initiate internal review.

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04

APPROVALS

The Research Coordinator will circulate the WRAF to the Research Manager and Director for review*.

- ☐ Incorporate any feedback provided by Manager and/or Director.
- ☐ Director provides final approval.

**Review will occur within five (5) business days.*

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NEXT STEPS

Proceed to "Research Ethics Board Application" and begin to prepare the required documentation.

- *WRAF must be approved before an REB application can be submitted.*

[REB
PROCESS](#)

SUPPORT AND RESOURCES

- Contact Research Coordinator and Manager for additional support with the WRAF or the application process.