CIHR: Master’s Level (CGSM)
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What is a CGS-M?

- The Canada Graduate Scholarships – Master’s Program (CGS-M)
  “a single, harmonized application process for the three federal granting agencies: the Natural Sciences & Engineering Research Council of Canada (NSERC), the Social Sciences & Humanities Research Council of Canada (SSHRC), and the Canadian Institutes of Health Research (CIHR). These three agencies are also referred to as the *Tri-Council*.

- The CGS-M is valued at $17,500 for 12 months. It is not renewable.

- Awards must be held at the university where the offer of award originates.

- Information about CGSM is hosted on the NSERC site – don’t let that confuse you.
CIHR Funding is for:

all areas of health research, including biomedical, clinical, health services and policy, and social, cultural, environmental and population health.

**GOAL** – The Canada Graduate Scholarships Master's Awards are intended to provide special recognition and support to students who are pursuing a Master's degree in a health related field at a Canadian institution. These candidates are expected to have an exceptionally high potential for future research achievement and productivity.
Applications to CIHR must meet the following criteria:

- The intended outcomes of the research must, primarily improve or have an impact on health and/or produce more effective health services and products and/or strengthen the Canadian health care system.

Applications to SSHRC must meet the following criteria:

- The program of research must be primarily in the social sciences and humanities (i.e., aligned with the SSHRC mandate and;
- The intended outcome of the research must primarily be to add to our understanding and knowledge of individuals, groups, and societies - what we think, how we live and how we interact with each other and the world around us.

Applications to NSERC must meet the following criteria:

- The program of research must be primarily in the natural sciences and engineering;
- The intended objectives of the research must be, primarily, to advance knowledge in one of the natural sciences or in engineering.
Guidelines for the Eligibility of Applications in Psychology

Applicants should consider the following guidelines in their decision to apply to a federal granting agency if their research is in the field of psychology:

SSHRC considers eligible applications within the broad areas of social, industrial, developmental, personality and educational psychology. SSHRC also considers eligible proposals related to theory and methods in these areas. SSHRC does not support clinically-oriented research, with a health intent or research involving clinical trials.

NSERC considers eligible applications that relate to fundamental psychological processes, their underlying neural mechanisms, their development within individuals, and their evolutionary and ecological context. Fundamental processes are understood to include:

- Sensation and perception;
- Sensorimotor integration;
- Motivation, emotion and reward;
- Learning and memory;
- Cognition and language;
- Sleep, arousal and the chronobiological modulation of behaviour; and,
- Statistical methods for analysis of psychological data.

NSERC does not support clinically-oriented research.

CIHR supports all research in psychology that has direct relevance to or ultimate impact on human health.
Eligibility Requirements: Part One

- Must be a Canadian citizen or permanent resident

- Must be enrolled in, have applied for, or will apply for full-time admission to an *eligible* graduate program at the master’s or doctoral level at a Canadian institution with a CGS M allocation;

- The program of study must have a significant research component

- Not have previously held a CGS M. For CIHR and NSERC, scholarship support for graduate studies cannot exceed a total of four years of funding

- Have achieved a first-class average, as determined by the host institution, in each of the last two completed years of study (full-time equivalent);

- Submit a maximum of one scholarship application per academic year to either CIHR, NSERC or SSHRC

* An eligible program is one at an institution with a CGSM quota*.
Eligibility – timing

As of December 31 of the year of application have completed between zero and 12 months of full-time studies (or full-time equivalent) in the program for which you are requesting funding, which may be:

- a master’s program;
- a combined master’s-doctoral program;
- a master’s program that will transition to an eligible doctoral program, either before or after award activation, with no master’s degree conferred (i.e., fast-track); or
- a master’s program for which the degree requirements will be completed before the end of the award, allowing the award to continue into an eligible doctoral program; or
- between four and 12 months of full-time study (or full-time equivalent) in a master’s program for which the degree requirements will be completed before activation of the award, allowing it to be activated during the subsequent doctoral program for which you are requesting funding (CIHR and NSERC only);
Application Process

The application is done electronically through the Research Portal – Deadline December 1, 2018

In addition to the application, students must complete the Canadian Common CV which you will be required to upload as part of your application. Links to the CCV are found under the Research Portal.


The link to the CCV

https://ccv-cvc.ca/indexresearcher-eng.frm

…..under the CV tab, select Funding and then for Funding Source, select CGS-Master’s
New Requirements - EDI

- New this year, completion of a personal profile related to Equi
  t, Diversity and Inclusion is required.

- However, it is not used in the review or selection process and you ma
  y choose – “I prefer not to answer”

- This section should come up first once you create a login and then log onto the Research Portal
Research Portal Login

Welcome to the Research Portal

Account

The Research Portal is intended for use only by individuals participating in the preparation of applications/nominations for funding from the Canada Research Chairs, the Research Support Fund, and other programs of the Natural Sciences and Engineering Research Council of Canada (NSERC) and the Social Sciences and Humanities Research Council of Canada (SSHRC), in the administration of awards, and in the merit review of applications.

Before using the Research Portal, you must read the Terms and conditions and Transparency (see below). When you login and use this system, it means that you understand these policies and conditions and you consent to the use of your personal information for administrative purposes.

Notice: Maintenance Window

This system will normally be unavailable to users Saturdays from 3:30 to 9:00 a.m. (Eastern), as well as on the second Wednesday of each month from 6:00 to 10:00 p.m. (Eastern).

Sign In

Email:

Password:

Sign In

New here? Create account

I forgot my password.
Select the Right Application

Welcome Yvonne Rondeau

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Application – Research Portal
Creating the CCV

- instructions are available online - http://www.nserc-crsng.gc.ca/Students-Etudiants/CCV_CGSM-CVC_BESCM_eng.asp

**TIPS**

- Before you begin creating your CGSM CCV read through the instructions; you may also want to print them or have them available on another tab as you complete the CGSM CCV.

- Your CGSM CCV is intended to be a progressive document that you can add information to as you progress through your education and into your career.

- As you work on your CCV be sure to save and record your confirmation number – this is the number you will use to link your CCV to your application in the Research Portal.
Summary of the Application Process

A complete application has 3 sections

- Identification
- Activity Details,
- Summary of Proposal (different from outline of proposed research)
  An outline of proposed research (one page max, plus one page for citations) you create this in Word and attach as a PDF

CV (to be completed on the Canadian Common CV online system)

Two letters of reference (to be uploaded online by referees before December 1st)

Official transcripts from all postsecondary institutions attended, including UVic even if you just started your program and have no grades on the transcript; it is used to confirm registration and months of study (scanned into one PDF, including the legend and uploaded) applications with unofficial transcripts will be considered ineligible and removed from the competition
Evaluative Criteria

Achievements and Plans of the Candidate (50%)

- Academic record (first class average)
- Scholarships and awards held
- Duration & Type of program and courses/Course load

Characteristics and Abilities of the Candidate (30%)

- Quality and originality of contributions to research
- Research experience and relevant work experience/academic training
- Significance, feasibility and merit of proposed research
- Judgment and ability to think critically and to apply skills and knowledge

Personal Characteristics and Interpersonal Skills (20%)

- Work experience
- Leadership potential such as organizing conferences
- The ability or potential to communicate theoretical, technical and/or scientific concepts clearly and logically in written and oral formats
- Involvement in academic life and/or Volunteerism/community outreach
A special word about the research training environment

In addition to evaluating your research proposal and personal attributes, the review panel may also look at your training environment,

- Is the training environment one in which the candidate will be inspired and challenged? The research supervisor's scientific productivity and impact (i.e., publication record, significant contributions to research) may be assessed.
- Demonstrated evidence that adequate resources exist in the training environment to enhance the scientific development of the candidate.
- What is the likelihood that the candidate will be inspired to continue on in research?
Presentation Standards for the CGS-M application

You will be responsible for submitting an application that conforms to precise standards.

Include your name in the page header (on every page).

• For multipage attachments, number the pages sequentially.

• Text must be Times New Roman regular 12 pt or a comparable font – condensed type is not acceptable.

• The maximum number of pages permitted is indicated in each section of the application. Pages in excess of the number permitted will be removed.

• If you have supporting documents written in a language other than English or French, you must provide a translation of the document in English or French.

• All attachments must be in PDF format before they can be attached to the electronic application.

NOTE: The instructions indicate that you have one page maximum for your research proposal and one page for citations; don’t be confused by the text on the application which might seem like you have two pages for your research proposal.

CAUTION “Incomplete applications will be rejected, and applications that do not meet presentation standards may be rejected or at a disadvantage.”
Stages of the Review Process

After applications have been submitted, they will be reviewed in three stages:

1. By FGS for eligibility and completeness;
2. A review done by individual academic units to select final CGSM nominees;
3. An Adjudication Committee composed of UVic faculty members who review and rank nominated applications and select which applications will be offered CIHR CGSM awards. The first round of award offers will be made on April 1, 2019 in the Research Portal.

NOTE: Each university has a set allocation for each granting agency. The allocation is the total number of scholarships that the university is allowed to offer in the annual competition. The CIHR UVic allotment is 4.
Working with your “Coach”

Seek advice ASAP (due date looming)

• The coach’s role is to provide positive criticism on your research proposal, not to guide you in the selection of a topic or help you find a supervisor.

• Will try to help with clarity, comprehensiveness, and ‘capturing the interest’ of your reviewers.

• Not a guarantee that you will get the scholarship!
Planning for Success

✓ Grades matter!

✓ Sponsor Letters are very, very important – choose wisely

✓ Emphasize publications, research experience, professional experience

✓ Work on the research proposal and the full application in collaboration with your supervisor/mentor. A strong training environment where you will get exposure to research and have research networking and mentoring opportunities is essential

✓ Be prepared to produce multiple drafts.....set up an internal review system – other students who have been successful, other applicants, profs, etc.
The “Narrative/Your Research Story”

- A well-laid out proposal says to a committee “this person knows what they are talking about and has a concrete plan of action”
- Use language well - make your proposal one they will want to read!
- Make the argument that your research is relevant, unique, and will benefit the health of Canadians
- Identify how this research fits with your longer term academic goals
- Think about the ‘audience’ (provide a rapid introduction for *intelligent non-specialists*, avoid jargon and only use recent references)
Tips for Soliciting Great Scholarship Reference Letters

Probably the most overlooked part of the application process. All applicants being considered for a competitive scholarship program are already first class, so the letters can help to distinguish you from others by highlighting your uniqueness!

1. **Choose your referees wisely.** Think of the reference letter as an integral part of the scholarship application package that will present an accurate and complete picture of your achievements and research potential. Your referees should be familiar not only with your academic abilities, but also with your broader interests and background especially if these relate to and enhance your ability to carry out the proposed research.

2. **Provide your referees all the information they need** to write a strong letter. It is often a good idea to provide your referee with the following information:
   - your CV; your proposed course of study and area of research;
   - a comprehensive draft of your research proposal; your academic record; and
   - a personal statement that includes career goals, interests, and extracurricular activities.

   Finally, it is vital that the referee knows the selection criteria and weighting (if applicable) **Ask that the adjudication criteria be specifically addressed**. Relating your achievements, skills, and research directly to the adjudication criteria strengthens your case.

Summary - Ideally, a reference letter should specifically address your academic excellence, research potential, publication record, oral and written communication skills, and your interpersonal and leadership abilities. A referee should be able to support his/her claims with specific, concrete evidence and comment on your academic achievements in order to indicate your research potential. A reference letter also provides an opportunity to emphasize extraordinary achievements in light of where you are in your program and your research career. To assist your referee, provide information to highlight these relationships.
Be Bold!

What gives you the edge over others being considered? What makes you memorable?

Adjudication committees look for the extra excellence of a student when considering their evaluations.

Unique qualities and skills, such as communication and leadership abilities, can be demonstrated through participation in extracurricular and community activities, and volunteer service. Most committees look at what you have already accomplished, but even more so, your potential to accomplish more in the future.
Final Observations

• Scholarship competitions are still going to be, on occasion, unfair.
• There will be comments that come with the decision.
• Take the advice that makes sense to you; ponder the rest, and then accept or reject it.
Summary

Five Steps

- Get going on the Common CV
- Find your Referees and get them committed
- Assemble your application
- Submit your application
- Await notification of decision
Where to now? How do I remember all this information?

All the information presented today will be available on the Faculty of Graduate Studies website under External awards and fellowships


There are videos on the tri-council website!

Resources

1. For questions about the technical aspects of the application process

Faculty of Graduate Studies Scholarship Officers
- Yvonne Rondeau: scholoff@uvic.ca
- Kathy McCarthy: fgsaward@uvic.ca

2. Questions/guidance with your research proposal content

Dr. Patricia MacKenzie: patmack@uvic.ca
Thank You

Questions?