Frederick Banting and Charles Best
Canada Graduate Scholarship (CGS)
Doctoral Program

2018

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Today's Agenda

✓ Outline of CIHR doctoral award program
✓ CIHR Application Process
✓ Tips for Grants crafting
✓ Question/answer time
Applications will be accepted in all areas of health research, including biomedical, clinical, health services and social, cultural, environmental and population health with a goal to generate “research leaders of tomorrow”.

GOAL - to provide highly-qualified individuals with an opportunity to gain training in conducting high quality research in all areas of health research with an intention to generate new or expand the existing knowledge base.

THE CIHR DOCTORAL FUNDING APPLICATION DEADLINE IS OCTOBER 2nd, 2018
Types of Awards

The *Frederick Banting and Charles Best Canada Graduate Scholarships Doctoral Awards (CGS-D)* program provides special recognition and support to students who are pursuing a doctoral degree in a health-related field in Canada.

The *Doctoral Foreign Study Award (DFSA)* provides special recognition and support to students who are pursuing a doctoral degree in a health-related field abroad.

- Applicants apply to the CIHR Doctoral Research Awards competition and top-ranked applicants are awarded a CGS-D or DFSA depending on the proposed primary location of study. Changes of location from Canada to abroad or vice versa will not be considered by CIHR.

Canada Graduate Scholarship recipients may be considered for the honour of having their scholarship named a "Canada Graduate Scholarship to Honour Nelson Mandela". To be considered for this honour, you must complete the “Canada Graduate Scholarship to Honour Nelson Mandela Identification Form”.

All applicants are expected to have an exceptionally high potential for future research achievement and productivity.
Overarching Research Themes

- Biomedical
- Clinical
- Health systems services
- Social, cultural, environmental and population health
CIHR Institutes

- Institute of Aboriginal Peoples’ Health
- Institute of Aging
- Institute of Cancer Research
- Institute of Circulatory and Respiratory Health
- Institute of Gender and Health
- Institute of Genetics
- Institute of Health Services and Policy Research
- Institute of Human Development, Child and Youth Health
- Institute of Infection and Immunity
- Institute of Musculoskeletal Health and Arthritis
- Institute of Neurosciences, Mental Health and Addiction
- Institute of Nutrition, Metabolism and Diabetes
- Institute of Population and Public Health
Funds are available to encourage and support applications in specific areas that are aligned with CIHR's research priority areas and mandates. For 2018 the research priority area is:

_Research in First Nations, Métis, and/or Inuit Health_

Further information can be found on the CIHR website:

The total amount available for the CGS-D competition is $14 million, enough to fund approximately 133 awards.

The total amount available for the DFSA competition is $1.05 million, enough to fund approximately 10 awards.

The maximum amount per award is $35,000 per year for up to three years.

Award funding is allocated as follows:
- Stipend: $30,000 per annum
- Research allowance: $5,000 per annum
Eligibility

• The Nominated Principal Applicant (you) must be a trainee and maintain such status throughout the award duration.

NOTE: Only students engaged in a full-time doctoral program that has a significant research component are eligible to apply. An eligible program of study must require that 75% of the students' time be devoted to research training.

• Joint doctoral programs with a professional degree (e.g. MD/PhD, MBA/PhD, DVM/PhD, etc.) and clinically-oriented doctoral programs (e.g. PhD in Clinical Psychology) are eligible if they have a significant research component as described above.

A primary supervisor must be identified on the application. An additional supervisor may be added.

• The program is open to Canadian citizens and permanent residents of Canada at the time of application.

• The maximum duration of award funding from all federal sources to undertake graduate studies is four years, including at the Master's level.
Eligibility – Timing

Applicants may submit only one application per year

NOTE: As of October 1st, 2018, all candidates must have completed a minimum of 12 months of graduate study at the Master's or doctoral level.

The maximum amount of time candidates can be registered as full-time students in a doctoral program is indicated below and includes all previous studies at the graduate level.

- If a candidate:
  - holds a Master's degree or has completed 12 months or more in a Master's degree program prior to transferring to or starting a doctoral program, then the maximum amount of time candidate can be registered in a doctoral program is 22 months;
  - has completed less than 12 months in a Master's degree program prior to transferring to or starting a doctoral program, then the maximum amount of time candidate can be registered in a doctoral program is 30 months;
  - has transferred directly from a Bachelor's degree to a doctoral program (with no time in a Master's program), then the maximum amount of time candidate can be registered in a doctoral program is 34 months.

1 Two sessions of part-time study is counted as one session of full-time study. A full-time session is counted as 4 months of studies, unless otherwise noted on the official transcripts.

2 If an applicant registered in a master's degree program and subsequently transferred to a doctoral degree program (fast-tracked), the months in the doctoral program will be calculated starting from the first session in which the applicant officially transferred to the doctoral program.
The Application Process

To submit an application, please log into ResearchNet and create an application.

You are required to follow the instructions in the Doctoral Research Awards - Application Instructions.

CIHR will not accept updates to applications after the deadline. There is no university pre-selection process

Submission Requirements

CIHR doctoral awards involve an eApproval process. As such, once submitted to ResearchNet the application will be electronically directed to the proposed “Institution Paid” for review and approval.

• The eApproval process allows the Institution Paid to review and electronically approve an application for which the applicant has identified their institution as the “Institution Paid”.

• Once the application is reviewed and approved, it will be submitted electronically to CIHR on your behalf. When completing the application on ResearchNet, detailed instructions on the eApproval process are available in the "Electronic Approval tool - Applicant's Guide" under the "Enter Proposal Information" task, "Details" subtask.

• Consult the CIHR Doctoral Research Awards - Frequently Asked Questions.
New Training Expectations Section: IDP

Applicants must:

1. describe how the training they expect to acquire will contribute to their productivity and to the research goals they hope to achieve, including potential advantages of using an Individual Development Plan (IDP) as part of careful career planning (see an example of CIHR's IDP tool [PDF (183 KB)]) at http://www.cihr-irsc.gc.ca/e/documents/training_idp_form-en.pdf

NOTE: your supervisor must complete a part of this form as well.

2. Indicate why they decided upon the proposed training location and what they expect to learn from the training experience.

REMEMBER: If you are registered in a joint doctoral program (e.g. MD/PhD, DVM/PhD) or a clinically-oriented doctoral program, you must provide a description of how your program contains a significant research component.

CAUTION - Attend to the Details (see “Subtask: Attachments on the Application Instructions”)

For the submission of the “Publications List”, “Training Expectations” and of the “Research Project Summary”, candidates must use either Arial, Calibri or Times New Roman font size of 12 point, black type (other font may be used, but must be of similar size appearance of those indicated). Maximum of six lines per inch, margin of 2 cm (3/4 inch) – minimum – around the page. Do not use condensed/narrow font sizes, type density, or line spacing. Smaller text in tables, charts, figures, and graphs is acceptable, as long as it is legible when the page is viewed at 100%. Maximum of 2 pages
Equity, Diversity and Inclusiveness

All of the councils this year are emphasizing EDI - so if you can speak to how your research touches on EDI, do so.

The CIHR website states:

“Through its Equity Strategy, CIHR is committed to ensuring that its programs and peer review processes result in the fair and impartial treatment of all participants. Effective May 15, 2018, application participants for all CIHR programs must complete the **Equity and Diversity Questionnaire** before the application can be submitted” We believe that collecting data on these important equity dimensions will allow us to monitor the equity performance of our funding programs and will inform evidence-based policy solutions designed to increase equity, diversity and inclusion among all those involved in the research enterprise”.

All of the questions are mandatory but have a “I prefer not to answer” option. The website contains a ‘how to” video and information about this questionnaire:

http://www.cihr-irsc.gc.ca/e/50959.html
The Research Project Summary

The research project summary is the most important part of the application. The research project summary should be completed in collaboration with the proposed supervisor(s) and clearly describe the applicant's role on the project.

Applicants and their supervisor(s) should ensure that it provides:

- a concise account of the subject matter,
- an overview of each part of the research plan,
- specific project aims and the methodology,
- the significance of the project.

Details - Maximum 1 page, including references. Figures and tables are not accepted. (font size of 12 point, black type, maximum of six lines per inch, no condensed/narrow fonts, type, or spacing, margin of 2 cm (3/4 inch) – minimum – around the page). References can be in a smaller legible font.
Getting Good Sponsors (AKA References)

Three are required.

Sponsor assessments should come from people under whom the applicant has trained and/or who have had a good opportunity to **assess their potential for research**.

- Applicants must enter the sponsors' names within their application and press on "Click and Send Sponsor Request". Sponsors will then receive two emails:
  - To notify them of a request to complete a sponsor assessment, and;
  - To provide sponsors with a link to complete and submit the electronic form. The deadline for submission is indicated within the form.

- The assessment form must be completed and submitted online by the sponsors 48 hours prior to the CIHR or the institution internal deadline (whichever comes first) and be written in English or French. Once an assessment is submitted, it will automatically be attached to the application.

**NOTE:** It is the applicant's responsibility to follow up with sponsors to ensure the assessments are submitted prior to the deadline date and therefore ensure the application completeness. Only after all three sponsors have submitted their assessments will this task be marked as complete in your ResearchNet Application Task List. Applicants do not have access to the content of the assessment submitted by sponsors. However, applicants may follow the status of the assessments submission directly under this section.
Adjudication Committees

- Most of these committees are interdisciplinary; some are not; some have non-academics on them. They are your audience – write to them.

- Committees get tired and impatient with complex obscure language, typos, poorly laid-out proposals with grammar and spelling errors, and incomplete information. Use an editor.
Review Process and Evaluation

Review Process

• Peer review will be conducted in accordance with the CIHR Reviewers’ Guide for Doctoral Research Awards.
• For information on CIHR’s peer review principles, see the Peer Review: Overview section of CIHR’s website.

Funding Decision

• Applications will be peer-reviewed in a single CIHR Doctoral Research Awards competition. A ranking list will be generated and CIHR will fund CGS-D and DFSA applications, from top down in order of ranking, to the limit of the funds of each pool.
• Applications that receive a rating below 3.5 will not be funded.
## Criteria Used by Reviewers for Doctoral Awards

<table>
<thead>
<tr>
<th>Criterion</th>
<th>Weights for each criterion</th>
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<tbody>
<tr>
<td><strong>Achievements and Activities of the Candidate</strong></td>
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<tr>
<td>Publication Activity</td>
<td>10 %</td>
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<tr>
<td>Other Research Activity</td>
<td>10 %</td>
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<tr>
<td>Academic Performance</td>
<td>15 %</td>
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<tr>
<td><strong>Characteristics and Abilities of the Candidate</strong></td>
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<tr>
<td>Critical thinking</td>
<td>40 %</td>
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<tr>
<td>Independence</td>
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<tr>
<td>Perseverance</td>
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<tr>
<td>Originality</td>
<td>40 %</td>
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<td>Organizational skills</td>
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<td>Interest in discovery</td>
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<td>Research Ability</td>
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<td>Leadership</td>
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<td><strong>The Research Training Environment</strong></td>
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<tr>
<td>Training program for the candidate</td>
<td>10 %</td>
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<tr>
<td>Scientific Activity</td>
<td>5 %</td>
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<td>Research resources</td>
<td>5 %</td>
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<tr>
<td>Training record</td>
<td>5 %</td>
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<tr>
<td></td>
<td>100%</td>
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Let’s Follow the link

http://www.cihr-irsc.gc.ca/
So, to recap

Review the website carefully and examine all instructions to familiarize yourself with the application process before applying.

Applicants and their supervisor(s) must make sure they have

- a ResearchNet account
- a CIHR PIN in ResearchNet
- a Common CV account

Applicants and supervisor(s) should each only have one ResearchNet account. If you have already accessed ResearchNet, do not register for a new account.
The Proposal “Narrative”

- A well-laid out proposal says to a committee “this person knows what they are talking about and they have taken as much care with their proposal as we are now doing.”

- Make yours one they will want to read!

- Ensure you convey what you are proposing is relevant, unique, and will benefit the health of Canadians.
Committees may not have a complete grasp of your exact area of research or no much about the training environment at your institution.

- Give them the information you know is essential to your case, straightforwardly and succinctly.
- Develop a rapid introduction of your topic for ‘intelligent non-specialists’.
- Provide appropriate (and recent!) citations.
The “What” of your Research

• Present research plans coherently and in a logical and connected order.

• **Always** state the central problem of your work and why it is important.

• Describe tools, techniques, methods and timelines

• If you are critiquing existing models or approaches in the literature,
  • do so lucidly, without partisanship, and
  • demonstrate clearly why your approach is better.
Pay attention to the details

- follow instructions exactly
- adhere to format guidelines (e.g., font, page limits)
- applications MUST be completed using the media specified in the funding opportunity
- use the full page allowances
- familiarize yourself with the Guide for Reviewers
- start several weeks before the deadline – right now!
Planning for Success

✓ Grades matter!
✓ Reference/Sponsor Letters are very, very important – choose wisely
✓ Emphasize publications, research experience, professional experience
✓ A strong training environment where you will get exposure to research and have research networking and mentoring opportunities is essential
Choose sponsors that know you well enough to be able to assess your potential and to provide specific examples of how you match each characteristic on the sponsor assessment form.

HINT

You could help your sponsor prepare their letter by providing examples that match the evaluation criteria (excellence, productivity, etc.)

Sponsors must submit their assessments by the deadline date. You need to make sure this happens!

After all three sponsors have submitted their assessments, this task will be marked as Complete in the ResearchNet Application Task List.
Refine, Revise, Refine

- work on the research proposal and the full application in collaboration with your supervisor/mentor
- proofread your application … carefully!
- show the complete application to their supervisor/mentor, peers and other researchers for feedback
- Be prepared to produce multiple drafts
- If you can, set up an internal review system – other students who have been successful, other applicants, profs, etc.
- Even if not successful you will produce a draft of your thesis proposal so think positive
- Do not wait to submit until the last minute
• Seek advice ASAP (due date looming)
  • The coach’s role is provide positive criticism on your research proposal, not to guide you in the selection of a topic or help you find a supervisor.
  • Ideas to help with clarity, comprehensiveness and ‘capturing the interest’ of your reviewers
• Not a guarantee that you will get the grant!
Final Observations

• Grant competitions are still going to be, on occasion, unfair.
• After one rejection, do not despair. . . or at least, not for long.
• 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.
How do I remember all of this?

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!

They are free but you must register.
1. Questions about the **application process**??
Faculty of Graduate Studies
- 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?