CIHR CGS DOCTORAL
SGS INFORMATION SESSION FOR STUDENTS

JANINE HARPER
FALL 2022

Important disclaimer: What is said (or not said) at this info session does not supersede the material contained in the agencies’ guidelines or application packages.
STATEMENT OF ACKNOWLEDGEMENT OF TRADITIONAL LAND

We wish to acknowledge this land on which the University of Toronto operates.

For thousands of years it has been the traditional land of the Huron-Wendat, the Seneca, and the Mississaugas of the Credit River.

Today, this meeting place is still the home to many Indigenous people from across Turtle Island and we are grateful to have the opportunity to work on this land.
REMINdERS

• Asking questions on Teams
  o We are recording this session to be uploaded to the SGS website.
  o Quick clarification questions on a particular slide may be entered in the “chat” section during the presentation. Please save all other questions for the end of the presentation.
  o For questions about your personal background or eligibility, please review the eligibility requirements and contact the appropriate Graduate Awards Office member by email if you have further questions.

• Slides will be available on the SGS website on the specific award page under “Additional Information”
  https://www.sgs.utoronto.ca/awards/canada-graduate-scholarships-doctoral-cgs-d-program/
AGENDA

• CIHR CGS-D Competition
  o Overview
  o Eligibility
  o Competition Evaluation Criteria & Weightings
  o Application Process & Components
  o Previous Results & 2023-24 Competition Specifics

• Questions
CIHR DOCTORAL COMPETITION

CIHR CANADA GRADUATE SCHOLARSHIP (CGS) DOCTORAL AWARDS

• $35,000 per year for 36 months
• New starting in 2023-24: no more separate Research Allowance
• Can only be held at a recognized Canadian university
CIHR COMPETITION OVERVIEW

• The deadline to apply is set by your graduate unit.
• E-Approval is done by SGS; no My Research Application (MRA) is required
• Number of awards available for 2023-24 nationally: approximately 250
• National number of institutional quota spots: 926
• U of T quota: 116
CIHR – BASIC 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.

• More information on selecting the appropriate federal granting agency:

• Students who are not sure whether to apply through CIHR or SSHRC/NSERC should email NSERC or SSHRC directly for advice.
BASIC CGS ELIGIBILITY REQUIREMENTS

• Be a Canadian citizen or a permanent resident of Canada, or a Protected Person under subsection 95(2) of the Immigration and Refugee Protection Act (Canada), as of the application deadline.

• Have completed no more than:
  • 24 months of full-time study in their doctoral program by December 31 of the calendar year of application if previously enrolled in a graduate program. (Doctoral students who fast-tracked from a Master’s to a PhD program count their months of study from the session in which they transferred to the PhD program.)
  • 36 months of full-time study in their joint program by December 31 of the calendar year of application if enrolled in a joint program; such as, MD/PhD, MA/PhD
    • Applicants that fall into this category have access to the 36-month window whether or not they were previously enrolled in a master’s program.
  • 36 months of full-time study in their doctoral program by December 31 of the calendar year of application if enrolled directly from a bachelor’s to a PhD program (without having completed or enrolled in another graduate program)
    • Direct-entry applicants must be enrolled in their doctoral program at the time of application.

• Submit only one doctoral award application in a given year. Note that nominations to the Vanier CGS program do not count toward this limit.

• Have not already received a doctoral-level scholarship or fellowship from CIHR, NSERC, or SSHRC.

• The full list of eligibility requirements can be found here: https://www.nserc-crsng.gc.ca/Students-Etudiants/PG-CS/CGSD-BESCD_eng.asp#a4.
### APPLICATION WEIGHTING

**DETAILED REVIEWER INSTRUCTIONS: HTTPS://CIHR-IRSC.GC.CA/E/33043.HTML**

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Elements</th>
<th>Weighting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Research Ability/Potential</td>
<td>• Quality of contributions to research and development</td>
<td>50%</td>
</tr>
<tr>
<td></td>
<td>• Relevance of work experience and academic training to field of proposed research</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Significance, feasibility, and merit of proposed research, and justification for location of tenure</td>
<td></td>
</tr>
<tr>
<td>Relevant experience and achievements obtained within and beyond academia</td>
<td>• Academic record</td>
<td>50%</td>
</tr>
<tr>
<td></td>
<td>• Scholarships and awards held</td>
<td></td>
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<tr>
<td></td>
<td>• Duration of previous studies</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Quality of the application’s presentation</td>
<td></td>
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<tr>
<td></td>
<td>• Participation in preparing publications</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Awards for oral presentations or papers</td>
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<tr>
<td></td>
<td>• Mentoring</td>
<td></td>
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<td></td>
<td>• Teaching</td>
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<td></td>
<td>• Supervisory experience</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Project management</td>
<td></td>
</tr>
</tbody>
</table>
APPLICATION PROCESS

• Students registered in a U of T graduate degree program at any time between January 1st and December 31st, 2022, or on an approved leave of absence, must apply through U of T.

• The CIHR application on ResearchNet will go offline for U of T applicants on October 3rd. Note: this is the hard deadline when applications go offline. Students must abide by the departmental or hospital deadline to apply, which will be earlier.

• Students whose supervisors are physically located at an affiliated hospital may choose to apply through the hospital instead.

• Each hospital will have their own application deadline, process, and individual quota to submit to CIHR.
## INSTITUTIONAL QUOTAS FOR 2022 FALL COMPETITION

<table>
<thead>
<tr>
<th>Institution</th>
<th>Quota</th>
</tr>
</thead>
<tbody>
<tr>
<td>Baycrest Centre for Geriatric Care (Toronto)</td>
<td>3</td>
</tr>
<tr>
<td>Holland Bloorview Kids Rehabilitation Hospital (Toronto)</td>
<td>3</td>
</tr>
<tr>
<td>Hospital for Sick Children (Toronto)</td>
<td>44</td>
</tr>
<tr>
<td>Ontario Agency for Health Protection and Promotion (Toronto)</td>
<td>3</td>
</tr>
<tr>
<td>Ontario Institute for Cancer Research (Toronto)</td>
<td>7</td>
</tr>
<tr>
<td>Sinai Health System (Toronto)</td>
<td>7</td>
</tr>
<tr>
<td>St. Michael’s Hospital (Toronto)</td>
<td>3</td>
</tr>
<tr>
<td>Sunnybrook Research Institute (Toronto)</td>
<td>3</td>
</tr>
<tr>
<td>University Health Network (Toronto)</td>
<td>22</td>
</tr>
<tr>
<td><strong>University of Toronto</strong></td>
<td><strong>116</strong></td>
</tr>
<tr>
<td>Women’s College Hospital (Toronto)</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>214</strong></td>
</tr>
</tbody>
</table>
APPLICATION PROCESS

• To apply for funding opportunities at CIHR, students need:
  o A ResearchNet account
  o A CIHR PIN
  o A CCV account

• Instructions on how to obtain these accounts can be found at: https://cihr-irsc.gc.ca/e/38201.html

• Supervisor(s) will also need a CIHR PIN.
MAKING AN ACCOUNT ON RESEARCHNET

• Create an online account on ResearchNet:
OBTAINING A CIHR PIN

- Log into your ResearchNet account.
- Click on “Register for a CIHR PIN.”
- Complete and submit the online registration form.
- CIHR PIN requests are processed Monday to Friday between 7 AM and 5 PM (ET). You should receive a confirmation email within 24 business hours of submitting your form. If it has been longer than 24 business hours since you submitted your form and you still have not received a confirmation email with your CIHR PIN, please call 1-888-603-4178 or email support-soutien@cihr-irsc.gc.ca.
Creating a Canadian Common CV (CCV) Account

Select “CIHR Academic”
CREATING A CANADIAN COMMON CV (CCV) ACCOUNT

Enter your CIHR PIN
CREATING A CANADIAN COMMON CV (CCV) ACCOUNT
OTHER CIRCUMSTANCES

CCV “EMPLOYMENT” SECTION, “LEAVES OF ABSENCE AND IMPACT ON RESEARCH” SUB-SECTION

• Applicants should describe any special circumstances that have affected their performance or productivity.

• They should include any considerations that may have resulted in delays in disseminating their research results, such as health problems, family responsibilities, disabilities, or other circumstances (for example, the time necessary to complete a monograph, file a patent, or commercialize an industrial process or product).

• Applicants should explain any gaps in the chronology of their experience.

• Applicants should include details if their research was affected by COVID-19 restrictions.

• If the current or previous thesis supervisor is unable to provide an assessment, applicants may use this section to provide an explanation. It is considered normal to not have a new supervisor be a referee or for students just starting their program to not have a supervisor yet, but applicants can still explain here to minimize any doubts for the reviewers.

• If there are no special circumstances or considerations, applicants should leave this section blank.
OTHER CIRCUMSTANCES: COVID-19

• Using the Other Circumstances section to describe COVID-related delays will allow applicants to devote their entire Research Proposal section to their research plans and not to their COVID contingency plans.

• This allows them to stay on equal footing with past and future applicants and students in more advanced stages of their degree.

• Do not be shy about describing delays and disruptions in this section.

• Applicants may also add a brief statement in the Research Proposal section saying that the proposed research is assuming a return to normal by the start of the award.
IMPORTANT NOTE: CONFIRMATION NUMBERS

• If you make any changes to your CV, you will be given a new confirmation number.

• You must ensure that you are using the correct confirmation number when you link the CV to your application on ResearchNet.
STARTING AN APPLICATION ON RESEARCHNET

Click “Apply for Funding”
STARTING AN APPLICATION ON RESEARCHNET

Apply for Funding

Click on the appropriate link below to begin your application or view the funding opportunity description for any of the opportunities listed below.

To review CIHR's complete list of funding opportunities, visit the Funding Opportunities section of the website.

<table>
<thead>
<tr>
<th>Name</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Banting Postdoctoral Fellowships - Banting Postdoctoral Fellowships Program (2022-2023) (2022-09-21)</td>
<td>Apply to this Opportunity</td>
</tr>
<tr>
<td>Catalyst Grant - Analysis of CLSA Data (2022-08-16)</td>
<td>Apply to this Opportunity</td>
</tr>
<tr>
<td>Catalyst Grant - Policy Research for Health System Transformation (2022-10-04)</td>
<td>Apply to this Opportunity</td>
</tr>
<tr>
<td>Catalyst Grant - Standards for Children and Youth Mental Health Services (2022-09-01)</td>
<td>Apply to this Opportunity</td>
</tr>
<tr>
<td>Doctoral Research Award - Canada Graduate Scholarships Doctoral Award: 2022-2023 (2022-11-22)</td>
<td>Apply to this Opportunity</td>
</tr>
</tbody>
</table>
# Starting an Application on ResearchNet

## Opportunity Name

<table>
<thead>
<tr>
<th>Catalyst Grant</th>
<th>Registration/LIQ Deadline</th>
<th>Application Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Catalyst Grant: Analysis of CLSA Data</td>
<td>2022-08-16</td>
<td>2022-09-08</td>
</tr>
<tr>
<td>Catalyst Grant: Policy Research for Health System Transformation</td>
<td>N/A</td>
<td>2022-10-04</td>
</tr>
<tr>
<td>Catalyst Grant: Standards for Children and Youth Mental Health Services</td>
<td>2022-09-01</td>
<td>2022-09-22</td>
</tr>
</tbody>
</table>

## Doctoral Research Award

<table>
<thead>
<tr>
<th>Doctoral Research Award</th>
<th>Registration/LIQ Deadline</th>
<th>Application Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Doctoral Research Award: Canada Graduate Scholarships Doctoral Award, 2021-2022</td>
<td>TBD</td>
<td>TBD</td>
</tr>
<tr>
<td>Doctoral Research Award: Canada Graduate Scholarships Doctoral Award, 2022-2023</td>
<td>N/A</td>
<td>2022-11-22</td>
</tr>
<tr>
<td>Doctoral Research Award: Doctoral Foreign Study Award (DFSA), 2022-2023</td>
<td>N/A</td>
<td>2022-10-17</td>
</tr>
<tr>
<td>Doctoral Research Award: Fall 2021 Priority Announcement (Specific Research Areas)</td>
<td>TBD</td>
<td>TBD</td>
</tr>
<tr>
<td>Doctoral Research Award: Fall 2022 Priority Announcement (Specific Research Areas)</td>
<td>N/A</td>
<td>2022-10-17</td>
</tr>
<tr>
<td>Doctoral Research Award: Vanier Canada Graduate Scholarships (2022-2023)</td>
<td>N/A</td>
<td>2022-11-01</td>
</tr>
</tbody>
</table>
# STARTING AN APPLICATION ON RESEARCHNET

## Funding Opportunity Details
- **Funding Organization**: Canadian Institutes of Health Research
- **Program Name**: Doctoral Research Award : Canada Graduate Scholarships Doctoral Award: 2022-2023
- **Program Launch Date**: 2022-07-28

## Important Dates
<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>Competition</td>
<td>202211FBD</td>
</tr>
<tr>
<td>Application Deadline</td>
<td>2022-11-22</td>
</tr>
<tr>
<td>Anticipated Notice of Decision</td>
<td>2023-04-25</td>
</tr>
<tr>
<td>Funding Start Date</td>
<td>2023-05-01</td>
</tr>
</tbody>
</table>
STARTING AN APPLICATION ON RESEARCHNET

My Applications

Current Activities

<table>
<thead>
<tr>
<th>Program Name</th>
<th>Type</th>
<th>Description</th>
<th>File/Appl #</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Canada Graduate Scholarships Doctoral Award, 2022-2023 - Doctoral Research Award</td>
<td>Application</td>
<td>Add Additional Description</td>
<td>RN489083</td>
<td>2022-11-22</td>
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### STARTING AN APPLICATION ON RESEARCHNET

#### Apply for Funding

**Funding Organization**: Canadian Institutes of Health Research

**Program**: Doctoral Research Award - Canada Graduate Scholarships Doctoral Award 2022-2023

**Funding Organization Application Deadline Date**: 2022-11-22 20:00 EST (116 Days)

**Research Institution Deadline Date**: 2022-11-22 20:00 EST (116 Days)

#### Activity Messages

**Application Process Overview**

Please complete the tasks below and submit your application electronically. If applicable, you must upload completed signature pages via the "Print/Upload Signature Pages" task in order to submit.

For program specific information consult the "Eligibility" and the "How to Apply" sections of this funding opportunity.

For more information on the application process, e-mail support-souter@cihr-irsc.gc.ca.

#### Tasks

<table>
<thead>
<tr>
<th>Task</th>
<th>Status</th>
<th>Task Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Identify Participants</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Identify Sponsors</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Enter Proposal Information</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Attach Other Application Materials</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Apply to Priority Announcement/Priority Pool</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Print/Upload Signature Pages</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Preview</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Consent and Submit</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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[UNIVERSITY OF TORONTO SCHOOL OF GRADUATE STUDIES](#)
CGS D APPLICATION: 8 PARTS

Note that the order is important!

1. Identify participants
2. Identify sponsors
3. Enter proposal information
4. Attach other application materials
5. Apply to Priority Announcements/Funding Pools (optional)
6. Print/upload signature pages
7. Preview
8. Consent and submit
TERMINOLOGY

• Participant = Applicant & supervisor(s)
• Sponsor = Referee
• Institution Paid = University/institution to which the student is submitting their application (i.e., where you are currently registered, or where you were registered during this calendar year if not currently registered, regardless of where you intend to hold the award if your application is successful).
IDENTIFY PARTICIPANTS

- Enter information on the applicant (student) and supervisor with a valid CIHR PIN.

```
Identify Participants

This task collects information on all participants involved in your application.

For program specific information consult the "Eligibility" and the "How to Apply" sections of this funding opportunity.

If applicable, to add a participant, click on the "Add Participants" link.

To enter participant information, click on the "Edit" link next to the applicable participant’s name.

Identify Participants Add Participants

<table>
<thead>
<tr>
<th>Participant</th>
<th>PIN</th>
<th>Role</th>
<th>Equity and Diversity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Awards, Grad</td>
<td></td>
<td>Nominated Principal Applicant</td>
<td></td>
</tr>
<tr>
<td>Genius, Professor</td>
<td></td>
<td>Primary Supervisor</td>
<td></td>
</tr>
</tbody>
</table>

Return to Task List

Support
```
IDENTIFY PARTICIPANTS - CONTINUED

- Enter the CIHR PIN and CCV Confirmation Number in this section.

- **Please note:** if you make changes to your CCV, a new confirmation number will be issued and should be used here.
IDENTIFY PARTICIPANTS – CONTINUED

Lookup Institution
Enter the name or partial name of the organization you would like to find. The result will list all organizations that contain the entered text in its name. (e.g. if you enter hospital, all organizations that contain hospital in their name will be listed).

University of Toronto | Search

Results returned for "University of Toronto": 4
- PDUT  Department of Pediatrics; University of Toronto
- CEA  University of Toronto
- UTMI  University of Toronto Mississauga (ON)
- UTSC  University of Toronto Scarborough (ON)
COLLECTION OF SELF-IDENTIFICATION DATA

• CIHR (in coordination with NSERC and SSHRC) are asking all applicants to self-identify with information on age, gender, Indigenous identity, disability, and visible minority status.

• A harmonized self-identification data collection process allows the granting agencies to monitor the equity performance of its programs and to design new measures that achieve greater equity, diversity, and inclusion in the research enterprise.

• Completing the self-identification form is mandatory for applicants and co-applicants, but for each category there is an option to indicate “I prefer not to answer.”
EQUITY AND DIVERSITY QUESTIONNAIRE

* Please select the option that best describes you: (required)
  - Woman
  - Man
  - Gender-fluid, non-binary, and/or Two-Spirit
  - I prefer not to answer

* What is your year of birth? (required)

  1900 (YYYY)

  I prefer not to answer

* Do you identify as Indigenous; that is First Nation (North American Indian), Metis, or Inuk (Inuit)? (required)
  - Yes
  - No
  - I prefer not to answer

* Do you identify as a member of a visible minority? (required)
  - Yes
  - No
  - I prefer not to answer

* Are you a person with a disability? (required)

  Note: Person with a disability is a person who has a long term or recurring physical, mental, sensory, psychiatric or learning impairment
  - Who considers themselves to be disadvantaged in employment by reason of that impairment; or
  - Who believes that an employer or potential employer is likely to consider them to be disadvantaged in employment by reason
  - Includes persons whose functional limitations owing to their impairment may have been accommodated in their current job
  - Yes
  - No
  - I prefer not to answer
INDIGENOUS APPLICANTS

• Applicants who are Indigenous to Canada (First Nations [North American Indian – Status and Non-Status], Métis, or Inuit) are encouraged to self-identify their status, as universities are permitted to recommend an unlimited number of self-identified Indigenous applicants above their application quota to the national competition.

• In order to be considered for this, Indigenous applicants should email their graduate unit separately to notify the university that they have self-identified their status on their CIHR application by uploading the Voluntary Self-Identification for Indigenous Applicants form.
ATTACHMENTS

- The “Publications List” section allows you to include supplemental information for each entry made under the “Publications” section in your CCV.

- For each multi-authored publication, define your role in the publication and indicate your % contribution to the team effort.

- Only include publications that have been accepted or are in press. Do not include publications in preparation or submitted, unless available in a recognized scientific public archive (e.g., preprints). **Note**: Applicants are also invited to comment on environmental factors that affected their capacity to publish.

- Only entries with dates within the past 5 years may be submitted.

- Refer to the **General Application Process** section for formatting instructions. The document must be uploaded in PDF format (unprotected) and the total size cannot exceed 30 MB. **Maximum 2 pages** are permitted.
IDENTIFY SPONSORS

• “Sponsor” = Referee

• By default, the Sponsor Required Deadline in ResearchNet is set for two days before the application deadline. However, applicants can adjust this to any date prior to the application deadline.

• Applicants should make sure to set the assessment deadline to a date prior to their department's internal deadline.
REFEREE DEADLINES

- Applicants enter their own “Assessment Required Deadline Date” for each referee.

- The link for the referee to submit their reference will remain open until the application closes, even if the applicant enters an earlier deadline for the referee's submission.
REFEREES – CONTINUED

<table>
<thead>
<tr>
<th>Sponsor -- Smart Professor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last Name*</td>
</tr>
<tr>
<td>First Names*</td>
</tr>
<tr>
<td>E-mail Address*</td>
</tr>
<tr>
<td>Relationship to Candidate</td>
</tr>
<tr>
<td>Current Position Held</td>
</tr>
<tr>
<td>Institution*</td>
</tr>
<tr>
<td>Department*</td>
</tr>
<tr>
<td>Assessment Required Deadline Date*</td>
</tr>
<tr>
<td>Preferred Correspondence Language*</td>
</tr>
</tbody>
</table>

⚠️ WARNING!

Are you sure that you want to save and send this sponsor request? Once saved, the Personal assessment form. Please ensure that this is the sponsor that you want to submit for this comp.

[NO - do not send sponsor request] [YES - Save and Send sponsor request]
Le français suit l'anglais.

Dear Smart Professor,

Fong Di Catherine would like to request your service to provide a sponsor assessment for him/her as a candidate for the Doctoral Award: Frederick Banting and Charles Best Canada Graduate Scholarships program. Your assessment would be greatly appreciated.

The report must be sent via ResearchNet to the candidate no later than 2019.09.19 20:00 EDT.

If the sponsor assessment is not submitted via ResearchNet by the date displayed on this online sponsor assessment page, the candidate will not be able to submit his/her application by the deadline date to the Doctoral Award: Frederick Banting and Charles Best Canada Graduate Scholarships and will therefore not be considered for this award.

Once you have completed the form, use the submit button to automatically submit your sponsor assessment through ResearchNet to the candidate’s application. The system will only allow you to submit the sponsor form once. Upon submitting the sponsor form on ResearchNet, the applicant will be notified however, he/she will not have access to view the information provided. It is strongly recommended that you save a copy of the form for future reference. To save a copy, click on the View PDF button and save the PDF locally.

Click on the link below to access the sponsor assessment form. If you are unable to click the link, copy and paste the link into your browser.

If you are currently logged in to ResearchNet, please ensure you sign out before accessing the sponsor form.

https://www.researchnet-recherchemt.ca/mr/15/sponsorSubmission.do?sponsorKey=pmENt7ey1Gc4AA5nY/A&valid=true&language=E

If you experience any technical difficulties when submitting the sponsor assessment or if you have any questions, get in touch with the Contact Centre by e-mail at support@cihr-isc.gc.ca or by phone at 613-954-1968/1-866-603-4178. For service hours, please consult our Contact Us page: https://www.researchnet-recherchemt.ca/mr/15/displayStaticHtmlServlet?content=contactushtml&language=E.

Thank you for accepting this request.

~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
REFEREE ASSESSMENT FORM

Sponsor’s Assessment

Funding Organization
Canadian Institutes of Health Research

Program
Doctoral Award: Frederick Banting and Charles Best Canada Graduate Scholarships

Assessment Required Deadline Date
2019-03-19 20:00 EDT (34 Days)

Sponsor’s Assessment of a Candidate

This report will be used by CIHR when assessing the candidate’s application for an award in support of doctoral study in the health sciences. The Canadian Privacy Act stipulates that, in response to a specific copy of your assessment.

There are two parts to the report, both parts must be completed. In Part A, sponsors will score the candidate’s performance on eight dimensions, and in Part B, they will explain the reason for each score.

Sponsors should bear in mind that the candidate will need to assemble a complete application package, including this report, by the competition deadline.

CIHR will not consider late or incomplete applications.

Sponsor’s Assessment

Subtasks
- Sponsor Information
- Part A - Rating Form
- Part B - Explanation of Ratings

Assessment Status: Not Submitted

View PDF Submit

Candidate
Fong Di Canina

First Name*
Smart

Last Name*
Professor

Position*
Professor

Institution*
GEAA Other
University of Toronto

Department*
40D Other
Anatomy and Cell Biology

Number of years/months that the referee has known the candidate*
Years 0 Months 0

Relationship to candidate*
supervisor

Contact Information*
REFEREE SUBMISSION CONFIRMATION

• Once the referee has submitted their assessment, they will receive a confirmation email indicating that it was received by ResearchNet. A copy will be sent to the applicant.

Le français suit l’anglais.

Dear Smart Professor,

Your sponsor assessment for Fong Di Caterina has been received by ResearchNet. A copy of this confirmation e-mail has been sent to the candidate.

Thank you for completing this request.

If you have any questions, get in touch with the Contact Centre by e-mail at support@cihr-irsc.gc.ca or by phone at 613-954-1968/1-888-603-4178. For service hours, please consult our Contact Us page: https://www.researchnet-recherchenet.ca/mr10DisplayStaticHtmlServlet?content=contactus&html&language=E

Sincerely,

Fong Di Caterina via ResearchNet

--------------------------
**REFEREE VIEW**

- Your referee can view their completed assessment through the original email link.

<table>
<thead>
<tr>
<th>Home</th>
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<table>
<thead>
<tr>
<th><strong>Sponsor's Assessment</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Funding Organization</td>
<td>Canadian Institutes of Health Research</td>
</tr>
<tr>
<td>Program</td>
<td>Doctoral Award: Frederick Banting and Charles Best Canada Graduate Scholarships</td>
</tr>
<tr>
<td>Assessment Required Deadline Date</td>
<td>2019-09-19 20:00 EDT (34 Days)</td>
</tr>
</tbody>
</table>

- **Sponsor's Assessment of a Candidate**
  - This report will be used by CIHR when assessing the candidate's application for an award in support of doctoral study in the health sciences. The Canadian Privacy Act stipulates that, in copy of your assessment.
  - There are two parts to the report, **both parts must be completed**. In Part A, sponsors will score the candidate's performance on eight dimensions; and in Part B, they will explain the reason.
  - Sponsors should bear in mind that the candidate will need to assemble a complete application package, including this report, by the competition deadline.
  - CIHR will not consider late or incomplete applications.

<table>
<thead>
<tr>
<th><strong>Sponsor's Assessment</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Sponsor Assessment Form</strong></td>
</tr>
</tbody>
</table>

| Support |  |
REFEREES – VIEW, DELETE, RESEND EMAIL

• You can resend the reference request email to a referee whose form is still pending.

• “View” displays the referee’s contact information.

• If a referee needs to revise a form after they’ve submitted it, you must delete the reference and re-add the referee to send a new request. They will receive an automatic email saying that their reference is no longer required, so make sure to give them a heads-up before doing this.

• Remind your referee to save a copy of their reference report before submitting. That way, if they need to make changes and do the whole form over again, they’ll have the old version to refer to.
REFERENCES / SPONSOR ASSESSMENTS

• Your reference should not be from a proposed supervisor unless you have worked with them in the past.

• You can use your new supervisor if you do not have another person who can provide you with a better reference. However, it is important to pick the two people who can provide you with the best references.

• Your references should come from academic faculty members. Postdoctoral fellows or research associates should work with the supervising faculty member to submit the reference. You cannot use a fellow or senior PhD student as a reference.

• Ensure you set an early deadline for their report – do not set the deadline date as the day that applications are due to your graduate unit.

• Contact potential referees early to inquire about a possible positive and enthusiastic reference.

• Feel free to remind them of your contributions and information that you would like to have in the letter.

• Send the request before finishing your application.

• Follow up with your referee prior to the deadline. (Remember: both of your references must be completed before you can submit your application!)

• Remember to give them a big thank you!
IMPLICIT OR UNCONSCIOUS BIASES

• The Tri-Agency expects reviewers to consistently guard against the possibility of unconscious bias influencing the decision-making process, whether these biases are based on schools of thought, the perceived value of fundamental versus applied research, areas of research or research approaches (including emerging ones), the size or reputation of an institution, age, gender, and/or other personal factors associated with the applicant. To assist committee members in recognizing potential bias, all SGS members are asked to complete the Unconscious Bias in Peer Review online learning module. Members are also encouraged to complete one of the Sex and Gender training modules produced by CIHR.

• Encourage your supervisor and referees to also complete the Unconscious Bias in Peer Review online learning module so that they can be aware of unconscious bias and minimize it when writing their reference reports.
RESEARCH INSTITUTION DEADLINE DATE

- This date refers to the “Institution Paid” – i.e., where the application will be sent for review.

- If you haven’t set an “Institution Paid,” you will see an error message here instead:

   The Research Institution Deadline Date will only appear once you have selected the ‘Institution Paid’ using the search option in the ‘Details’ subtask on the ‘Enter Proposal Information’ page. You must make this selection as soon as possible in order for you to be able to see and meet the Research Institution Deadline Date.
In order for this deadline date to appear, you must complete the “Institution Paid” field in the “Enter Proposal Information” task.
PROPOSAL INFORMATION – THEMES

- CIHR categorizes health research in four broad themes. For more information on these categories, please visit CIHR's website:
  - Biomedical Research
  - Clinical Research
  - Health Services Research
  - Social, Cultural, Environmental, and Population Health Research
COMMITTEE ASSIGNMENT

• Applications are assigned to one of two multi-disciplinary committees, based on the scientific area of the proposed research activities:

• Doctoral Research Award – A (DRA)
  o This multi-disciplinary committee reviews Doctoral Research Award applications, with a generalist’s perspective, to assess candidates’ potential of attaining competence as prospective researchers in biomedical and/or clinical research.

• Doctoral Research Award – B (DRB)
  o This multi-disciplinary committee reviews Doctoral Research Award applications, with a generalist’s perspective, to assess candidates’ potential of attaining competence as prospective researchers in health services research and/or social, cultural, environmental, and population health research.
PROPOSAL INFORMATION

### Subtasks
- Overview
- Details
- Descriptors
- Attachments

### Enter Proposal Information - Attachments

Fields that appear in bold with an Asterisk (*) are mandatory. It is important to save any additions or changes before navigating away from this page.

All attachments must adhere to the guidelines for attachments on the [Acceptable Application Module Formats](#).

Attachments must be uploaded in PDF format. The total size of the attached document(s) cannot exceed 30Mb.

ResearchNet verifies the number of pages submitted for PDF attachments.

<table>
<thead>
<tr>
<th>Document Type</th>
<th>Upload Date</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Training Expectations*</td>
<td></td>
<td>Choose File No file chosen</td>
</tr>
<tr>
<td>Research Project Summary*</td>
<td></td>
<td>Choose File No file chosen</td>
</tr>
</tbody>
</table>

### Document Type

<table>
<thead>
<tr>
<th>Document Type</th>
<th>Upload Date</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Training Expectations*</td>
<td>2019-08-16</td>
<td>View Delete</td>
</tr>
<tr>
<td>Research Project Summary*</td>
<td></td>
<td>Choose File No file chosen</td>
</tr>
</tbody>
</table>

PDF file exceeds maximum number of pages allowed: 1.
TRAINING EXPECTATIONS

THE APPLICANT MUST:

• Describe their professional, academic, and extracurricular experiences/achievements and how these experiences/achievements will contribute to the applicant’s training success.

• Describe how their expected training will contribute to their productivity and to the research goals they hope to achieve.

• Describe how their expected training strives to foster impacts within and beyond the research environment and how it will contribute to the Canadian research ecosystem during and beyond the tenure of the award.

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

• If registered in a joint doctoral program (e.g., MD/PhD, DVM/PhD) or a clinically-oriented doctoral program, provide a description of how their program contains a significant research component.

• Maximum 2 pages. (2.5 pages if written in French.)
RESEARCH PROJECT SUMMARY

• Should clearly describe the applicant’s role on the project.

• Should be written in general scientific language, which is an important skill to acquire for future success in the research environment as applications are being reviewed by multi-disciplinary committees.

• Should be specific and focused.

• Should include feasible research question(s) and objective(s).

• Should provide a clear description of the proposed methodology.

• **Maximum 1 page, including references.** (1.5 pages including references if written in French.)
COMMON PROPOSAL/CONTRIBUTIONS STATEMENT MISTAKES

- Lack of focus or coherence
- Repetitiveness
- Failure to cite important work in the area
- Failure to cite recent relevant work
- Citing too many irrelevant articles
- Relying too much on secondary sources (lack of understanding)
- Too much detail on minor issues; too little detail on major issues
- Research contributions not properly highlighted
- Impact/importance of research not explained
SUPPORT FOR STUDENTS

• The GCAC provides workshops for students on academic writing. https://www.sgs.utoronto.ca/resources-supports/gcac/
CONFIRMATION OF SCIENTIFIC AREA FORM

- Applicants must provide the Confirmation of Scientific Area Form as part of their application. Applicants must retrieve and print this form from the CIHR website under the Index of Funding Related Forms.

- Note: This attachment is limited to one page and no other type of document will be considered by CIHR.
TRANSCRIPTS

• Applicants are required to provide the following documents, which must be uploaded as a single PDF document (unprotected) not to exceed 30 MB under “Transcripts” in the “Attach Other Application Materials” task:

1. Complete and print the “Doctoral Studies Timelines” form, which is available through the CIHR website under the Index of Funding Related Forms.
2. Up-to-date official transcripts of the applicant’s complete academic record. This includes all undergraduate and graduate studies, whether completed or in progress.
TRANSCRIPTS – CONTINUED

- Up-to-date official transcripts are defined as transcripts issued by the Registrar's Office and **dated or issued in the fall session** of the year of the application (if currently registered) or after the last term completed (if not currently registered).

- Opening the envelope to scan the transcript will not render it unofficial for CIHR’s purposes.

- **No ACORN print-outs.**

- Electronic transcripts are acceptable but should be “printed to PDF” before uploading or combining with other transcripts (e.g., using web browser, Adobe Acrobat Reader, or other freely available PDF software).
PRIORITY ANNOUNCEMENTS AND FUNDING POOLS

Priority Announcements and Funding Pools offer funding for highly rated applications that are relevant to specific CIHR research priority areas or mandates.

Refer to the "Description" for information on individual Priority Announcement (PA)/Funding Pool requirements and limits. This section will indicate if relevance information is required at the application stage.

Identify Priority Announcements/Funding Pools and Relevant Research Area

To apply for funding through a Priority Announcement/Funding Pools, select the Priority Announcement/Funding Pool title from the list below and the Relevant Research Area(s) (if applicable) addressed by your proposal.

1. Priority Announcement

<table>
<thead>
<tr>
<th>Priority Announcement/Funding Pool Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select Priority Announcement/Funding Pool Title</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Relevant Research Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>List of Relevant Research Areas</td>
</tr>
</tbody>
</table>

2. Priority Announcement
CIHR RESEARCH PRIORITY AREAS

Priority Areas are additional sources of funding for highly rated applications in the CGS D competition that are relevant to specific CIHR research priority areas and mandates. While the CGS to Honor Nelson Mandela is unfunded, the rest are awards valued at $35,000 per year for three years.

- Canada Graduate Scholarship to Honor Nelson Mandela
- Circulatory and Respiratory Health
- HIV/AIDS and/or STBBI
- Patient Oriented Research
- Primary Prevention of Cancer Research
- Research in First Nations, Métis, and/or Inuit Health

Information on Priority Areas can be found at: https://www.researchnet-recherchenet.ca/rnr16/vwOpprntyDtls.do?prog=3735.
UPLOAD SIGNATURE PAGE

• Be sure to enter applicant and supervisor information under the “Identify Participant” tab before downloading the Signature Page.
The supervisor’s signature page will only appear after your supervisor’s information has been entered. If this information is missing, return to the “Identify Participants” section of the application and add your supervisor’s information.
SIGNATURE PAGE – CONTINUED

• Leave the Institution Paid page blank if University of Toronto is the Institution Paid and Research Institution, as we participate in the eApproval process on ResearchNet.

<table>
<thead>
<tr>
<th>Signature of Institution Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td>Institution Paid Signature</td>
</tr>
<tr>
<td>If it is agreed that the general conditions governing Grants and Awards, as well as the statements “Meaning of Signatures on Application Forms” as outlined in the CHRI Grants and Awards Guide, apply to any grant or award made pursuant to this application and are hereby accepted by the applicant(s) institution(s) or the applicant(s) employing Institution(s). A signature is not required at institutions outside of Canada. If both your Program and submitting institution are using the Electronic Approval Tool on ResearchNet, a signature is not required for block 1 if the Authorized Official can bind the institution to all obligations outlined in the “Meaning of Signatures on Application Forms”. If the Authorized Official cannot bind the institution to all obligations in the “Meaning of Signatures on Application Forms”, complete block 2.</td>
</tr>
</tbody>
</table>

1. Signature of Authorized Official: University of Toronto

<table>
<thead>
<tr>
<th>Print Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date:</td>
</tr>
<tr>
<td>Signature:</td>
</tr>
<tr>
<td>X</td>
</tr>
</tbody>
</table>

2. If the Authorized Official above cannot bind the institution to all obligations outlined in the “Meaning of Signatures on Application Forms”, please provide additional signatures below as required.

<table>
<thead>
<tr>
<th>Print Name:</th>
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<tbody>
<tr>
<td>Date:</td>
</tr>
<tr>
<td>Signature:</td>
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<tr>
<td>X</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Signature of Research Institution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Institution Signature at Primary Location of Research (Awards Programs Only)</td>
</tr>
<tr>
<td>If it is agreed that the general conditions governing Grants and Awards, as well as the statements “Meaning of Signatures on Application Forms” for the Authorized Official at the Primary Location of Research (<a href="http://www.chrisc.gc.ca/en/29283.html#L3">http://www.chrisc.gc.ca/en/29283.html#L3</a>) as outlined in the CHRI Grants and Awards Guide, apply to any award made pursuant to this application and are hereby accepted by the Nominated Principal Applicant’s institution where the research is to be conducted.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Print Name:</th>
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</thead>
<tbody>
<tr>
<td>Date:</td>
</tr>
<tr>
<td>Signature:</td>
</tr>
<tr>
<td>X</td>
</tr>
</tbody>
</table>
SUBMITTING THE APPLICATION

- Once all application components are complete and saved, the “Consent and Submit Application” link will appear.

You must confirm that the content of your application is complete prior to being able to submit it.

<table>
<thead>
<tr>
<th>Application Materials</th>
<th>Task Status</th>
<th>Task Completion Date</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application Details</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Identify Participants</td>
<td>✓ Complete</td>
<td>2019-08-16 15:07:13</td>
<td>[Preview]</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>[Edit]</td>
</tr>
<tr>
<td>Di Caterina, Fong</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>[Edit]</td>
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<td></td>
<td></td>
<td></td>
<td>[Preview]</td>
</tr>
<tr>
<td>Attachments</td>
<td></td>
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<td></td>
<td></td>
<td>[Edit]</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>[Preview]</td>
</tr>
<tr>
<td>Joksimovic, Olivera</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td></td>
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<td></td>
<td>[Edit]</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>[Preview]</td>
</tr>
<tr>
<td>Identify Sponsors</td>
<td>✓ Complete</td>
<td>2019-08-16 13:11:40</td>
<td>[Edit]</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>[Preview]</td>
</tr>
<tr>
<td>Enter Proposal Information</td>
<td>✓ Complete</td>
<td>2019-08-16 12:40:09</td>
<td>[Edit]</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>[Preview]</td>
</tr>
<tr>
<td>Attach Other Application Materials</td>
<td>✓ Complete</td>
<td>2019-08-16 12:48:46</td>
<td>[Edit]</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>[Preview]</td>
</tr>
<tr>
<td>Apply to Priority Announcements/Funding Poole/Optional)</td>
<td>✓ Complete</td>
<td>2019-08-16 12:48:46</td>
<td>[Edit]</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>[Preview]</td>
</tr>
<tr>
<td>Print/Upload Signature Pages</td>
<td>✓ Complete</td>
<td>2019-08-16 13:37:56</td>
<td>[Edit]</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>[Preview]</td>
</tr>
<tr>
<td>Application Package (excludes CCVs)</td>
<td>✓ Complete</td>
<td>2019-08-16 13:37:56</td>
<td>[Edit]</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>[Preview]</td>
</tr>
</tbody>
</table>

Note: The application package PDF includes uploaded personal CVs but excludes CCVs identified with a CCV confirmation number. These CCVs can be individually previewed above.

I have verified that all tasks are complete and previewed the components of my application as specified in the Funding Opportunity. I understand that CIHR assumes no responsibility in following-up with me should my application be incomplete or if I do not contain all the required consents and/or signatures. I understand that incomplete applications are withdrawn from the competition.

Consent and Submit Application
AFTER SUBMITTING THE APPLICATION

• The submitted application will disappear from the “Current Activities” tab, and will instead appear in the “Completed Activities” tab.
WHAT HAPPENS AFTER YOU SUBMIT YOUR APPLICATION?

1. **Graduate unit review:** The graduate unit (your department) reviews all applications submitted to them. They will forward all eligible applications to SGS (no departmental quota).

2. **SGS review:** SGS reviews all applications received from units for the university-wide competition. The SGS Awards Committee selects the top applicants to forward to CIHR for the national competition. Each file is read by three committee members who are outside the applicant’s department.

3. **CIHR review:** CIHR reviews all applications received for the national competition and selects the recipients for the 2023-24 awards. Results are communicated directly by CIHR via ResearchNet in late April.

If your application is deemed ineligible, you should receive an email from your department letting you know. Most applications will be forwarded to SGS; we will let you know the outcome of the SGS review (i.e., whether your application is being forwarded to CIHR).
### ANNUAL CIHR CGS D STATISTICS

<table>
<thead>
<tr>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Applications reviewed by SGS</td>
<td>N/A*</td>
<td>N/A*</td>
<td>99</td>
<td>174</td>
<td>188</td>
</tr>
<tr>
<td>Applications forwarded to CIHR</td>
<td>121</td>
<td>140</td>
<td>71</td>
<td>90</td>
<td>114</td>
</tr>
<tr>
<td>Awards received</td>
<td>12</td>
<td>33</td>
<td>23</td>
<td>33</td>
<td>40</td>
</tr>
<tr>
<td>Success rate of forwarded apps</td>
<td>9.92%</td>
<td>23.57%</td>
<td>32.39%</td>
<td>36.67%</td>
<td>35.09%</td>
</tr>
</tbody>
</table>

*No quota process prior to 2020-21.
ADDITIONAL TIPS
WHAT MAKES A GREAT MERIT-BASED APPLICATION?

ADVICE FROM GRADUATE AWARDS OFFICE & PROF. MALCOLM CAMPBELL (FORMER VICE-PRINCIPAL RESEARCH, UTSC)

• Reviewers spend 6-8 minutes on each application. You have a short period of time to sell yourself on paper.

• Make sure to “hit” all the selection/evaluation criteria. (These criteria were outlined on Slide 9.)
ACADEMIC ACHIEVEMENTS

• Reviewers look heavily at progress. Ongoing awards look good. Publications, historical grade trends, and productivity are all important.

• Include information about your contributions/role in a project, the impact of your work, awards, presentations, research background, communication achievements, leadership roles (volunteer, elected positions, clubs, sports, etc.).

• Limit your discussion to university-level achievements.
RESEARCH PROPOSAL/PLAN OF STUDY

• Write a clear and concise research proposal that an educated non-expert can understand.

• Give your proposal to as many people as possible to review. Ideally, you should give it to:
  o A professor or senior graduate student who can critique it from the perspective of someone in your discipline.
  o Someone outside your field who can assess it for readability.

• Read the proposal out loud to yourself and others. If it doesn’t sound natural, it needs more work.

• Engage the reviewer.

• Highlight the importance/significance of your work. You want the reviewer to advocate for your application!
WRITING STYLE AND FORMATTING

• Make it easy for the reviewer to find key information.
• Use headings.
• Apply boldface or underlined text strategically.
• Be clear and succinct; be scholarly but understandable.
• Be straightforward and emphasize your strengths – this is not a time to be shy!
• Follow formatting standards.
QUESTIONS?

• CIHR applications, awards, or technical help with ResearchNet: support-soutien@cihr-irsc.gc.ca

• University of Toronto:
  Janine Harper,
  Graduate Awards Officer
  School of Graduate Studies
  416-978-3555
  janine.harper@utoronto.ca