**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 & Competition Specifics

• Questions
CIHR DOCTORAL COMPETITION

CIHR CANADA GRADUATE SCHOLARSHIP (CGS) DOCTORAL AWARDS

• $35,000 per year for 36 months
• Can only be held at a recognized Canadian university

• Reminder: as of 2023-24, there is no separate Research Allowance
  o However, this change is not retroactive to previous years’ recipients

• As of this year (2024-25), COVID-19-related allowances (e.g., award deferrals for COVID-related reasons) have been discontinued by all three Tri-Agency branches
CIHR COMPETITION OVERVIEW

• The deadline to apply is set by your graduate department.

• 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: 925

• U of T’s quota: 117
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: https://www.science.gc.ca/eic/site/063.nsf/eng/h_FEE7261A.html?OpenDocument

• The Graduate Awards Office cannot advise students on which agency branch to apply through. Students with questions about selecting an agency are invited to email NSERC or SSHRC directly for advice.
BASIC CGS ELIGIBILITY REQUIREMENTS (1)

• 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](https://www.nserc-crsng.gc.ca/Students-Etudiants/PG-CS/CGSD-BESCD_eng.asp#a4).

• Be a Canadian citizen, 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.

• 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.

• Months of study eligibility requirements have been updated and clarified this year – see next slide.
BASIC CGS ELIGIBILITY REQUIREMENTS (2)

- Have completed no more than:
  - **24 months** of full-time study in their doctoral program or the PhD portion of their joint professional undergraduate/PhD program (e.g., MD/PhD) by December 31 of the calendar year of application **if previously enrolled in a graduate program**.
    - This category includes applicants who transfer from a master’s program to a PhD program (“fast-track”).
    - For all students in this category, only months of study in the PhD portion of the degree program will be counted.
    - Months are counted based on registration as recorded on the student's transcripts.
  - **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.
    - Applicants registered in a “direct-entry PhD” program at U of T who previously completed or were previously enrolled in any graduate degree program belong in the 24-month category.
  - **36 months** of full-time study in their joint program by December 31 of the calendar year of application **if enrolled in a joint graduate program** (e.g., MA/PhD, MSc/PhD), whether or not they were previously enrolled in a master’s degree program.
    - Months of study are calculated starting from the date on which the applicant is officially registered in the joint program (including the master’s portion of the program).
    - Fast-track students do not obtain a master’s degree as part of their program and therefore do not belong in this category.
### APPLICANT WEIGHTING

**DETAILED REVIEWER INSTRUCTIONS:** [HTTPS://CIHR-IRSC.GC.CA/E/33043.HTML](https://cihr-irsc.gc.ca/e/33043.html)

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Elements</th>
<th>Weighting</th>
</tr>
</thead>
</table>
| Research Ability/Potential            | • Quality of research proposal  
• Relevant training (e.g., academic training, lived experience, traditional teachings)  
• Research experience and achievements relative to expectations of someone with the candidate’s academic experience  
• Quality of contributions and extent to which they advance the field of research  
• Demonstration of sound judgment and ability to think critically  
• Demonstration of responsible and ethical research conduct  
• Enthusiasm for research, originality, initiative, autonomy, relevant community involvement and outreach  
• Ability or potential to communicate theoretical, technical, and/or scientific concepts clearly and logically in written and oral formats | 50%       |
| Relevant experience and achievements obtained within and beyond academia | • Scholarships, awards, and distinctions (amount, duration, and prestige)  
• Academic record  
• Professional, academic, and extracurricular activities and collaborations with supervisors, colleagues, peers, students, and members of the community | 50%       |
# INSTITUTIONAL QUOTAS FOR 2024-25

<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>4</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>3</td>
</tr>
<tr>
<td>Sinai Health System (Toronto)</td>
<td>7</td>
</tr>
<tr>
<td>St. Michael’s Hospital (Toronto)</td>
<td>4</td>
</tr>
<tr>
<td>Sunnybrook Research Institute (Toronto)</td>
<td>7</td>
</tr>
<tr>
<td>University Health Network (Toronto)</td>
<td>22</td>
</tr>
<tr>
<td><strong>University of Toronto</strong></td>
<td>117</td>
</tr>
<tr>
<td>Women’s College Hospital (Toronto)</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>210</td>
</tr>
</tbody>
</table>
APPLICATION PROCESS (1)

• Students registered in a U of T graduate degree program at any time between January 1\textsuperscript{st} and December 31\textsuperscript{st}, 2023, 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 3\textsuperscript{rd}. Note: this is the hard deadline when applications go offline. \textbf{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.
APPLICATION PROCESS (2)

• 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

<table>
<thead>
<tr>
<th>Agency</th>
<th>CIHR</th>
</tr>
</thead>
<tbody>
<tr>
<td>PIN/System</td>
<td>252187</td>
</tr>
</tbody>
</table>

CREATING A CANADIAN COMMON CV (CCV) ACCOUNT
• 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.
LEAVES OF ABSENCE / SPECIAL CIRCUMSTANCES

Leaves of Absence and Impact on Research

* Leave Type
  - Other Circumstances

* Start Date
  - Year: 2017
  - March

* End Date
  - Year: 2018
  - March

Organization

- Organization
- Organization Type
- Country
- Subdivision

Other Organization

* Absence and Impact Description
  - Explanation regarding low grade on transcript
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

<table>
<thead>
<tr>
<th>Name</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Banting Postdoctoral Fellowships - 2023-2024 (2023-09-20)</td>
<td><a href="#">Apply to this Opportunity</a></td>
</tr>
<tr>
<td>Catalyst Grant - Health impacts of Gambling and Gaming (2023-09-26)</td>
<td><a href="#">Apply to this Opportunity</a></td>
</tr>
<tr>
<td>Catalyst Grant - Healthy Youth (2023) (2023-10-12)</td>
<td><a href="#">Apply to this Opportunity</a></td>
</tr>
<tr>
<td>Chair - Applied Public Health (2023-10-04)</td>
<td><a href="#">Apply to this Opportunity</a></td>
</tr>
<tr>
<td>Doctoral Research Award - Canada Graduate Scholarships Doctoral Award: 2023-2024 (2023-11-21)</td>
<td><a href="#">Apply to this Opportunity</a></td>
</tr>
</tbody>
</table>
STARTING AN APPLICATION ON RESEARCHNET
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: 2023-2024
- Program Launch Date: 2023-07-20

Important Dates

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Competition</td>
<td>202311FBD</td>
</tr>
<tr>
<td>Application Deadline</td>
<td>2023-11-21</td>
</tr>
<tr>
<td>Anticipated Notice of Decision</td>
<td>2024-04-30</td>
</tr>
<tr>
<td>Funding Start Date</td>
<td>2024-05-01</td>
</tr>
</tbody>
</table>
STARTING AN APPLICATION ON RESEARCHNET

<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 2023-2024 - Doctoral Research Award</td>
<td>Application</td>
<td>Add Additional Description</td>
<td>RN520715</td>
<td>2023-11-21</td>
</tr>
</tbody>
</table>
### STARTING AN APPLICATION ON RESEARCHNET

<table>
<thead>
<tr>
<th>Task</th>
<th>Status</th>
<th>Task Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Identify Participants</td>
<td>Incomplete</td>
<td></td>
</tr>
<tr>
<td>Identify Sponsors</td>
<td>Incomplete</td>
<td></td>
</tr>
<tr>
<td>Enter Proposal Information</td>
<td>Incomplete</td>
<td></td>
</tr>
<tr>
<td>Attach Other Application Materials</td>
<td>Incomplete</td>
<td></td>
</tr>
<tr>
<td>Apply to Priority Announcements/Funding Pools (Optional)</td>
<td>Incomplete</td>
<td></td>
</tr>
<tr>
<td>Print/Upload Signature Pages</td>
<td>Incomplete</td>
<td></td>
</tr>
<tr>
<td>Preview</td>
<td>Incomplete</td>
<td></td>
</tr>
<tr>
<td>Consent and Submit</td>
<td>Incomplete</td>
<td></td>
</tr>
</tbody>
</table>

### Activity Messages

**Change to the Question Relating to Clinical Trials**

As of March 23rd, the question relating to clinical trials found in the Enter Proposal Information – Details sub-task has been updated. Please review and ensure the appropriate response has been recorded.

### 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-srdian@chicsespc.ca.
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.

<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]
• CIHR’s guidelines for the competition indicate that you must at minimum identify a Principal Applicant (i.e., you) and a Primary Supervisor.
  ○ If you identify your supervisor only as a “Supervisor” (not a “Primary Supervisor”), the application system will give you an error message about an incomplete application component and you will not be able to submit it.

• Your “Primary Supervisor” for the purposes of this competition is your supervisor in your current degree program.

• If you are a new PhD student, you may not have a supervisor yet, but someone still needs to be identified as your Primary Supervisor here so that they can sign your forms for you.
  ○ If you don’t have a supervisor right now, check with your graduate department to see whether they have designated someone to act in this role.
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
IDENTIFY PARTICIPANTS – CONTINUED

• In addition to selecting U of T as your Institution, make sure to identify your Faculty and Department.
  o “Faculty” refers to the faculty that houses your graduate department (not a faculty member).
  o “Department” refers to the department in which you’re doing your graduate studies.

• Your application must be reviewed for eligibility by your department prior to being forwarded to SGS for the university-wide competition. Selecting the right department helps your department’s graduate administrator to identify your file and include it in their review.

(Enter a code directly if you know it, or click the search button to look it up.)
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)
  
  1800 (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 or
  - 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.
INFORMATION FOR BLACK APPLICANTS

• The Government of Canada has deployed additional funds to increase direct support for Black scholars. CGS D applicants who self-identify as Black and provide consent in their application to be considered for funds designated to specific groups may be able to receive this funding through a doctoral scholarship as part of this initiative. CIHR has 10 additional CGS D awards reserved for this initiative.

• Accordingly, Black applicants are encouraged to self-identify within their respective award applications (in the EDI survey form) in order to be considered for these additional funding opportunities from CIHR.

• At this time, self-identification data is not shared with institutions.
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.
<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 will be submitted. Please ensure that this is the sponsor that you want to submit for this component.

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

Dear Smart Professor,

Fong Di Caterina 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-recherchenet.ca/mr15/sponsorSubmission.do?sponsorKey=qpmENv7eyJGc4A5nYAegA&_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-irsc.gc.ca or by phone at 613-954-1968/1-866-603-1478. For service hours, please consult our Contact Us page: https://www.researchnet-recherchenet.ca/mr15/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: 2019-09-19 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.

Candidate: Fong Di Catena

- First Name: Smart
- Last Name: Professor
- Position: Professor
- Institution: University of Toronto
- Department: 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: 

Assessment Status: Not Submitted

[View PDF] [Submit]
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/mr16\DisplayStaticHtmlServlet?content=contactushtml&language=E

Sincerely,

Fong Di Caterina via ResearchNet

--------------------------
REFEREE VIEW

• Your referee can view their completed assessment through the original email link.
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 sponsor assessments.
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.
RESEARCH INSTITUTION DEADLINE DATE - CONTINUED

• In order for this deadline date to appear, you must complete the “Institution Paid” field in the “Enter Proposal Information” task.
PROPOSAL INFORMATION – SEX AND GENDER

• You must indicate whether and how sex and/or gender are taken into account in your proposed research.

• Either way, you must briefly justify your answer in the space provided.

• This information will be visible to reviewers.

• If you answer “yes” to one or both of these questions, reviewers will also expect to see some discussion of sex and/or gender in your research proposal.
• CIHR categorizes health research in four broad themes. For more information on these categories, please visit CIHR's website:
  o Biomedical Research
  o Clinical Research
  o Health Services Research
  o Social, Cultural, Environmental, and Population Health Research
**PROPOSAL INFORMATION**

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**

- **Training Expectations**: 2019-08-16

  *PDF file exceeds maximum number of pages allowed: 1.*

- **Research Project Summary**: 

  Choose File: No file chosen
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 and 1:1 Writing Centre consultations for students. [https://www.sgs.utoronto.ca/resources-supports/gcac/](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.

### Attach Other Application Materials

Upload any other application materials you wish to include with your application package. For program specific information consult the "Eligibility" and the "How to Apply" sections of this funding opportunity.

All documents must be in PDF format. When uploading a document or multiple documents simultaneously, the total size of the attached document(s) cannot exceed 30 Mb.

<table>
<thead>
<tr>
<th>Document Type</th>
<th>Description</th>
<th>Upload Date</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>* Other (required)</td>
<td></td>
<td></td>
<td>Choose File</td>
</tr>
<tr>
<td>* Transcript (required)</td>
<td></td>
<td></td>
<td>Choose File</td>
</tr>
</tbody>
</table>

No additional documents can be uploaded.
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.
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:

• Complete and print the “Doctoral Studies Timelines” form, which is available through the CIHR website under the Index of Funding Related Forms.
  o The “Combined Program (Non-PhD portion)” column is for students in joint programs to indicate registration in the non-PhD portion of their program (e.g., the MD portion of an MD/PhD program).
  o Fast-tracked students (e.g., MSc-to-PhD transfers) are not considered to be in a joint/combined program for the purposes of this competition. They should only indicate months spent in the PhD portion of their program on the form and should not use the “Combined Program (Non-PhD portion)” column at all.

• Provide up-to-date transcripts of the applicant’s complete academic record. This includes all undergraduate and graduate studies, whether completed or in progress.
TRANSCRIPTS – CONTINUED

• **New in 2023-24:** applicants are permitted to submit unofficial transcripts (including student web services transcripts).
  - CIHR may contact administrative staff at applicants’ institutions or applicants directly in order to verify that the contents of the submitted transcripts are true, complete and accurate.
  - SGS recommends that students submit official transcripts whenever possible as reviewers will find them easier to read and authenticity will not be questioned.

• Transcripts must be up-to-date. Up-to-date transcripts are defined as transcripts **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).

• Official electronic transcripts are acceptable but should be “printed to PDF” before uploading or combining with other transcripts (e.g., using a web browser, Adobe Acrobat Reader, or other freely available PDF software).

• Applicants should provide all transcripts in a single flat file (**no PDF portfolios**).
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

Priority Announcement/Funding Pool Title

Select Priority Announcement/Funding Pool Title

Relevant Research Area

List of Relevant Research Areas

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 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, with mostly three awards available per area.

- Bioinformatics and Computational Biology
- Canada Graduate Scholarship to Honor Nelson Mandela
- Centre for Research on Pandemic Preparedness and Health Emergencies
- HIV/AIDS and/or STBBI
- Research in First Nations, Métis, and/or Inuit Health
- Sex, Gender and Intersectionality in Health Research

More information on Priority Areas can be found on ResearchNet.
UPLOAD SIGNATURE PAGE

• Be sure to enter applicant and supervisor information under the “Identify Participant” tab before downloading the Signature Page.
SIGNATURE PAGE - CONTINUED

• Applicants will find a “Routing Slip” page just before the Signature Page.

• The information on this page is automatically filled in when ResearchNet generates the file.

• It is normal for most of this page to be left blank by the system, as most of the fields will not apply to CGS D applicants. Do not manually enter any information in the “Relevant Research Area,” “Title of Priority Announcement/Funding Pools,” or “Linked Programs” areas.
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.

<table>
<thead>
<tr>
<th>Surname</th>
<th>Given Names</th>
<th>Role</th>
<th>Signature</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joksimovic</td>
<td>Olivera</td>
<td>Primary Supervisor</td>
<td>X</td>
</tr>
<tr>
<td>Institution</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>University of Toronto</td>
<td>Faculty of Medicine</td>
<td>Department of Anatomy and Cell Biology</td>
<td>Date</td>
</tr>
</tbody>
</table>

Consent to Disclosure of Personal Information

I understand that maintaining public trust in the integrity of researchers is fundamental to building a knowledge-based society. By submitting this application or by accepting funding from CIHR, NSERC and/or SSHRC, I affirm that I have read and I agree to respect all the policies of the Agencies that are relevant to my research, including the Tri-Agency Framework: Responsible Conduct of Research (http://www.nrc.canada.ca/en/policy-politique/framework cadre/).

In cases of a serious breach of agency policy, the agency may publicly disclose any information relevant to the breach that is in the public interest, including my name, the nature of the breach, the institution where I was employed at the time of the breach, the institution where I am currently employed, and the recourses imposed against me.

I accept this as a condition of applying for or receiving Agency funding and I consent to such disclosure.
SIGNATURE PAGE – CONTINUED

- Leave the Institution Paid page completely blank if University of Toronto is the Institution Paid and Research Institution, as we participate in the eApproval process on ResearchNet.
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>Preview</td>
</tr>
<tr>
<td>Identify Participants</td>
<td>✅ Complete</td>
<td>2019-08-16 15:07:13</td>
<td>Edit</td>
</tr>
<tr>
<td>Di Caterina, Fong CCV: 1007532</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Attachments</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Joksimovic, Olivera</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Identify Sponsors</td>
<td>✅ Complete</td>
<td>2019-08-16 13:11:40</td>
<td>Edit</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>Attach Other Application Materials</td>
<td>✅ Complete</td>
<td>2019-08-16 12:48:46</td>
<td>Edit</td>
</tr>
<tr>
<td>Apply to Priority Announcements/Funding Pools</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Optional)</td>
<td></td>
<td></td>
<td></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>Application Package (excludes CCVs)</td>
<td></td>
<td></td>
<td></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, 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 (there is no departmental quota for CIHR CGS D).

2. **SGS review:** SGS reviews all applications received from graduate 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. 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>
<th></th>
<th>2019-20</th>
<th>2020-21</th>
<th>2021-22</th>
<th>2022-23</th>
<th>2023-24</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applications reviewed by SGS</td>
<td>N/A*</td>
<td>99</td>
<td>174</td>
<td>188</td>
<td>174</td>
</tr>
<tr>
<td>Applications forwarded to CIHR</td>
<td>140</td>
<td>71</td>
<td>90</td>
<td>114</td>
<td>116</td>
</tr>
<tr>
<td>Awards received</td>
<td>33</td>
<td>23</td>
<td>33</td>
<td>40</td>
<td>40</td>
</tr>
<tr>
<td>Success rate of forwarded applications</td>
<td>23.57%</td>
<td>32.39%</td>
<td>36.67%</td>
<td>35.09%</td>
<td>34.48%</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 10.)
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 CIHR’s formatting requirements for the presentation of your documents.
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