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Funding Opportunity Details

Program Name Master's Award: 2011-2012
 (Frederick Banting and Charles Best Canada Graduate Scholarships - Master's Award)

Program Launch Date 2011-06-23

Important Dates

Competition	201202GSM
Application Deadline	2012-02-01
Anticipated Notice of Decision	2012-07-16
Funding Start Date	2012-09-01

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Description

The Canada Graduate Scholarships Master's Awards administered by CIHR are intended to provide special recognition and support to students who are pursuing a Master's degree in a health related field in Canada. These candidates are expected to have an exceptionally high potential for future research achievement and productivity.

Funds Available

CIHR and external partner(s) financial contributions for this initiative are subject to availability of funds. Should CIHR or external partner(s) funding levels not be available or are decreased due to unforeseen

circumstances, CIHR and partner(s) reserve the right to **reduce, defer or suspend financial contributions** to grants received as a result of this funding opportunity.

Applications are invited in all areas of health research.

For this competition, applications will be accepted in all areas of health research, including [biomedical, clinical, health services and policy, and social, cultural, environmental and population health](#).

- The total amount available for this funding opportunity is \$2.4M, enough to fund approximately 140 awards. The maximum amount per award is \$ 17,500 for up to one year. This funding is non-renewable.
- Trainee stipend: \$ 17,500 per annum.

Funds Available for Specific Research Areas

Funds are also available for this competition to support Master's Award applications in specific research areas:

- [Master's Award: Winter 2012 Priority Announcement \(Specific Research Areas\)](#)

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Objectives

The specific objective of the Government of Canada's Canada Graduate Scholarships program is to help ensure a reliable supply of highly qualified personnel to meet the needs of Canada's knowledge economy.

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Eligibility

Eligibility criteria for all CIHR research funding programs apply. The business office of the institution of an eligible Nominated Principal Applicant generally administers CIHR funds. Refer to the [Individual Eligibility Requirements](#) regarding the eligibility requirements for individuals and institutions.

Eligibility to Apply

For your application to be eligible:

1. The Nominated Principal Applicant must be:
 - a. A [trainee](#).
 - b. A Canadian citizen or a permanent resident of Canada.
2. If applicable, at least one project participant, other than the Nominated Principal Applicant, must be a [supervisor](#).

Eligibility requirements specific to this funding opportunity include the following:

- The Nominated Principal Applicant must be seeking financial support to pursue their first graduate degree (i.e., Master's or PhD).
- At the time of the CIHR deadline for application (February 1, 2012), the Nominated Principal Applicant must:
 - i. have completed or be in the last year of a Bachelor's degree; or,
 - ii. have been registered for no more than ten months as a full-time student at the Master's level*; and/or,
 - iii. have been registered for no more than ten months as a full-time PhD student and were admitted to the PhD program directly from the Bachelor's degree*.

* All previous studies at the graduate level, regardless of discipline, either course-based or research-based, and regardless of student status will be included in determining eligibility.

Please note that two months of part-time or special student status study will be counted as one month of full-time study.

- Only those students engaged in full-time master's or doctoral research training (research training is defined as a minimum of 30 hours/week dedicated to research and course work) in a graduate school are eligible for support.
- The Nominated Principal Applicant must not have already held an award from SSHRC, NSERC, CIHR or any other federal source to undertake and/or complete a Master's or PhD degree.
- The maximum duration of award funding from all federal sources to undertake graduate studies is four years, including a maximum one (1) year at the Master's level. The only exception is in the case of a Health Professional funded through the CIHR Fellowship award program.
- With the exceptions noted below, applicants may submit only one training or salary award application per year (September 1 to August 31) to the Natural Sciences and Engineering Research Council of Canada (NSERC) or to the Canadian Institutes of Health Research (CIHR) or to the Social Sciences and Humanities Research Council of Canada (SSHRC).
- With the exceptions noted below, applicants must choose the most appropriate CIHR research training or salary award program for which they are eligible and they must wait until after they are notified of the decision of that application before they can submit another application to another funding opportunity. A request for funding through CIHR's Priority Announcements is not considered to be a duplicate application submission.

Exceptions:

- Individuals eligible to apply to the [Vanier Canada Graduate Scholarships program](#) may submit an application to both the Vanier and Master's programs; however, they must both be submitted to the same agency (CIHR, NSERC or SSHRC).*
- Individuals eligible to apply to the [Banting Postdoctoral Fellowships program](#) may submit an application to both the Banting and CIHR Master's programs.*

*These are the only exceptions where an individual may submit an application to the Master's program and another funding opportunity in the same year (i.e. September through August), whether to CIHR, or to the other two federal funding agencies (NSERC, SSHRC).

Note : Persons with a health professional degree who seek support for Master's or PhD research training may be eligible to apply to this program, but should also consult the guidelines for the [CIHR Fellowship award program](#). Those eligible for both have the option of applying to either program but not to both in the same year (i.e., September through August). Please note that a person holding a health professional degree would receive a higher stipend only through the CIHR Fellowship award program.

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Guidelines

General CIHR Guidelines

This funding opportunity will comply fully with the policies and guidelines as outlined in the [CIHR Grants and Awards Guide](#). Applicants are encouraged to demonstrate the use of [Gender and Sex-Based Analysis](#) in applications.

Allowable Costs

Recipients should review the [Use of Grant Funds](#) section of the Tri-Agency (CIHR, NSERC and SSHRC) Financial Administration Guide for a complete listing and description of allowable costs and activities.

Global Health Research and International Collaborations

As outlined in the CIHR Grants and Awards Guide [Global Health Research Section](#) and the [International Collaborations Section](#), applicants who are eligible for CIHR funding may apply to CIHR's funding opportunities for funds to support research to be carried out in, or in direct collaboration with researchers and/or knowledge users based in, other countries. CIHR contributes to, and supports international research projects and international collaborations to address a range of research areas, including but

not limited to established priorities in [global health research](#) and contributes to the development of health-research capacity both internationally and at home.

Conditions of Funding

Successful applicants funded through this funding opportunity and any other persons working on the project must comply fully with the [CIHR Funding Policies](#). Policies and guidelines cover areas such as Applicant Responsibilities, Official Languages policy, Access to Information and Privacy Acts, and Acknowledgement of CIHR's Support. Successful applicants will be informed of any special financial requirements prior to the release of funds or when they receive CIHR's Authorization for Funding (AFF) document.

In addition to CIHR standard guidelines and requirements, the following special requirements shall apply:

- This award must be accepted within 15 working days of the date of offer or the award will be cancelled and offered to the next fundable applicant.
- Successful candidates must be registered full-time in the first or second year of a Master's or PhD program in which research is a major component (awards will take effect only after proof of registration is received).
- Successful candidates must be supervised by a researcher who holds research funds while holding this award.
- Successful candidates must not have already held, or hold, an award from SSHRC, NSERC, CIHR or any other federal source to undertake and/or complete a Master's or PhD degree.
- Awards must be taken up within six months of the date of offer and must start September 1 or January 1 following the offer of award.

Access to Information Act and Privacy Act, and the Personal Information Protection and Electronic Documents Act (PIPEDA)

All personal information collected by CIHR about applicants is used to review applications, to recruit reviewers, to administer and monitor grants and awards, to compile statistics, and to promote and support health research in Canada. Consistent with these purposes, applicants should also expect that information collected by CIHR may be shared as described in CIHR's [Policy on Conflict of Interest and Confidentiality in the context of Merit, Relevance and Peer Review](#) (CCIP).

CIHR as a federal entity is subject to the Access to Information Act and the Privacy Act, therefore the requirements of these two statutes will apply to all information located in CIHR's premises including, without limitation, cost-sharing agreements related to this funding opportunity and all matters pertaining thereto.

While respecting the application of the Privacy Act to federal entities, all signing parties involved in a collaborative agreement will also be bound by the Personal Information Protection and Electronic Documents Act (PIPEDA). All personal information (as identified by the PIPEDA) collected, used or disclosed in the course of any commercial activity under collaborative agreements related to the Funding opportunity will be collected, used and disclosed in compliance with the PIPEDA.

Tri-Council Guidelines for Health Research Involving Aboriginal People

Applicants whose proposed research will involve Aboriginal People, please consult [Ethics of Health Research Involving First Nations, Inuit and Métis People](#).

Communication Requirements

Funding recipients are required to acknowledge CIHR, its institutes and partners in any communication or publication related to the project. See [Communication of Competition Results](#) for details on CIHR's communication requirements. The contributing institutes/partners will be identified on the Authorization for Funding (AFF) and decision letter.

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Performance Measurement

CIHR is committed to collecting and disseminating information on the outputs and impacts of the research it funds. This information is an important part of CIHR accountability within the Federal Government and to Canadians.

- The Nominated Principal Applicant must contribute to the monitoring, review and evaluation of CIHR's programs, policies and processes by participating in evaluation studies, surveys, workshops, audits and providing data or reports as required for the purpose of collecting information to assess progress and results.
- The Nominated Principal Applicant must also encourage their associates, trainees and administration to participate in the monitoring, review and evaluation of CIHR's programs, policies and processes as required.

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Review Process and Evaluation

Review Committee

A CIHR review committee will evaluate the full applications. The committee may be drawn from one of CIHR's pre-existing committees or may be created specifically for this funding opportunity. Committee members are selected based on suggestions from many sources including the institute(s)/ branch(es) and partner(s), following CIHR's [Policy on Conflict of Interest and Confidentiality in the context of Merit, Relevance and Peer Review](#) (CCIP).

For information on CIHR's peer review process in general, see the [Understand Peer Review](#) section of CIHR's website.

Evaluation Criteria

Master's Awards are reviewed in accordance with the [Guide for Reviewers – CIHR Master's Award](#).

The following general criteria for evaluating training award applications will be used:

- Achievements and Activities of the Candidate
- Characteristics and Abilities of the Candidate
- Research Training Environment

Funding Decision

Upon completion of peer review, we will generate the ranking list, ratings and recommendations. The list will be used for funding decision-making purposes and will remain anonymous unless applicants have provided written consent to share nominative information.

Applications will be funded from the top down in order of ranking as far as the budget will allow.

Applications that receive a rating below 3.5 will not be funded.

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How to Apply

Important: Please read all instructions to familiarize yourself with the application process before applying. For new applicants or for those wanting a reminder of the main application procedures, an overview of CIHR's application processes can be found under [Apply for Funding](#). Note that these are general instructions only as the specific application instructions for this funding opportunity are located below.

- The application process for this funding opportunity is comprised of one step: Application.
- To complete your Application, follow the instructions in the [Master's Awards – ResearchNet](#)

["Application" Phase Instructions](#). Along with any additional instructions found below under "Specific Instructions".

- Reminder to applicants: Please ensure that your application is [complete](#) (includes all required signatures) and is submitted on time to CIHR.

Submission Requirements

- Your Application will be submitted using [ResearchNet](#). Scan and upload the signed signature pages including the routing slip in the Print/Upload Signature Pages task in ResearchNet prior to submitting your application.
- Please note a CIHR pin is required to apply to this Funding Opportunity (for both the applicant and supervisor(s)). When you register, it takes up to one full working day to process your CIHR pin.

Methods of application submission

- There are two methods of applying for this opportunity, through a Canadian institution or directly to CIHR. You must apply using the correct method for your application to be eligible:
 - Through the Canadian institution at which the candidate will be registered* during the Fall semester prior to the CIHR deadline.
 - (*I.E.: registered in any level course, or in any other capacity; for example, part-time, full-time, one course only, course not related to the master's program, or special student, medical resident, etc.)
 - Deadlines are set by the university; please contact them for deadlines, as a pre-selection process may be held at the university level. CIHR will provide each eligible Canadian institution an allocated number of submissions allowed by that institution.
 - Institutions must submit their applications to CIHR no later than February 1, 2011 for them to be considered in the competition.
 - Directly to CIHR, for candidates who will not be registered at a Canadian institution during the Fall semester prior to the CIHR deadline.

Specific Instructions

- Task 2: Identify Sponsors:
 - CIHR Sponsor's Assessment of a Candidate for a Canada Graduate Scholarships (CGS) - Master's Award to be completed by two sponsors who have had an opportunity to assess the candidate's potential - one of these should be the candidate's most recent research supervisor, if applicable.
- Task 3: Attach CVs and Supporting Documents:
 - Common CV Modules (validated for CIHR) for the candidate only. Draft and registration copies will not be accepted.
- Task 6: Attach Other Application Materials
 1. Official transcripts* of the candidate's complete academic record to date (including Undergraduate & Graduate transcripts and transcripts from the fall session prior to the CIHR deadline) must be provided by scanning both sides of the required transcript(s) as a single .pdf document (even if there are multiple transcripts – total file size not to exceed 30 Mb) and attaching it under "Transcripts" in the "Attach Other Application Materials" task (please verify that the scanned documents are complete and legible when you perform the "Preview Application Materials" task in ResearchNet). Certified true copies will only be accepted from institutions outside North America (translated into either English or French).

* CIHR considers scanned versions of official paper transcripts issued by the Registrar's Office to the student to be official transcripts. Opening the envelope to scan the transcript will not render it unofficial for CIHR's purposes; however, screenshots/printouts from websites will not be accepted.

- Note: Please retain the paper cop(ies) of any uploaded transcripts as you may be asked to provide these to CIHR for verification purposes at any point in the process.
- If an official transcript is not the most up to date available from the institution for a degree in progress or completed (i.e. does not demonstrate that the candidate is still enrolled as a student or has obtained the degree), an official letter (or a certificate of registration) from the institution (Registrar's office or equivalent) is

required.

- If an official transcript is not available from the institution for a degree in progress, an official letter from the institution (Registrar's office or equivalent) stating that the candidate is currently registered is required.

2. You must attach a proof of Canadian citizenship or permanent residency in Canada.

Updates to applications

- In order to ensure fairness in the evaluation of the Master's Award applications, equivalent time must be guaranteed for each reviewer to assess each complete application. As a result, CIHR will accept specific updates to applications (notices of acceptance of publications and notices of any other funding requested or received only) until March 1, 2012.

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Contact Information

For questions on CIHR funding guidelines, how to apply, and the peer review process contact:

CGS - Master's Award Program Delivery Coordinator
Canadian Institutes of Health Research
Telephone: 613-952-0763
Fax: 613-954-1800
Email: CGSMA@cihr-irsc.gc.ca

If you are experiencing technical difficulties with your ResearchNet account or the e-Submission process contact:

CIHR ResearchNet Support
Canadian Institutes of Health Research
Telephone: 613-941-9080
Email: support@researchnet-recherchenet.ca

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