

Research Western – Postdoctoral Fellowship Application Form - 2019

Application Instructions

Before completing this application, please read the *Research Western – Postdoctoral Fellowship Guidelines*.

Applicants must abide by all rules, guidelines, and instructions included in that document, in addition to instructions provided in this application form.

Deadline: February 8, 2019 by 2:00p.m. (Eastern Time)

Submit this form and all required attachments to: intgrant@uwo.ca

(Please note: Do not combine the documents. All files will be combined for reviewers by Research Western.)

Incomplete applications may be excluded from the competition.

Applications received after the deadline will be excluded from the competition

(Extensions – if any – will only be granted in extreme circumstances and with the approval of an Associate Vice-President Research or their designate.)

A. Applicant Information

| | | | |
|--|---|---|--|
| Name | | | |
| Title of Proposed Postdoctoral Research Project | | | |
| Address | | | |
| Email | | Phone | |
| Citizenship | <input type="checkbox"/> Canadian <input type="checkbox"/> Permanent Resident of Canada <input type="checkbox"/> Foreign National | Are you eligible to obtain a Citizen and Immigration Canada (CIC) Work Permit? | <input type="checkbox"/> Yes <input type="checkbox"/> Don't Know <input type="checkbox"/> No |

Applicant:

Supervisor:

B. Post-Doctoral Research Project Overview

| | | | |
|--|---|---|---|
| Title of Proposed Postdoctoral Research Project | | | |
| Postdoctoral Supervisor(s) | <i>(Primary Supervisor)</i> | | <i>(Department of Primary Supervisor)</i> |
| | <i>(Co-supervisor – if applicable)</i> | | <i>(Co-supervisor – if applicable)</i> |
| The primary supervisor named above has agreed to supervise this postdoctoral project and the primary supervisor has secured the required matching funds (see <i>Guidelines</i> document): | | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Descriptors/Key Words | | | |
| Is the proposed project interdisciplinary? | <input type="checkbox"/> Yes <input type="checkbox"/> No | If yes, please list relevant discipline areas: | |
| Does your proposed research project have the potential of advancing excellence in Indigenous research? (As outlined in Western's Indigenous Strategic Plan : Goal 4 – <i>Achieve Excellence in Indigenous Research & Scholarship.</i>) | | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Lay Abstract <i>Maximum: 3000 characters including spaces (Approximately 400 words)</i> | | | |
| | | | |

Applicant:

Supervisor:

C. Applicant Education

| | | | |
|---|---|--|-------------------------------|
| PhD Status | <input type="checkbox"/> Granted <input type="checkbox"/> In Progress | PhD Institution | |
| Date PhD Started | (MM/YYYY) | Date PhD Granted If "in progress" indicated expected end date. | (MM/YYYY) |
| Title of PhD Dissertation | | | |
| PhD Supervisor(s) Name Institution | (Primary Supervisor) | (Co-Supervisor if applicable) | (Co-Supervisor if applicable) |
| Dissertation Abstract Maximum: 3000 characters including spaces (Approximately 400 words) | | | |
| | | | |
| Link to Dissertation (if available): | | | |

Applicant:

Supervisor:

D. Confirmation of Postdoctoral Funding (Supervisor)

For an applicant to be eligible to receive the \$45,200 of postdoctoral fellowship funding (over two years) from Research Western, the applicant’s supervisor must confirm that they have already set aside **a minimum* of \$45,200** to fund the postdoctoral fellow (over two years).

This combination of funds will ensure postdoctoral fellows receive a minimum of \$90,400 (over two years).

PART A: Western Postdoctoral Fellowship Program Contribution to the Grant

Fixed Maximum Contribution = \$45,200 for two years (\$20,000/year + 13% Benefits)

Year 1: WFPF Total Contribution:

| Contribution Value (CAD) | Source of Funds |
|--------------------------|------------------|
| \$22,600 | Research Western |

Year 2: WFPF Total Contribution:

| Contribution Value (CAD) | Source of Funds |
|--------------------------|------------------|
| \$22,600 | Research Western |

PART B: Supervisor Contribution to the Grant:

Minimum Funding Requirement = \$45,200 for two years (\$20,000/year + 13% Benefits)

Year 1: Supervisor Total Contribution:

| Contribution Value (CAD) | Western Speedcode | Source of Funds |
|--------------------------|-------------------|-----------------|
| | | |
| | | |
| | | |

Year 2: Supervisor Total Contribution:

| Contribution Value (CAD) | Western Speedcode | Source of Funds |
|--------------------------|-------------------|-----------------|
| | | |
| | | |
| | | |

***Minimum Supervisor Contribution:** Research Western recognizes that the level of funding deemed competitive for attracting postdoctoral scholars may vary by discipline and may also vary annually within disciplines according to shifts in job market supply and demand. Supervisors are free to offer more than \$45,200 over the two-year period if they have the funding to do so. **The Research Western contribution, however, is fixed: the maximum amount of funding that will be provided by Research Western is \$45,200 over two-years (even if the supervisor contributes more).**

Applicant:

Supervisor:

E. Research Ethics

Please indicate all relevant kinds of ethical certification that will be required to carry out your project.

- Human Ethics
- Animal Use
- Biohazard
- Indigenous Research (compliance with [TCPS 2 - Chapter 9](#) and/or [First Nations Principles of OCAP](#))*

*If you indicated "Yes" for ethical considerations related to research involving Indigenous peoples, please explain your engagement with the community required by [TCPS 2 - Chapter 9](#) and/or [First Nations Principles of OCAP](#) guidelines. Please be sure to indicate whether the engagement activities discussed are completed, ongoing, or planned for the future.

(Maximum 3000 characters – Approximately 400 words.)

Please note: All ethics certifications will have to be secured through the postdoctoral scholar's supervisor.

Applicant:

Supervisor:

F. Referees

Please provide the contact information for three academic/professional references.

Referees will be contacted directly by a representative of Western University and provided with a reference form. Please ensure your referee's contact information is accurate and that they are expecting to be contacted within one to two weeks of submission of the complete application.

Letters must be provided from the following people:

- Referee 1: Primary Supervisor of PhD Dissertation
- Referee 2: Someone who was not directly involved in with your dissertation research (i.e., someone who was not on your dissertation committee and was not an examiner (internal or external) of your dissertation)
- Referee 3: Open – Up to the applicant's discretion.

Referee 1

| | | | |
|--|--|--|--|
| Name | | Institution <i>(Primary Affiliation)</i> | |
| Academic Position | | Department <i>(Primary Affiliation)</i> | |
| Email | | Phone | |
| Referee's involvement with the applicant's PhD dissertation: | | | |
| <input type="checkbox"/> Primary Dissertation Supervisor | | | |
| <input type="checkbox"/> Member of Applicant's Dissertation Committee | | | |
| <input type="checkbox"/> Examiner (Internal or External) of Applicant's Dissertation | | | |
| <input type="checkbox"/> None of the above | | | |

Referee 2

| | | | |
|--|--|--|--|
| Name | | Institution <i>(Primary Affiliation)</i> | |
| Academic Position | | Department <i>(Primary Affiliation)</i> | |
| Email | | Phone | |
| Referee's involvement with the applicant's PhD dissertation: | | | |
| <input type="checkbox"/> Primary Dissertation Supervisor | | | |
| <input type="checkbox"/> Member of Applicant's Dissertation Committee | | | |
| <input type="checkbox"/> Examiner (Internal or External) of Applicant's Dissertation | | | |
| <input type="checkbox"/> None of the above | | | |

Referee 3

| | | | |
|--|--|--|--|
| Name | | Institution <i>(Primary Affiliation)</i> | |
| Academic Position | | Department <i>(Primary Affiliation)</i> | |
| Email | | Phone | |
| Referee's involvement with the applicant's PhD dissertation: | | | |
| <input type="checkbox"/> Primary Dissertation Supervisor | | | |
| <input type="checkbox"/> Member of Applicant's Dissertation Committee | | | |
| <input type="checkbox"/> Examiner (Internal or External) of Applicant's Dissertation | | | |
| <input type="checkbox"/> None of the above | | | |

G. Required Attachments – Checklist

Formatting for Attachments:

- Pages must be 8 ½" x 11" (216mm x 279mm)
- Insert a minimum margin of 2cm (3/4 inch) around the page (top, bottom and sides)
- Text can be either single- or double-spaced
- Use a minimum font size of 10 (Arial or Times New Roman) with no condensed type

Required Attachments

At the top of each page: indicate the title of the attachment (top left header) and your name (top right header). The title of each attachment is listed below.

1. Research Project Proposal (Up to 8 pages in total):

- Proposal: up to four pages including graphs and images
- Bibliographic References: up to four pages
- For the content of your proposal, applicants are encouraged to follow the [Banting Postdoctoral Fellowship Guidelines](#) quoted here:

1. *“All applicants, including those in the areas of applied research, research-creation, or knowledge translation, must provide a detailed description of their proposed research including the following elements:*

- *the objectives of the proposed research program*
- *the research question(s) and/or hypothesis(es)*
- *the theoretical approach or framework that will be used*
- *the proposed research should be positioned within the context of the current knowledge in the field*
- *the novelty and the potential significance of the proposed research should be explained*
- *the methodology (including timelines) and why it was chosen*
- *the plans for collaboration should be outlined (as appropriate)*
- *the contribution that the research will make to the advancement of knowledge*
- *the plan to disseminate the findings and/or enhance the potential for impact*
- *the rationale for selecting the proposed host institution [Western] and supervisor(s) - the choice should be clearly justified and the benefits expected with respect to applicants fulfilling their research goals and career aspirations should be highlighted”*

[Required Attachments requirements continue on the next page.]

2. Postdoctoral Supervisor Statement (Up to 3 pages):

- For the content of the Supervisor Statement, supervisors are encouraged to follow the [Banting Postdoctoral Fellowship Guidelines](#) quoted here. (Note: Only include the information indicated in Sections 1, 2, and 3 of the Banting Supervisor Statement. The institutional information outlined in Sections 4 and 5 does not need to be described for this competition.):
 1. *“Supervisor’s biography*
 - *This section should include the supervisor’s description of their academic and research background, key contributions/accomplishments and funding to date.*
 2. *Appropriateness of the supervisor(s)*
 - *Discuss the significance of the applicant’s contributions and proposed research. Describe the fit between the research interests/background of the supervisor and applicant, and the anticipated mutual benefits. In the description, provide specifics about how the proposed research complements the supervisor’s on-going projects or new research directions.*
 3. *Research environment*
 - *Provide details concerning the applicant’s proposed research environment. These details should clearly state the supervisor’s and laboratory/department’s commitment. Examples may include (but not limited to) funding, facilities/resources and personnel that will be available to support the applicant as they carry out their proposed research and develop their leadership potential.”*

3. CCV - (Vanier-Banting academic template): Save a pdf copy from your [Canadian Common CV](#) account using the Vanier-Banting academic template option.**4. Most Significant Contributions (Up to 1 page):**

- The applicant should identify and briefly describe **up to four** significant contributions related to research or leadership/service. It is up to the applicant’s discretion to decide the kind and number of contributions to list.

5. Proof of PhD:

- Applicants who have already received their PhD are asked to provide documentation showing that the PhD has been granted. An unofficial copy is acceptable; however, official copies may be requested at Western University’s discretion.
- For applicants with a PhD in progress, it is expected that this documentation will be provided before the start date of the award.

~END OF APPLICATION FORM~