



# **Preparing Your Scholarship Application Research Proposal Summary**

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# Mandate

*Supports applicants to CIHR through the delivery of feedback processes, bridge funding, workshops, resources and general support.*

*This initiative is jointly supported by Office of the Provost and Vice-President Academic, the Office of the Vice-President Research, the Faculty of Medicine & Dentistry, and Alberta Innovates-Health Solutions*



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# Update for CIHR CGS Program

## Tri-Agency Harmonization of the Canada Graduate Scholarship (CGS) Program

- **Launched:** Fall 2012 by CIHR, NSERC, & SSHRC.
- **Objective:** Critically examine the ways in which the three granting agencies are delivering the CGS program and rethink some of the fundamentals.
- **Goal:** Streamlined, simplified application and review process that are fully aligned across agencies.



# Update for CIHR CGS Program

## CGS Master's Program 2013-2014

1. Submit via NSERC/SSHRC Research Portal – up to 5 institutions.
2. The **institution(s)** will manage the selection process and award the scholarships.
3. The universities will receive an allocation of CGS master's awards, by agency, based on the current average distribution of the number of awards held at each institution (*location* of tenure of awards) over the past three years. The allocation will be in effect for the next three years.



# Research Proposal Summary Module

## Weight of the section

### Research Training Environment 25% Doctoral

• **Supervisor's CV Module** 15% Doctoral

• **Training Program for the Candidate** 10% Doctoral

Lay Abstract, **Research Project Summary**, Training Expectations

“Review the candidate's training expectations and proposed doctoral research program, **including project**, resources available and planned non-research activities.”



# Research Proposal Summary Module

## Bottom line

“...is among the most important parts of the application. Make sure that it provides a concise account of the subject matter, an overview of each part of the research plan, specific project aims and the methodology. The summary should reflect the significance of the project.”



# Research Proposal Summary Module

## What is required?

- ✓ Include the specific hypothesis [research question] of the research and describe the candidate's role on the project.
- ✓ This summary should be written in general scientific language.
- ✓ Should be written in collaboration with supervisor(s).
- ✓ Maximum 3500 characters (1-page), including references.
- ✓ Title maximum 640 characters.
- ✓ [Acceptable Application Formats and Attachments](#)



# Tips for Preparing Research Summary

## Formatting

Use of **bold** or *italic* or underlined headings will:

- ✓ increase logical flow and clarity for the reviewers.
- ✓ emphasize main points.
- ✓ adds white space to make page visually appealing.

Sample headings may include:

- ✓ Background
- ✓ Hypothesis/Research Question
- ✓ Specific Aims/Objectives
- ✓ Significance



# Tips for Preparing Research Summary

## Introduction or Background

- ✓ minimize jargon, abbreviations and acronyms.
- ✓ define acronyms upon first use.
- ✓ indicate relevance of the study to [Canadian] health.
- ✓ briefly outline what is known in the field and identify gaps in understanding or knowledge.
- ✓ briefly state how the problem will be resolved.
- ✓ citations can be used and placed at the bottom of the page in a smaller font - **but still must be legible.**



# Tips for Preparing Research Summary Hypothesis or Research Question

- ✓ is specifically stated and well articulated.
- ✓ can use bold text and/or headings to make the hypothesis/research question stand out.
- ✓ is testable and carried out through the aims or goals.
- ✓ justifies study design.



# Tips for Preparing Research Summary Conclusion or Significance

A summary paragraph at the end of the proposal should include:

- ✓ brief restatement of project goals.
- ✓ project contributions to the field.
- ✓ establishing importance of research.
- ✓ statement of relevance to [Canadian] health or health-care system.





# Tips for Preparing Research Summary

## General Tips

- ✓ Be aware of deadlines and start early!
- ✓ Read the Guide for Reviewers:
  - ✓ Doctoral <http://www.cihr-irsc.gc.ca/e/33043.html>
  - ✓ Master's TBA
- ✓ Work with your supervisor with drafts of sections.
- ✓ Get a friend or colleague to read for clarity and spelling mistakes.
- ✓ Do not hesitate to ask CIHR.



# Upcoming Workshops

## Strategies for Preparing a Successful CIHR Doctoral Research Award Application

**Speaker:** Dr. Fred Berry, Associate Professor, Department of Surgery

**Date & Time:** Thursday, September 5, 2013; 2:15 - 3:15pm

**Location:** Classroom F (2J4.02) Walter C. Mackenzie Health Sciences Centre

**Registration:** <http://rsoregistration.ualberta.ca/CourseDescription.do?courseid=6815>

## Applying to the CIHR Fellowship Competition – Tips & Considerations

**Speaker:** Dr. Paige Lacy, Professor, Department of Medicine

**Date & Time:** Wednesday, October 9, 2013; 1:30 - 2:30pm

**Location:** 1-190 Edmonton Clinic Health Academy (ECHA)

**Registration:** <http://rsoregistration.ualberta.ca/CourseDescription.do?courseid=6815>



# Resources

- [Archived PowerPoints and Videos of Workshops](#) This initiative holds several workshops each year outlining how to apply for CIHR trainee awards and best practices to improve ones Master's, Doctoral, or Postdoctoral Fellowship application.
- [Strategic Checklists](#) Items in this checklist concentrate on strategy and grantsmanship. Items that address readability and organization are included as these factors have a strong impact on a reviewer's perception of the grant application as easy to read and understand
- [Administrative Checklists](#) This checklist is useful in ensuring all tasks are complete and relevant items attached. Using the checklist is a great way to keep organized.
- [Document Design](#) The document outlines how to present complex information in a clear, organized and understandable manner.
- [How to Write Clearly for Reviewer](#) Outlines how a grant application can be written clearly with the needs of the reviewer in mind.
- [How to Write a Striking Summary Page](#) Outlines strategies for writing summary pages that intrigue the reviewer and make their job easier.



# No-Cost Editing for Workshop Attendees

- ✓ **What:** Grant Assist Program (Health Science) offers *free* editing of CIHR trainee applications
- ✓ **Eligibility:** Must have attended this session or the September workshop
- ✓ **How:** Limited resources and working on first-come first-served basis so applications for editing should be submitted as soon as possible.
- ✓ Email [hcoe@ualberta.ca](mailto:hcoe@ualberta.ca) for details.

# Contact Information

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