

2022 Canadian Lung Association: Fellowship and Studentship Awards

Contents

Introduction.....	1
Submission Date	1
About the Lung Association Research Awards Program	2
Eligibility	2
Instructions for Submitting a Fellowship or Studentship Application.....	3
General Conditions of Fellowship and Studentship Awards	4
Review Process.....	6
Financial Administration.....	6
Lung Association Funds	6
CIHR Funds.....	7
Completion of Award.....	7
Knowledge Translation.....	7

Introduction

The Canadian Lung Association (Lung Association) is pleased to launch the request for applications for 2022 for the *Canadian Lung Association: Fellowship and Studentship Awards*.

The Lung Association is excited to announce a partnership with the [CIHR Institute of Circulatory and Respiratory Health \(ICRH\)](#) for the 2022 competition.

The Studentship competition is open to PhD or MD trainees who are conducting respiratory research at a Canadian University and whose project that aligns with the Lung Association mandate and the objectives identified for this competition. Information and policies are provided in the following pages.

The Fellowship competition is open to Post-Doctoral or MD Fellows who are conducting respiratory research at a Canadian University and whose project that aligns with the Lung Association mandate and the objectives identified for this competition. Information and policies are provided in the following pages.

Submission Date

- Registration deadline: **September 16, 2022 by 16:00 EDT (UPDATED)**
- Application deadline: **October 7, 2022 by 16:00 EDT**

The forms may be downloaded from the Lung Association website: www.lung.ca/lung-research/apply-funding

About the Lung Association Research Awards Program

The research awards program of the Lung Association was established in 1959. It is financed through donations to the Lung Association. For the 2022 competition, we are pleased to have ICRH as a funding partner.

The objective of the *Canadian Lung Association: Fellowship and Studentship* awards is to build Canadian research capacity that contributes to the field of respiratory health in Canada. Funding may support individuals completing research related to basic, applied, or clinical study using quantitative or qualitative methodologies.

The awards are administered by the Lung Association. A Review Committee reviews the *Canadian Lung Association: Fellowship and Studentship* applications for merit and funds are administered by The Lung Association and CIHR. Your application will be reviewed in detail by at least two reviewers. The reviewers rank the applications according to:

- a) The quality of the applicant (academic record, research experience and potential, and documented publication(s)).
- b) The quality of the research project.
- c) The research environment, including the person with whom the applicant intends to work.
- d) The potential for the training to contribute to career development of the applicant.

Applications that receive highest rankings and support the mission of the Lung Association are given funding priority. Therefore, it is important that you provide all details required as clearly as possible to facilitate the review process.

It is anticipated that five (5) Studentships and five (5) Fellowships will be awarded. Additional studentships and fellowships may be supported by external partners. The total number of additional awards are subject to the financial commitment of these agencies

Eligibility

Priority will be given to a Canadian citizen, permanent Canadian resident, or landed immigrant. These awards must be held at a Canadian institution.

To be eligible for a *Canadian Lung Association: Fellowship or Studentship Award* the applicant must meet the following criteria:

- a) Pursuing a research study with respiratory health as the major focus.
- b) **Studentship applicants** - should be enrolled or accepted in a graduate (thesis based) program at the Doctoral level at a Canadian academic institution. Individuals who have applied to a graduate program but have not received acceptance may apply for a Studentship award. The award, however, will be conditional on acceptance into the program. Candidates are only eligible to apply for the Studentship award in the first three (3) years of doctoral their studies.

- c) **Fellowship applicants** - will have completed an MD or a PhD and will be supervised during their fellowship by a faculty member at an accredited Canadian academic institution. Only under special circumstances, an applicant may pursue a fellowship in another country; however, the applicant must justify why they could not find the same kind of training in Canada and they must have plans to pursue a career in research in Canada.
- d) A Fellowship or Studentship awardee may not be in receipt of another major award at the same time as holding a *Canadian Lung Association: Fellowship or Studentship* award.

At the time of submission, and for the duration of the award, individuals who currently hold or have held and/or are being supervised by individuals holding or have held funding, directly or indirectly, from tobacco and/or cannabis industry are not eligible.

Instructions for Submitting a Fellowship or Studentship Application

The forms may be downloaded from the Lung Association website: www.lung.ca/lung-research/apply-funding

1. Applicants must register at: <https://form.simplesurvey.com/f/l/cla-trainee-competition-2022-registration> by **September 16, 2022 by 16:00 EDT (UPDATED)**. Applicants are required to provide their name, the names of their supervisor(s) and referees, institution, the project title, keywords, and a maximum (one) 1 page abstract of your research project. The Lung Association will confirm receipt of your registration via e-mail.
2. Upload one (1) electronic copy of the application to: <https://form.simplesurvey.com/f/l/cla-trainee-competition-2022-application> by **October 7, 2022 by 16:00 EDT**. The electronic file must include a completed copy of the application form with signatures and all the relevant documents (excluding Referee Forms, which will be sent in separately by the referee). The Lung Association will confirm receipt of your application via e-mail. Please ensure that your e-mail address is included on page 1 of the application. Do not use additional pages except where indicated.
3. Keep the application as clear and concise as possible. Note that copies of your publications are not required.
4. Enter 'Applicant' name in header of all forms submitted.
5. Applicants are expected to include within the body of their application, and not in the appendices, all essential information required to permit assessment of the application. Additional information, such as academic transcripts, is to be included in the appendices.
6. Up-to-date official transcripts or certified true copies of transcripts for all post-secondary education are required for studentship applicants only. Transcripts can either be forwarded directly to The Lung Association or included with the application submission. Transcripts that are sent directly from the educational institution should be sent to research@lung.ca.

It is your responsibility to ensure academic transcripts are received by The Lung Association via research@lung.ca from the institution(s) by October 7, 2022 by 16:00 EDT.

7. A completed statement from the proposed supervisor that provides an overview of the research and academic training environment. Please give details on resources, programs, technologies, etc. that will be made available to the candidate, and on specific knowledge and skills to be acquired.
8. **Referee Assessment Forms are required** in place of reference letters. **Reference letters will not be accepted.**

It is your responsibility to ensure that the Referee Assessment Forms are received by the Lung Association via research@lung.ca from the 2 referees by October 7, 2022 by 16:00 EDT.

9. Request only two referees to complete the Referee Assessment form. One referee assessment may come from a past or current supervisor or one co-supervisor. The other assessment must come from persons under whom the candidate has studied but who will not be involved in the applicant's proposed research program. The completed forms are not to be included with the submission but emailed directly by the referees to the Lung Association (research@lung.ca).
10. An explanation listing the period and reason for any interruption in pursuit of the candidate career either in or subsequent to training, if applicable.
11. A complete copy of the supervisor's (and co-supervisor's, if applicable) CV using the Academic version of the Common CV form (as used for CIHR). **Failure to comply or the submission of an incomplete CV Module will result in the application being rejected.**
12. Complete the application form, filling all the requested information and obtaining all required signatures.

General Conditions of Fellowship and Studentship Awards

The following general conditions apply to fellowships and studentship awards awarded by the Lung Association.

1. The Lung Association (and partners) assumes no responsibility for accidents, illness, or claims arising out of studies, work, or other activities undertaken with financial support provided by the Lung Association.
2. Copyright of all publications belongs to the author(s). However, in **any publication arising from the Studentship or Fellowship award are to include an acknowledgment of award received as follows:**
 - **Canadian Lung Association: Studentship Award; or,**
 - **Canadian Lung Association: Fellowship Award**
3. It is understood that the name of the successful applicant, their field of study and some

content of the lay abstract and final report to The Lung Association will be made public. Successful applicants are expected to facilitate knowledge translation in their field of expertise through presentations at conferences and/or workshops, including, where feasible, conferences/workshops sponsored by the Lung Association.

4. Any commitments (or expenditures) incurred by an award recipient either in excess of the current training funds or beyond the term of the training award are the responsibility of the recipient.
5. The award recipient (or the institution on the awardee's behalf) shall, if the need arises, immediately notify the Lung Association (and partners) in writing of the awardee's inability, for any reason, to continue in the educational program for which support was awarded.
6. Normally awards support studies in a program at specific Canadian institutions with concurrence of the institution's executive head. Transfers to another institution are not normally permitted during the course of funding.
7. **The Fellowship award is valued at \$45,000 or \$55,000 annually (see criteria in table below) for a maximum of one (1) year.**

Research Fellowship	Stipend (CAD\$)
Applicants with MD, licensed in Canada	\$55,000
Applicants with MD, not licensed in Canada	\$45,000
Applicants holding a PhD	\$45,000

8. **The Studentship award is valued at \$21,000 per year for a maximum of one (1) year. The Studentship award is prioritized for PhD students in their first three (3) years of a PhD program, thus candidates are only eligible to apply for the Studentship award in the first three (3) years of their doctoral studies.**
9. Supervisors may not currently hold or have previously held funding, directly or indirectly from tobacco and/or cannabis industry.
10. Funds from the Lung Association (and partners) are a salary or living stipend and are not to be used to pay for benefits.
11. The Awards can be given for a period of one (1) year, with the Lung Association payments provided in two installments. The first will be provided at the funding start date and the second payment to the awardee contingent upon an adequate progress demonstrated in a 6-month progress report submitted by the awardee. The report will be reviewed to determine whether sufficient progress has been made. Baseline progress is that the awardee has at least one presentation of an abstract stemming from the originally submitted project submitted at a provincial, national or international meeting that is external to the awardee's host institution. If adequate progress has not been made, the second Lung Association payment will not be released. A financial statement by the

Financial Officer and final progress report by the awardee are required at the end of the funding period.

12. All applications involving human/animal investigation must be accompanied by a letter of approval from the ethics committee of the university and, if applicable, other institution(s) in which the work is to be undertaken. If the ethics approval is not available at the time of submission then it needs to be sent to the Manager, National Research Programs at the Lung Association, as soon as possible. No funds will be made available until this letter of approval has been received at Lung Association.
13. The award term begins January 1, 2023 and ends on December 31, 2023. Awards must start no later than April 1, 2023.

Review Process

Applications will be received at the Lung Association and screened by administrative personnel for completion and relevancy. The Review Committee will review all applications and supporting materials. Once the review committee makes its funding recommendations, funding announcements are anticipated to be made in December. A letter of notification including rationale for the decision regarding funding is sent to all applicants via email.

Financial Administration

Lung Association Funds

While the Lung Association always endeavours to fulfill our research funding commitments, as a charity, our research funding is contingent on the generosity of donors and we anticipate that the current pandemic may have financial implications which may influence available funding.

1. A Fellowship or Studentship awardee may not be in receipt of another major award at the same time as holding a Fellowship or Studentship Award from the Lung Association.
2. Awards are for twelve (12) calendar months from the date stated in the letter of offer or as otherwise agreed. Release of the second payment will be made only once a satisfactory progress report and ethics approval has been received by the Lung Association.
3. If the award is accepted funds will be disbursed by the Lung Association. The first installment will be paid out in January 2023. Upon receipt of a satisfactory progress report in June, the second installment will be paid out in July of the first year of funding.
4. The Financial Officer at your University who deals with such funds will administer the award. Please include the name and address of the Financial Officer responsible for administering the award in your application.
5. The Lung Association reserve the right to terminate further payments and request a refund of the award in the event that the recipient fails to fulfill the conditions specified.
6. In the event of termination of research training and/or graduate study or change in

awardee status during the award period, you must immediately notify the Lung Association in writing. Unspent funds in the award account must be refunded to the Lung Association. The recipient must contact the University Financial Officer and request that the funds be reimbursed.

CIHR Funds

Funds from CIHR will be provided directly to the Financial Institution of the award recipient for the duration of the award in accordance with [CIHR Funding Policies](#) and the [Use of Grant Funds](#) section of the Tr-Agency Financial Administration Guide. The award recipient (or the institution on the awardee's behalf) shall, if the need arises, immediately notify CIHR in writing of the awardee's inability, for any reason, to continue in the educational program for which support was awarded.

Completion of Award

The Lung Association requires a final report at the end of the funding period. A final report template will be provided. The report should include a description of contributions to respiratory health and your future commitment to the field. The awardee will also need to provide a brief summary of any course work or study carried out that relates to respiratory health, detailing results and implications. A list of relevant publications and presentations should be appended. The Financial Officer administering the award must submit a financial report upon completion of the award.

Knowledge Translation

1. Successful applicants will be highlighted in the National Funding Report posted on The Lung Association website under the Research section.
2. Publication of the research in a suitable, refereed professional journal, as soon as possible after completion of the study, is encouraged. Please notify the Manager, National Research Programs of such publications. Acknowledgement of Lung Association support is required in all publications or presentations.
3. Successful applicants may be requested to complete a survey (Fellowship/Grant Funding Impact Form) at three (3) and six (6) years following receipt of funding support. This information will be used to develop reports on the impact of The Lung Association's National Research Program for the Lung Association's Board of Directors and the public.

CIHR Definition of Knowledge Translation:

- making users aware of knowledge and facilitating their use of it to improve health and health care systems
- closing the gap between what we know and what we do (reducing the know-do gap)
- moving knowledge into action