

# 2012 Career Investigator Competition For Scholar Awards GUIDELINES

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## Deadlines

Letter of Intent  
**February 24, 2012**

Full Application  
**March 23, 2012**

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## 1. Preface

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The Michael Smith Foundation for Health Research (MSFHR) was established by the BC government in 2001 to build BC's capacity for excellent health research. Since then, MSFHR has boosted BC's knowledge economy, created new jobs, built research capacity and developed research excellence in many areas.

MSFHR is dedicated to the memory of Nobel Prize recipient Dr. Michael Smith, a pre-eminent BC scientist with a long-standing commitment to support for researchers throughout their careers.

## 2. Purpose

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The MSFHR Career Investigator Program is designed to attract and foster the development of outstanding health researchers in British Columbia. The intent of our Scholar Awards is to allow researchers to initiate an independent research career, build a leading research program and expand their potential to make significant contributions to their field of research.

## 3. Eligibility Requirements

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Scholar award recipients must have a full-time faculty appointment (Assistant Professor level, or equivalent) at the time of the award start. Visiting and adjunct appointments do not qualify.

Applicants must meet the following criteria to be eligible to apply to the Scholar Program. MSFHR reserves the right to declare applications ineligible based on these criteria and that decision is final.

At the time of application, the applicant:

- Must hold a PhD (or equivalent), DDS, DVM, DPharm or MD. (MD applicants must have a Canadian degree or, at minimum, be eligible for trainee licensing in Canada).
- Must be within five (5) years of their first full-time faculty appointment (at an Assistant Professor level, or equivalent) as of the competition deadline; however for this competition (2011/12), the eligibility period will be extended to ensure that those who would have been eligible had MSFHR offered a competition in 2009/10 can still apply. **Therefore, applicants whose first full-time faculty appointment began on or after December 1, 2004 are eligible to apply to this competition.** Justified career interruptions (e.g. parental leave for birth or adoption, medical leave, etc.) are deducted from the calculation.
- Must normally have a British Columbia university, which has a Memorandum of Understanding (MOU) with MSFHR, as the host institution.
- Must be able to commit at least 75% of their time to health research activities.
- Must not hold a Tier I Canada Research Chair award, Tier II Chairs are eligible.

- Must conduct research in one of the four health research themes as defined by the Canadian Institutes of Health Research: biomedical research, clinical research, health services research and population health research. A clear link to human health research must be made in the proposal.

## 4. Commitment from Host Institution/Sponsor Agency

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Normally Scholar applications are sponsored by a BC university (host institution) however, in exceptional circumstances, a partnered sponsorship that involves a university (host institution) and an outside agency (sponsor) may be acceptable.

The host institution/sponsor must:

- Provide a full-time faculty appointment or pending appointment (to start by the award date) for the applicant including appropriate lab/office space.
- Commit to (or have the sponsor agency commit to) supporting the MSFHR Scholar's salary in years 7 and 8 of the award.
- Confirm that the MSFHR Scholar's salary will be supported through the host institution's (or sponsor agency's) base budget beyond the 8-year term of the award.
- Use the MSFHR funds only to support the salary and benefits of the MSFHR Scholar.
- Provide 75% time protected from administrative, educational, clinical and professional responsibilities, etc., for the MSFHR Scholar to concentrate on research activities.

## 5. Award Amount and Duration

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The MSFHR Scholar Award provides up to eight (8) years of salary support. The award amount, which is inclusive of benefits, varies over the eight years as indicated in the table below. In years seven and eight, MSFHR's contribution declines to \$50,000 and \$25,000 respectively, as the host institution (or sponsor agency) phases in full responsibility for the long term funding of the MSFHR Scholar's position. The table below describes the salary contributions of MSFHR over the eight years.

	<b>MSFHR Contribution</b>
Years 1 to 4	\$90,000/ year
Year 4 Review	
Years 5 to 6	\$100,000/ year
Year 7	\$50,000
Year 8	\$25,000

## 6. Year Four Review

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Scholar award recipients are required to report yearly to MSFHR on their progress. A formal review of all Scholar award recipients will be conducted near the end of their fourth year of support, for which Scholars will be required to submit a Detailed Progress Report, an updated Research Plan for year 5 through 8, and an updated CV. The host institution (or sponsor agency) must confirm their commitment to supporting the salary in years 7 and 8 and must provide evidence that the award recipient's salary will be supported through the institution's/agency's base budget beyond the term of the MSFHR award.

The Detailed Progress Report and CV will be evaluated to ensure that the MSFHR Scholar has made sufficient progress. A positive review accompanied by the host institution's (or sponsor agency's) commitment, will ensure continued funding for years 5 to 8. A negative review or failure of the host institution (or sponsor agency) to confirm their commitment will result in probationary status or termination of the award.

## 7. Incentives and Top-Up Funding

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Researchers who hold other peer-reviewed salary awards at the time of application or who apply and receive such an award in the period that they hold a MSFHR Scholar award are eligible to receive top-up or incentive funding. The top-up or incentive funding would be available for the duration of the MSFHR Scholar award or to the end of the other peer-reviewed award, whichever comes first.

- Top-up payment occurs when the value of the other peer-reviewed salary award is less than the value of the MSFHR Scholar Award. MSFHR will pay the difference between the other salary award and the MSFHR Award amount.
- Incentive payment of \$15,000 will be provided when the value of the other peer-reviewed salary award is equal to or greater than the value of the MSFHR Scholar Award.

## 8. Deferral of Start Date

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Scholar awards are normally offered with a start date of July 1. The start may be delayed, if necessary. Awards must commence on the first day of any month prior to April 1, 2013.

## 9. Partnerships

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MSFHR currently has a number of funding partnerships for its programs. These partnerships are based on and reflect the commitment of MSFHR and the partnering organizations to build capacity in health research. Applications that fulfill the funding criteria for both MSFHR and a partner organization will be considered for a partnership award.

## 10. Application Process

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The application process is composed of two mandatory stages, the Letter of Intent (LOI) and the Full Application.

Letter of Intent (LOI) – **deadline date: February 24, 2012**

Consists of:

- The short LOI web form in MSFHR ApplyNet

Full Application – **deadline date: March 23, 2012**

Consists of:

- The Full Application web form in MSFHR ApplyNet (including allowable attachments: program of research, consent forms and questionnaires, and letters from collaborators.)
- The 12-page Canadian Common CV – MSFHR Full Version
- Publications and Patents & Intellectual Property Rights attachments
- Head/Chair of Department web form in MSFHR ApplyNet
- Dean of Faculty web form in MSFHR ApplyNet
- Three letters of reference
- Host Institution approval of the MSFHR ApplyNet application package. This package includes your Full Application web form including attachments, your Canadian Common CV – MSFHR Full Version web form, Publications and Patents & Intellectual Property Rights attachments, the Head/Chair of Department web form, and the Dean of Faculty web form.

## 11. Submission Process

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The MSFHR ApplyNet submission process involves the following steps:

- Creating a MSFHR ApplyNet account (**Please note all applicants will be required to create a NEW account this year.**)
- Creating the Common CV (**uploaded to MSFHR ApplyNet by the applicant.**)
- Creating the attachment for Publications and Patents & Intellectual Property Rights.
- Communicating with the Department Head or Chair to create an MSFHR ApplyNet account and complete the necessary form.
- Communicating with the Dean to create an MSFHR ApplyNet account and complete the necessary form.

- Contacting Referees to create an MSFHR ApplyNet account and attach reference letter (**uploaded directly by the referees to MSFHR ApplyNet.**)
- Obtaining letters of appraisal and support from collaborators (**uploaded to MSFHR ApplyNet by the applicant.**)
- Adhering to your Host Institution's internal approval deadlines and signature policies.
- Adhering to MSFHR's deadlines and procedures.

All components of the application must be received by MSFHR by the deadline indicated. Incomplete or late applications will NOT be considered.

Unsuccessful applicants may apply any number of times as long as they meet the eligibility criteria.

For detailed information on the application and submission processes, refer to the Career Investigator Program [Instructions](#) document.

## 12. Contact Information

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For questions on the MSFHR Career Investigator Program guidelines or information on how to apply, please contact:

**Rashmita Salvi**

Manager, Programs

Phone: 604.714.2779

E-mail [CareerProgram@msfhr.org](mailto:CareerProgram@msfhr.org)