Final submission extended until May 31st, 2024

Application Guidelines

2024-2025 • Postdoctoral Fellowship • Funding Opportunity

Competition timeline

Submissions accepted from mid-March 2024 to Friday, May 31st, 2024@ 17:00 (EDT). Submissions will be reviewed by three independent national reviewers. Results will be announced in July 2024.

Duration:

One (1) year. Applications are renewable upon re-submission.

Starting Date:

Between July 2024 and before March 31st, 2025

Funding value:

Successful applicants may receive stipend up to CDN$42,500, which includes CIHR funded $21,250 from the CIHR via CANTRAIN and an additional $21,250 from one of CANTRAIN's co-funders (depending on the availability of a provincial co-funder or a private partner). The award will be issued to the academic institution of the applicant. This studentship may be combined with other awards, up to a combined maximum amount allowed by the institution, provincial co-funder, and the funding conditions of currently active awards obtained by the applicant.

PLEASE NOTE that this award CANNOT be combined with an existing CIHR studentship. Any CIHR studentship, including those offered by CIHR through other organization/initiatives (e.g. Strategy for Patient-Oriented Research-SPOR etc.) will be considered a 'current CIHR award' if the coverage is active at the proposed start date for CANTRAIN award. Also, provincial co-funder rules regarding co-funding or concurrent funding support will apply.

Co-Funders:

Eligibility

Full-time Postdoctoral Fellows (PhD/MD) who are conducting research related to various types of clinical trials, also including the analysis of clinical trial samples and/or data, and which are aligned with the vision and mission of CANTRAIN. At the time of funding, students must be enrolled (full-time) or accepted in a Canadian Postdoctoral program and must be a Canadian resident or permanent resident or hold a valid Canadian student or work visa.

- **Only one** application per student will be accepted.
- Students are only permitted to apply to **one** CTTP out of the 4 namely, CANTRAIN, CAN-TAP-TALENT, STROKECOG or CBITN per year. Response to an annual call for application will be considered for that year as the dates for the call may vary from year-to-year. A supervisor can submit as many candidates as desired to

increase probability of funding to their clinical trials operations.

- **Only one** (out of the 3 categories namely, master's, doctoral and post-doctoral) studentship or fellowship award will be allowed per academic supervisor.

The program considers scientific excellence and aims to support the full and fair participation of all members of the health research community through consideration of barriers experienced by underrepresented groups, with respect to equity, diversity and inclusion (EDI) principles.

Mandatory Requirements

Completing the CANTRAIN CURRICULUM levels 1-2-3 of the Common Core Foundation courses and Mentor-led engagement sessions will be mandatory for all successful applicants of the CANTRAIN awards program.

Academic supervisors of successful applicants are invited to participate in the National College of Reviewers for future funding competitions and also invited to participate in CANTRAIN CONNECT, the Canadian National College of Mentors .

At the end of the one-year period of support, the successful applicant will need to submit an end of funding report (maximum 2pages) to receive the remaining and final funding transfer payment. The awardee will be required to participate in all training activities and attend the annual clinical trial summit organized by CANTRAIN, as detailed in their letter of award.

Intended tangible outcomes and expectations

At the end of the one-year funding period, the successful applicant will have:

- a certified training in Good Clinical Practice (ICH-GCP), Health Canada Part C-Division 5, and TCPS2, as required for regulatory compliance.
- acquired further knowledge of clinical trials regulations and practices around based on the CANTRAIN training curriculum designed for awardees as mentioned above, and
- participated in mentor-led webinars (group activity) as required by CANTRAIN.

Application Checklist

The application must include the items listed below (incomplete applications will not be considered):

1. Section dedicated to the applicant's personal statement; must be completed on the online form.	15 points
2A. The applicant's full academic CCV from https://ccv-cvc.ca/ must be uploaded. *Navigation instruction for CCV from https://ccv-cvc.ca/:* *Funding Source (select): Common CV* *CV Type (select): Full CV*	30 points
2B. Applicant alternative achievements: Up to two additional pages of alternate achievements can be included to support the CCV score.	In support of 2A
3. The applicant's primary supervisor's full academic CCV must be uploaded.	5 points
4. Proposed project (clinical trial) description must be uploaded.	40 points
A letter of support from the primary supervisor needs to be submitted following steps detailed in the online application form.	5 points
A second letter of support from a responder (other than the co-supervisor) needs to be submitted following steps detailed in the online application form.	5 points

TOTAL	100 points

Document Format

- PDF format (the only authorized format)
- 8 1⁄2 in x 11 in (216 mm x 279 mm), e.g., "Letter" size
- All margins: Minimum 2 cm
- Font: Times New Roman (12 points)
- Single line spacing
- Inscribed in the header:
  Last name, first name of the applicant, and status at the time of application (e.g., DOE_John_Postdoctoral_Fellow_1st_Year)

APPLICATION DETAILS

1. **Personal statement**. Include the following elements:

   A. Describe how your project is related to clinical trials (200 words)
   B. Describe why the CANTRAIN Clinical Trial Training Program is of interest to you and how you expect to benefit from this training experience (200 words);
   C. Discuss your current training environment and supervisory support (200 words)
   D. Describe your professional, academic, and extracurricular experiences/achievements and how they will have prepared you to successfully complete your graduate/post-graduate training and the CANTRAIN program (200 words)
   E. Describe your career goals and how the award would help to support your pursuit of these goals (200 words)
   F. If applicable, describe barriers that you have experienced as a member of an underrepresented group in science or research and how you have sought to overcome these barriers. How would this award support you to overcome barriers relative to equity, diversity, inclusion, and accessibility. (200 words)

2. **Applicant full academic CCV** *[to be uploaded as PDF]*:

   A. Make sure your CCV includes all relevant academic and research activities, including:

      i. full publication record (include submitted, accepted/in press and e- published papers (provide letter from the editor(s))
      ii. list of presentation abstracts (poster versus oral presentations at local, provincial, national, international venues)
      iii. the establishment of dataset(s)
      iv. intellectual property
      v. commercialization activities/participation in start-ups.

      Do not include manuscripts that are in preparation.

   B. **Applicant Alternative Achievements.** If you have alternative achievements not typically included in the CCV (in addition to traditional academic achievements such as publications, grants, presentations that are captured in the CCV), please list and describe them here (up to 2 additional pages). Up to 10 additional points towards your CCV score (up to the max total score of 30) may be added by reviewers to reflect alternate achievements not included in the traditional academic records. By doing this, it may provide a more holistic reflection of a candidate's personal achievements, in compliance with the Declaration on Research Assessment (DORA; https://sfdora.org/) (1000 words).

3. Primary supervisor's full academic CCV [to be uploaded as PDF].

4. Proposed project (clinical trial) description.

The project description much include the elements listed below. The review scoring scheme (making up the 40 points total) is provided in brackets beside each category.

A. Title of proposed study (100 words)

B. Lay summary (200 words)

Description of the project and expected outcomes written in lay language (which could be used in future public communications of award winners, e.g., website).

C. Scientific abstract (200 words)

Description of the project and expected outcomes written in scientific language (sufficient to be included in a journal publication).

D. Complete proposed project (No more than five (5) pages, plus appendices (tables, graphics, images, and references) as a single PDF document to be uploaded).

i. Research Question.

ii. Overall goal/objectives of the project.

iii. **Background and Rationale** **(5 points)**

Description of the relevant background and rationale for the proposed study, including if available any preliminary results.

iv. **Methods** **(10 points)**

a. Description of the study population
b. Study design/implementation. Describe how the project aligns with the mandate of clinical trials research.
c. Intervention. If applicable, describe the intervention.
d. Outcome measures (including measurable outcomes and definitions of success). Community impact and real-world experience should be highlighted.
e. Analytic plan (including sample size justification, where appropriate).

v. **Impact and Expected Outcomes** **(10 points)**

Description of expected results, project deliverables and knowledge translation and dissemination plan. This description should include how this project will impact the training of the applicant.

vi. **Feasibility and timelines** **(10 points)**

Demonstrate scientific and technical feasibility (e.g., recruitment of patients, acquisition of data, biostatistics, access to necessary equipment, etc.). Identify potential limitations and describe mitigation strategies. Describe timelines and milestones. Where the proposed project relies on existing resources (e.g., databases, established research infrastructure, equipment), describe the availability of these resources.

vii. **Incorporation of EDIA Principles** **(5 points)**

Describe how the clinical trial project and project research team incorporates the principles of equity, diversity, inclusivity, and accessibility (EDIA) into all level of the clinical trial project (i.e., research question development, trial design, team creation, recruitment strategies, trial conduct, and analysis, reporting and dissemination of trial results.)

viii. **Role of the applicant. The role of the applicant in the project must be clearly stated.**

PLEASE NOTE: Applications and supporting documentations written in French are allowed 25% more space.

BELOW: TWO (2) LETTERS OF SUPPORT / OF REFERENCE TO BE SUBMITTED AS .PDF FOLLOWING STEPS DETAILED IN THE ONLINE APPLICATION FORM.

Letter of support / letter of reference from the primary supervisor

This letter can be no more than two (2) pages. This letter should address the following elements:

i. In what capacity do you know the applicant;
ii. How long have you known the applicant;
iii. Rate and explain your reasoning regarding the applicant's performance and experience, strengths/weaknesses;
iv. How would you rate the professional promise of the applicant;
v. Why would the applicant benefit from participation in this program;
vi. Describe the applicant's training environment and how it supports the proposed project and applicant's personal goals;
vii. Describe how the primary supervisor's program of research is related to clinical trials, e.g., how the proposed clinical research study by the applicant is related, in part, to clinical research in your lab;
viii. Describe how the training environment, and/or the project will address the principles of equity, diversity, and inclusion (EDI).

Second (2nd) letter of support / letter of reference from the secondary responder.

This letter can be no more than two (2) pages. The person providing the letter should have worked closely with the applicant. The letter should address the following elements:

i. In what capacity do you know the applicant;
ii. How long have you known the applicant;
iii. Rate and explain your reasoning regarding the applicant's performance and experience, strengths/weaknesses;
iv. Why would the applicant benefit from participation in this program;
v. How would you rate the professional promise of the applicant.

CONFIRMATION OF RECEIPT

An email will be sent to the applicant within 24 hours of the submission of a fully completed application. Please Note that applicants CANNOT submit/upload letters of support (from primary supervisor or referee). These need to be submitted following the steps provided in the online application form only.

If a CONFIRMATION OF RECEIPT email is NOT received within 7 calendar days from the application submission, the onus is on the applicant to follow-up ONLY through the dedicated 'contact us' page linked here to ensure that the application was received. We want to ensure that all applications submitted are received and we appreciate your collaboration with this process.

If you have any questions about the submission process, the application portal, or the required documents, please write to us ONLY via the dedicated 'contact us' page linked here.

ONLINE registration portal can be accessed here

CANTRAIN **accepts applications covering all aspects of clinical trials**