



MANITOBA HEALTH RESEARCH COUNCIL

P216-770 Bannatyne Avenue
Winnipeg, Manitoba R3E 0W3
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MANITOBA RESEARCH CHAIR APPLICATION **APPLICATION DEADLINE: March 3, 2008**

General Information

Before completing this form read the **MHRC Awards Guide 2008** available from our office or Web site. The guide outlines the eligibility, requirements and defines the purpose of the Manitoba Research Chair Award.

The requirements and conditions for funding are spelled out in the Awards Guide. Applicants and sponsoring institutions are expected to be aware of these requirements and conditions and abide by them. Please contact our office to clarify any unclear directive.

Completing and Submitting the Application Form

- This application form is available in electronic PDF format on our Web site (www.mhrc.mb.ca) under Funding Opportunities. Paper copies of applications are available from the MHRC office.
- Ensure all requisite signatures are provided and all sections of the application are complete. Omissions may result in reduced ratings.
- In completing this application use a size 12 font to provide readability for all reviewers.
- Submit 7 paper copies of the completed application including all appendices.
- Copies should be legible and stapled in the upper left hand corner.
- All required documentation must be attached to the application. We will not duplicate any material, excluding reference letters that are sent directly to the office, on behalf of the applicant.
- The deadline for
 - the application is 5:00 p.m. on March 3, 2008
 - reference letters is 5:00 p.m. on March 17, 2008

Contact Information

E-mail: info@mhrc.mb.ca
Internet: www.mhrc.mb.ca
Phone: 204-775-1096

Address:
P216-770 Bannatyne Avenue
Winnipeg, Manitoba R3E 0W3

Manitoba Research Chair Award Application Form Checklist

The checklist is intended to assure both the applicants and MHRC office that the enclosed application is complete. Complete the form by using a check mark to indicate the requirements have been met.

Attached /Done	N/A	REQUIREMENTS
		Seven (7) copies of the application submitted including the original.
		HRC -1 Form completed
		Required Signatures (for items # 3 and this check list).
		Personal data section completed
		Abstract of research project completed (suitable for lay audience)
		Description of research program does not exceed 5 page limit
		List of collaborators and letters appended
		Applicant's publication record completed
		Referees have been asked to submit reference letters
		Sponsoring Department section completed
		This checklist has been attached to the original copy of this application.

APPLICANT'S NAME	SIGNATURE	DATE

MANITOBA HEALTH RESEARCH COUNCIL

Attach this **External Reviewers Form** to the Original copy only.

Name of Applicant:	
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Referees: 1) Please suggest three suitable external referees. These referees should be knowledgeable in your field of research and be from out of Province. Please do not choose current/former collaborators, former supervisors, students or postdoctoral fellows.

2) Referees other than those suggested by you may be used.

If there are individuals to whom you do not wish your application to be sent please provide their names in a covering letter.

PROVIDE COMPLETE NAME & MAILING ADDRESS: 1)	Area of Expertise:
	Telephone:
	Fax:
	E-mail address:

PROVIDE COMPLETE NAME & MAILING ADDRESS: 2)	Area of Expertise:
	Telephone:
	Fax:
	E-mail address:

PROVIDE COMPLETE NAME & MAILING ADDRESS: 3)	Area of Expertise:
	Telephone:
	Fax:
	E-mail address:

**MANITOBA HEALTH RESEARCH COUNCIL
MANITOBA RESEARCH CHAIR APPLICATION FORM**

1. Applicant Information

Last Name:	First Name:	Title:
Citizenship: Citizenship Status: Canadian Other Country _____	Other Status: Effective Date Permanent Resident _____ Have you applied for permanent residency? Yes No	
Department:		
Faculty:	University/Institution:	
Mailing Address: (street address, city, province and postal code if other than a departmental address)		
Phone:	Fax:	E-mail:
Position and date of first academic appointment (include Institution, Faculty, Department if different from above):		

2. Proposed Project

Title of Research Proposal
Synopsis (50 words or less) of proposed research.

3. ACCEPTANCE of a grant or award indicates agreement by the applicant and the institution which employs him/her to the general conditions as outlined in the Awards Guide. The undersigned, guarantee that, where applicable, the guidelines of the Canadian Council on Animal Care with respect to related animal experimentation will be followed; the CIHR guidelines for handling recombinant DNA molecules and animal viruses and cells will be adhered to; they will comply with the Tri –Council policy statement on Integrity in Research and Scholarship; and, where human subjects are involved, the research will be conducted in accordance with the Tri-Council Policy Statement “Ethical Conduct of Research Involving Humans”, August 1998 and the sponsoring institution’s documents.

NAME	SIGNATURE	DATE(S)
Applicant:		
Dept. Head:		
Dean:		
President:		

4. Administration of funds

Name of the Institution where the program will be carried out:
Administrator of Grant Funds. Please provide name and title.

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Applicant Name

5. Personal Data – Please do not substitute a Curriculum Vitae for completing this form.

(a) Academic Background – Indicate all University degrees earned and those in progress, if any. Please list beginning with the most recent.

DEGREE	DISCIPLINE & SUPERVISOR (where applicable)	INSTITUTION	DATES mm/yyyy – mm/yyyy

(b) Research Experience and Employment History – List all experience to date beginning with the most recent and including current.

DATES mm/yyyy – mm/yyyy	POSITION (and Supervisor where applicable)	DEPARTMENT/ INSTITUTION

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Applicant Name

(c) Distinctions/ Honours and Awards – Indicate any recognition received including awards, fellowships, scholarships, licences, qualifications, professional designations or credentials. Do not include academic appointments here as they are detailed under employment history.

DATES mm/yyyy – mm/yyyy	POSITION	ORGANIZATION / COUNTRY	TOTAL AMOUNT (CAN\$)

(d) Publications and Presentations – Indicate the number of publications, presentations, and patents / copyrights in the course of your career.

Publications	Referred Articles	Books/ Monograph	Proceedings / Book Chapters / Contributions	Abstracts / Notes	TOTAL
Published					
Accepted / In Press					

Patents / Copyrights	Total Individual	Total Collective	Sub - Total	TOTAL
Obtained				
Under Process				

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Applicant Name

Invited Presentations	TOTAL

(e) Training of Highly Qualified Personnel (HQP)

Indicate the number of students, fellows and other research personnel that you:

	Currently		Previous Six Years		TOTAL
	Supervised	Co-Supervised	Supervised	Co-Supervised	
Undergraduate					
Masters					
Doctoral					
Postdoctoral					
Others					
TOTAL					

Complete this form by listing the trainees that you have supervised / co-supervised within the last five years. Please include current trainees and flag those where you are the primary supervisory using the symbol X.

x	Student Name	Program Type	Month/Year From - To	Degree Received / Expected	Year Degree Rec'd	Current Position / Institution

Applicant Name

(f) Research Funds Requested or Held

Research Funds Requested – List all sources of support applied for as an applicant or co-applicant. Indicate where applicable the type of funding: grant (G) or contract and sponsorship (C).

G or C	Research Project (Short Title)	Funding Source	Program Name	Name of PI	Your Role	Total Amou (CAN\$)	Month/Year From - To

Research Funds Currently Held – List all sources of support currently held as an applicant or co-applicant. Indicate where applicable the type of funding: grant (G) or contract and sponsorship (C).

G or C	Research Project (Short Title)	Funding Source	Program Name	Name of PI	Your Role	Total Amou (CAN\$)	Month/Year From - To

Applicant Name

Research Funds Held in the Last Five Years – List all sources of support held in the last five years as an applicant or co-applicant. Indicate where applicable the type of funding: grant (G) or contract and sponsorship (C).

G or C	Research Project (Short Title)	Funding Source	Program Name	Name of PI	Your Role	Total Amou (CAN\$)	Month/Year From - To

Applicant Name

6. Abstract (suitable for preparation of a press release)

Provide, in 200 words or less, a non-technical summary of your research, written in simple and clear language suitable for a lay audience. The summary should indicate how your research, ultimately can improve personal health, the health of populations and/or the health delivery system.

Applicant Name

7. Program of Research - Applicants are required to provide a description of a program of research that will span the period of MHRC Manitoba Research Chair Award (five years). A maximum of 4 additional pages can be appended to this application. Page limits do not include charts, tables, references, figures and photographs. Include in the description of your program of research the following:

- Objectives
- Conceptual framework, design, methods and analysis
- Contribution to the advancement of knowledge
- Opportunities for national and international collaborations
- Availability of research infrastructure and support from host institution
- Opportunities for trainee supervision and mentorship

Applicant Name

8. Collaborator(s) - List individuals and their Department and Institution who will serve as consultants or collaborators on some aspects of the proposed program. It is advisable to append letters from major collaborators to substantiate their willingness to participate in the project.

Applicant Name

9. Publications

List your contributions to the literature, beginning with your most recent publications and separated in the following categories:

- refereed papers published or in press (append journal's acceptance letter);
- refereed papers submitted (append acknowledgement received from the journal);
- non-refereed papers published or in press;
- Abstracts

Use the following format: "Smith JM, Booth Y and Johns LP. Observations on the economic benefit of a postgraduate education. Science 1993; 235:701-703". Please do not include papers in preparation in your list.

Append additional pages as necessary.

Applicant Name

10. Contributions

(a) Most significant contributions – identify a maximum of five (5) contributions that best highlight your most significant contributions to research, defining the impact and relevance of each. A contribution can be a publication, conference, patent or intellectual property right, contract, etc. Your complete description may include the organization; position or activity type and description; start and end dates; target audience, and the basis on which this contribution is significant.

Applicant Name

(b) **Activities and Contributions** – the activities and contributions in this section should include both academic and non-academic achievements and their impacts. Detailed information concerning your supervisory experience has already been entered Highly Qualified Personnel section of this application. You do not need to repeat that information here. Please specify the period of time involved for each activity.

Applicant Name

11. Career Interruptions – Explain if there have been any exceptional situations that affected your research training or research activities:

- a) circumstances that delayed your research activities
- b) circumstances that delayed your research training activities
- c) specify the start date and end date of each interruption

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Applicant Name

12. Referees

Give the names, positions and affiliations of three referees whom you have asked to forward letters of recommendations directly to Council. One letter must be from each of the following:

- An individual outside the applicant's current department and outside the department where the award will be held;
- An individual with whom the applicant has never collaborated but is familiar with the applicant's research expertise
- An individual outside Canada who can endorse the applicant's potential to achieve international stature.

Reference letters, in general, should:

- Address the applicant's personal characteristics (intellectual curiosity, leadership qualities, demonstrated interests and resourcefulness, commitment to research career, etc)
- Provide specific details about the recognized research experience and academic strengths (quality of education, scientific training, research experience, mentoring experience, collaborations, potential to carry out independent research, etc).

In addition, a letter from the Dean or Director of the research institute must be submitted. This letter should offer the following appraisal:

- Potential for innovative independent research
- Major research accomplishments
- Ability to contribute collaboratively to multi-disciplinary or ongoing departmental/institute research
- Leadership qualities exhibited locally, nationally and internationally
- Demonstrated involvement in training of researchers
- Use of funds that will be freed up due to the MHRC Manitoba Research Chair award
- A statement confirming commitment of an additional five years of salary support after the completion of the award.

Each letter must be received in a sealed envelope and signed across the seal by the referee and sent directly to the MHRC office by **March 17, 2008** to the attention of:

Christina Weise
Executive Director
P216 – 770 Bannatyne Avenue
Winnipeg MB R3E 0W3

Applicant Name

13. Sponsoring Department / Institute

This section is to be completed by the Department Head of the Sponsoring Department or the Director of the host institution.

(a) Resources available to the applicant

What are the sources of salary support to the applicant:

host institution

grant funding agency

contract

industry

partner

Briefly describe:

- The current and pending full-time academic appointment
- Available laboratory space
- Minor and major equipment
- Standard infrastructure support to the applicant for the success or his/her research activities
- Any other support for start up
- Protection of 75% research time

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Applicant Name

(a) Resources available to the applicant (continued)

(b) Other Responsibilities

Indicate the nature and extent (hours/day) of non-research activities in which the applicant is expected to engage. Successful applicants are expected to devote at least 75% of their time to research.

- i. Teaching (including graduate student supervision)
- ii. Administrative duties
- iii. Clinical work
- iv. corporate involment

Applicant Name

(c) Applicant's contribution to the Department – Describe the current and potential contributions of the applicant to the department or host institution and how it fits into the department's or institution's strategic plan. Include research interactions between the applicant and his/her colleagues and other research programs, the nature of the association, contribution to the goals and strategic direction of the department or host institution.

**ACKNOWLEDGMENT OF RECEIPT OF 2008 MANITOBA RESEARCH CHAIR AWARD APPLICATION:
(Include this page at the end of the original application only)**

Applicant's Name:
Title of Research:

ACKNOWLEDGMENT: Acknowledgment by MHRC of receipt of your application to be sent to:

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(Give name and mailing address; departmental address preferred)