# CPRA Application Lab: CVs for Postdocs in common funding applications

Show your best self!

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August 14, 2025



The University of Calgary, located in the heart of Southern Alberta, both acknowledges and pays tribute to the traditional territories of the peoples of Treaty 7, which include the Blackfoot Confederacy (comprised of the Siksika, the Piikani, and the Kainai First Nations), the Tsuut'ina First Nation, and the Stoney Nakoda (including Chiniki, Bearspaw, and Goodstoney First Nations). The City of Calgary is also home to the Métis Nation of Alberta (Districts 5 and 6).





### **UCalgary Support: Your One-Stop CPRA Resource Hub**

To make your application process easier, we have created a **dedicated CPRA webpage** with everything you need in one place: <u>Canada Postdoctoral Research Award (CPRA) | Research at UCalgary | University of Calgary</u>

- Instructions for the SSHRC, NSERC, and CIHR competitions
- Direct links to agency program pages and application portals
- Detailed information about internal approval deadlines and submission procedures at UCalgary
- Helpful resources for both applicants and supervisors





# **Experience in the room:**What agency are you applying for?



### What's the Purpose of a CV in a Funding Application?

### 1. Demonstrates Capability

Proves you are prepared to deliver the proposed work.

### 2. Supports Your Narrative

Backs up your proposal with evidence—papers, training, skills.

### 3. Shows Alignment with the Call

Highlights relevant experience (e.g. interdisciplinarity, impact, leadership).

### 4. Captures Broader Contributions

Includes teaching, outreach, supervision, DEI, open science.

### **5. Signals Your Trajectory**

A structured CV shows your growth, focus, and future direction.

**Mindset Tip**: Think of your CV as a **map**—it should clearly show where you've been, what you've built, and where you're going.

### **Overview - CPRA**



### **CV + Most Significant Contributions**

CIHR	NSERC	SSHRC
Canadian Common CV (CCV)  CIHR Academic Type  *see CIHR instructions for specific	Various CV-related details are collected in the <b>NSERC application Form 201</b>	SSHRC Web CV
sections to complete	<b>Contributions and Statements</b> (4pg attachment)	Research Contributions (2pg attachment)
Most Significant Contributions (2pg attachment)  up to 3 research contributions with	<ol> <li>"Contributions" list</li> <li>Most Significant Contributions (up to 3)</li> </ol>	<ol> <li>Research Contributions</li> <li>Other Contributions</li> <li>Most Significant Contributions</li> </ol>
description	3. Applicant Statement  Describe professional, academic  and extracurricular activities, that  best demonstrate your relevant  research potential and experience.	4. Relevant Experience  Describe your previous experience relevant to the topic and objectives you are investigating in the application.

### **SSHRC**



- Create Account (instant)
- Fill out EDI information
- Fill out CV information
  - The SSHRC CV is a very rigid format
  - SSHRC has a large "Research Contributions" section that is much like a narrative CV, this is a particularly important section, as otherwise there are little opportunities to showcase!

### SSHRC CV

- Very Limited format
- Must create an account and fill out EDI section
- Very limited in what you can enter



ties Conseil de reche sciences humain Canada



### Social Sciences and Humanities Research Council www.sshrc-crsh.gc.ca

Français	Contact Us	Help	Search	Canada Site
Save	Logon Page			Exit

#### **New User Registration**

If you are applying for an award, enter your legal name. The Federal Granting Agencies use your profile name for all official correspondence. For more information on the public requirements for the proactive disclosure of grants and contributions, including legal name, refer to the *Guidelines on the Reporting of Grants and Contributions Awards*.

To register with SSHRC, complete the registration information below. Type NONEX in the family name or given name field should one of these not apply to your name. Then click on "Save". It is important to remember your password and to keep it in a secure location because you will need it every time you log on to the SSHRC on-line system. If you forget your password, do not re-register. Instead, click on the link "Forgot your password?" located on the Logon screen.

The information you provide in your on-line Curriculum Vitae (CV) or application will be stored on a secure server and protected in accordance with federal laws and policies. It will be password protected and accessible only to you. This information will be used for the purposes of reviewing applications and administering awards.

Your registration information will be kept on file indefinitely provided that you use the SSHRC on-line system. Should you discontinue the use of this system, your information will remain valid for six years from the time of your last interaction with the system. Once the six-year period has elapsed, your registration information will be deleted.

#### REGISTRATION INFORMATION

Family name		(30 chars)	
Given name		(30 chars)	
Initials	Do not include initials from give	en or family names.	
Correspondence language	English V Language selected will be used	by SSHRC for all corresponde	ence.
li li	MPORTANT: Enter a valid E-mail address. It w	rill be used for E-mail notifica	tions and correspondence with SSHRC.
Primary E-mail		(10	0 chars)
Password	(6-10 chars)		
Password confirmation	Must be identical to the	he password above.	
Save	Logon Page		Exit
Date modified: 2025-07-02	(^)		

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### **SSHRC CV**

#### Social Sciences and Humanities Research Council

www.sshrc-crsh.gc.ca

Français	Contact Us	Help	Search	Canada Site
My Account		Messages		Exit

#### My Portfolio

#### REMINDER

To be eligible to apply for any SSHRC grant, applicants must have submitted any outstanding final research or activity reports for previous SSHRC grants.

#### CONSENT TO DISCLOSURE OF PERSONAL INFORMATION

I understand that maintaining public trust in the integrity of researchers is fundamental to building a knowledge-based society. By submitting an application, by linking my CV to an application led by another researcher or institution, or by accepting funding from the Canadian Institutes of Health Research (CIHR), the Natural Sciences and Engineering Research Council of Canada (NSERC) and/or the Social Sciences and Humanities Research Council of Canada (SSHRC), I affirm that I have read and I agree to respect all the policies of these agencies that are relevant to my research, including the Tri-Agency Framework: Responsible Conduct of Research. In cases of a serious breach of agency policy, the agency may publicly disclose any information relevant to the breach that is in the public interest, including my name, the nature of the breach, the institution where I was employed at the time of the breach, the institution where I am currently employed, and the recourse imposed against me. I accept this as a condition of applying for, or receiving, agency funding and I consent to such disclosure.

(For further information, see *Questions and Answers on the* consent to disclosure of personal information.)



As a general rule, remember to save, in your personal files, a copy of your documents and application information, including text entered into application fields. You can also save a local copy of the PDF preview of your application.





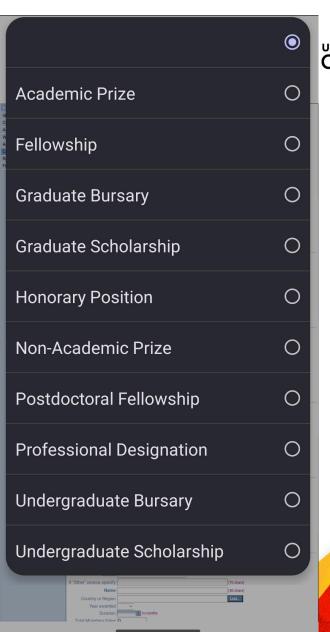




SSHRC=CRSH	
Identification	Curriculum Vitae - Academic Background (Mandatory)
Current Position	Beginning with your highest degree, list up to 5 degrees. The highest degree will print first and all others in reverse chronological
Address	order, based on start date.
Work Experience	
Academic Background	New Entry Highest degree
Credentials	Degree type V
Research Expertise	If you choose an "equivalent" degree, enter the degree name.
Funded Research	Degree name (40 chars)
	Discipline List
	If "Other" discipline, specify (50 chars)
	Start date V
	Expected date
	Awarded date
	Organization List
	If "Other" organization, specify full name (60 chars)
	Organization country or region List
	SSHRC support   Did SSHRC support enable you to earn this degree?

### **SSHRC**







### **SSHRC Research Contributions**



- 2 Pages Maximum
  - Detail for each:
    - Your Role
    - Bibliography
- Subdivided into 4 categories:
  - 1. Research Contributions (refereed and non refereed)
  - 2. Other Research Contributions (outside of academic realm)
  - 3. Most Significant Career Contributions (pick 3)
  - Relevant Experiences (and HOW they prepared you for the proposed work)

# **Most Significant Contributions**



#### 1. A Problem That Mattered – The Gap

What was the big question or gap you tackled? Why was it important at the time?

#### 2. A Distinctive Contribution

What did you bring that was new? Highlight your insight, approach, or intervention

### 3. Intellectual Rigor

Emphasize the robustness of your methods and reasoning and show how you handled complexity or uncertainty

### 4. Impact and Resonance

What did your work change, clarify, or challenge? Cite uptake, influence, or recognition, if applicable

### **5. A Launchpad for Future Work**

Frame your past research as a foundation. Show how it led to new questions or collaborations

6. Also include dissemination strategies and KT here. How did your research reach a broad audience?

#### **Narrative Tip**

Tell the story of your contribution as a milestone in a journey, not just a stand-alone achievement.

### **NSERC CPRA**

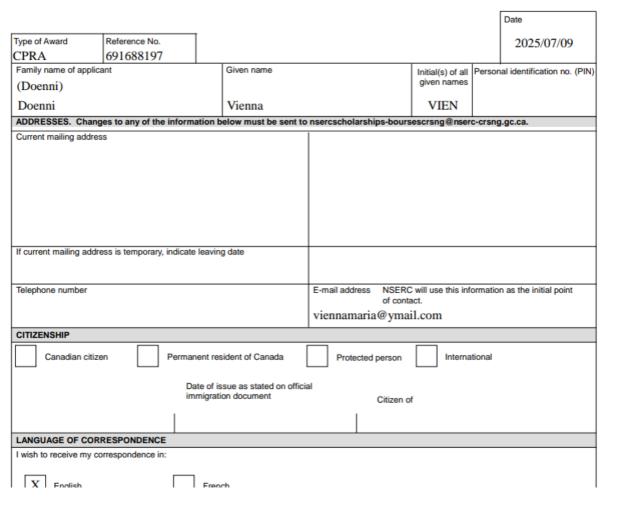


- Priorities are:
  - Inventions, patents, IP
  - High impact publications
  - Work experience in tech and translation
  - Funding mobilized

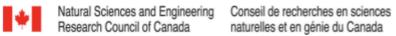


naturelles et en génie du Canada

#### Application for a Canada Graduate Research Scholarship -**Doctoral or Canada Postdoctoral Research Award** (Form 201)









### Application for a Canada Graduate Research Scholarship -Doctoral or Canada Postdoctoral Research Award

Type of Award		(F 004)		
		(Form 201)		Date
CPRA				2025/07/09
Family name of applicar	nt	Given name	Initial(s) of all	Personal
(Doenni)		- Circuitano	given names	identification no. (PIN)
Doenni		Vienna	VIEN	
ACADEMIC, RESEA	RCH AND OTHER RELEV	ANT WORK EXPERIENCE		
Position held	and nature of work nt) Full Time - Part Time	Organization and department	Supervisor	Period (mm/yyyy-mm/yyyy)
I		ı		I





#### Application for a Canada Graduate Research Scholarship -Doctoral or Canada Postdoctoral Research Award (Form 201)

Type of Award	Persona	Personal Identification no. (PIN) Family			name, given name and initial(s) of appl	licant
CPRA	Doenni, Vienna VIEN					
SCHOLARSHIPS A	ND OTHER AWA	RDS OFFERED (	start with m	ost rece	ent and include NSERC awards)	
Name of Award	Value (CDN\$)	Level Institutional, Provincial, National, International	Type Acader Resear Leaders Communi	nic, ch, ship,	Location of tenure	Period held (yyyy/mm - yyyy/mm)

### **NSERC – Contributions and Statements**



- 4 pages outlining:
  - Contributions to research and development (list)
  - Most significant contributions (pick up to 3)
  - Applicant statement
    - Research experience
    - Relevant activities (mentoring, outreach, leadership), training or lived experience
  - Special circumstances
- Tip: You have 4 pages to tell a narrative on your career progression, frame lived experiences and training such that it becomes clear that this is the ONLY logical postdoc appointment out there.

# **Most Significant Contributions**



#### 1. A Problem That Mattered – The Gap

What was the big question or gap you tackled? Why was it important at the time?

#### 2. A Distinctive Contribution

What did you bring that was new? Highlight your insight, approach, or intervention

### 3. Intellectual Rigor

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### 4. Impact and Resonance

What did your work change, clarify, or challenge? Cite uptake, influence, or recognition, if applicable

### 5. A Launchpad for Future Work

Frame your past research as a foundation. Show how it led to new questions or collaborations

6. Also include dissemination strategies and KT here. How did your research reach a broad audience?

#### **Narrative Tip**

Tell the story of your contribution as a milestone in a journey, not just a stand-alone achievement.





- Address all potential weaknesses and contextualize!
  - health problems, family responsibilities, disabilities, trauma and/or loss, pandemic impact
  - time necessary to complete a monograph, file a patent, or commercialize an industrial process or product; and for health professionals, engagement in post-degree non-research related clinical training or activities (residency, etc.).
  - Nature of research (e.g., developmental, takes a long time to get data)
  - Nature of methodology
  - Moving across continents
  - Different funding landscape
  - Different structure in authorship

### Canadian Common CV – What is it?



- Database to hold and sort all research-relevant information
- Start this early in your research career and update regularly
- Fill out everything you can, different funding agencies may require different info















# Step 1: Create your "Generic CCV"



- A generic CCV contains all information you input into the system
- Allows you to populate every section that could appear in any of the funding agency templates
- Changes are rarely made to the generic template
- UPDATE WITH ANY NEW ACCOMPLISHMENTS (at least quarterly)





# **Generic CCV: Tips**

- Click the pencil icon to edit
- Click "Done" to save your changes
- Organization fields auto-complete
- To maintain data in Common CCV (generic CV), but not include a particular funding template, uncheck the "submit" box (never delete)
- Question mark bubbles provide help on a particular field
- Tick marks DO NOT MEAN a section is filled out, they only tell you that no mandatory information is missing



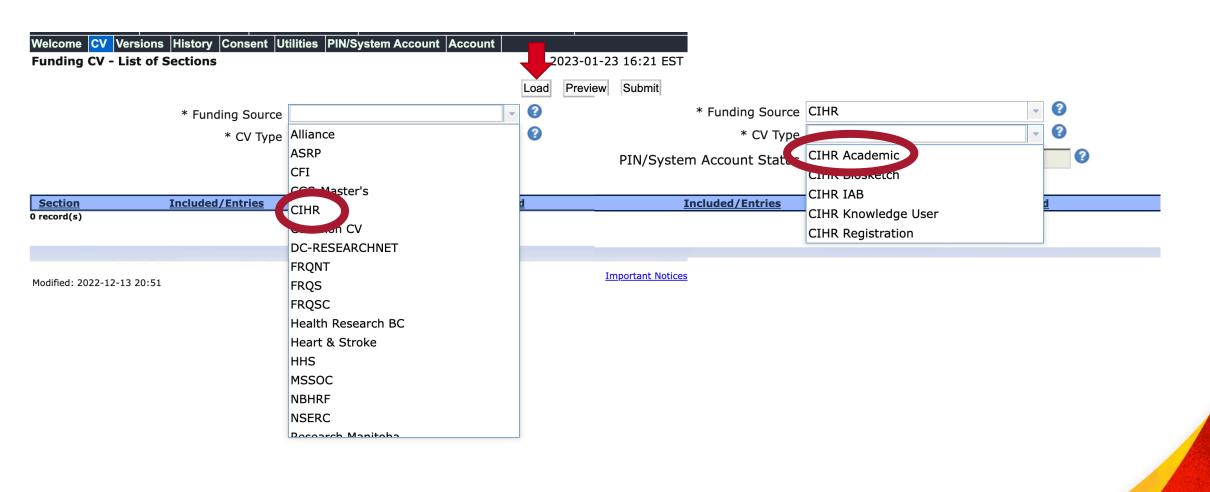
### **CIHR CCV**



- Set up accounts (<u>Register with CIHR</u>)
- In order to submit an application, you must first have the following items:
  - ResearchNet account;
  - CIHR PIN (takes 24h!!!, get it on ResearchNet);
  - Canadian Common CV (CCV) Account
- Additional details on CCV requirements are available in the <u>CCV</u>
   Frequently Asked Questions for CIHR Applicants, as well as
   CIHR's Register with CIHR and CCV Information web pages.

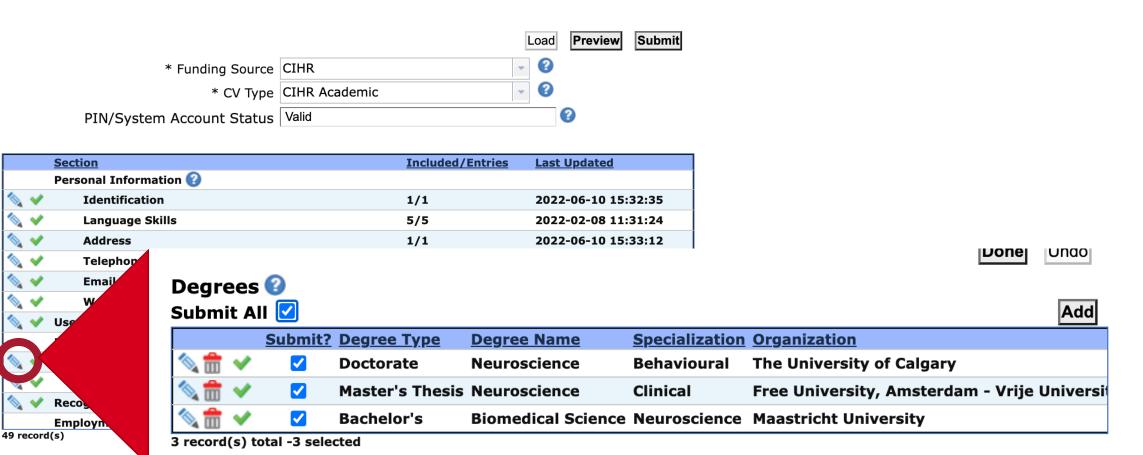


## CIHR Academic CCV – How do I get there?













 Do you need an active CIHR application to get a CIHR PIN to create the CIHR Academic CCV?

No, you can request a PIN at any time.





### Before starting, read the CIHR Quick Reference Guide

- 1. Personal Information
- 2. User Profile
- 3. Education
- 4. Recognitions
- 5. Employment
- 6. Research Funding History
- 7. Activities
- 8. Contributions



# **CIHR Academic Template**

1. Personal Information	Identification, Language Skills, Address, Telephone, E-mail  Notes  •Peer-reviewers will only have access to your name (no other personal information).
2. User Profile	Disciplines Trained in, Research Specialization Keywords, Research Disciplines, Areas of Research, Fields of Application  Notes  *Use Research Specialization Keywords to provide additional descriptors. This is especially important if the descriptors chosen in other sections are not close matches to your research.  *The data in the User Profile will be used to assign applications to committees, reviewers, and for statistical purposes; they are also shared with peer reviewers.
3. Education	Describe your Educational Experiences
Degrees	Enter your degree information, the organization where the degree was conferred, and the start/end dates of your degrees.  Notes  The supervisor information is mandatory for every degree type, including undergraduate degrees. If you had a 4th year thesis supervisor, you can enter that information. If you did not have a supervisor at all during your undergraduate career, simply enter "N/A".
List of Credentials	A credential is defined as a designation earned to assure qualification to perform a job or task such as a certification, an accreditation, etc. Examples of a credential might include a professional license or a trade certificate.

Adapted from CIHR Academic CCV Quick Guide



Where things start to go wrong....





- List recognitions that best highlight aspects of your application.
   Recognitions can be filled out based on the following categories:
  - Prizes and Awards (e.g. scholarships, fellowships, bursaries, medals, travel awards, poster awards etc.)
  - Distinctions (e.g. Dean's honor roll, membership in professional societies, etc.)
  - Honors (e.g. honorary citizen, honorary degree, etc.) Adapted from CIHR Academic CCV Quick Guide
  - Citations (e.g. Recognition received as a formal expression of praise)
- Common mistakes: listing fellowships and scholarships under "Research Grants" instead of "Recognitions"
- Not listing all recognitions received



# 5. Employment

Academic Work Experience	Enter your current and past academic work experience.
Non-Academic Work Experience	Enter your current and past non-academic work eperience.
Affiliations	Enter your current Affiliations (can be work and/or non-work related).  Notes  •Please ensure that your primary affiliation is within an organization where you still hold employment.  •Where a researcher works at a satellite organization of a parent company, the primary affiliation should be the satellite organization.
Leaves of Absence/Impact on Research	Describe how any leaves of absences or delays affected your research activities and/or the dissemination of research results.  Focus on your grit and determination, despite adverse circumstances





- Most postdocs will not have their own research funding
- There are a number of research grants postdocs can be applicants or co-applicants of
- Having been successful in a research grant competition sets you apart from the competition
- Ensure that research funding is highlighted in either a personal statement or reference letter



### 7. Activities

Supervisory Activities	List all students who you have supervised/co-supervised. 'Students' in this section refers to individuals such as undergraduate thesis students, graduate students, and postdoctoral students.  •Do not include students supervised as part of an undergraduate course.  •Volunteers in your lab should go under the Mentoring Activities section.
Mentoring Activities	List all students who you have mentored, or contributed services to, in order to provide counsel, guidance, and/or instruction to a protégé.
Community and Volunteer Activities	List all services contributed, unpaid, on behalf of one's locality, social, occupational, or other group sharing common characteristics or interests, but not directly related to your research activities.
Knowledge and Technology Translation Activities	List Knowledge and Technology Translation Activities relating to Business Innovation/Creation of start-up, Citizen/Community Engagement, Consulting/R&D Collaboration for/with Industry, Policy/Regulation Development, Standards Development, and Technology Transfer and Commercialization.  •For more information, read the Guide to Knowledge Translation Planning at CIHR: Integrated and End-of-Grant Approaches.
International Collaboration Activities	International Collaborations can be described as situations where the applicant worked with others outside of Canada on administrative, professional, research, or knowledge translation projects. These activities should be relevant to the application the researcher is submitting with this CV. It would be important to briefly describe the nature of the collaboration and the research project.



## 7. Activities: Attest to Research Leadership

### How is 'research leadership' evaluated?

- Getting involved in student professional societies (e.g. Union, national or international grad student/postdoc associations), memberships, journal club leadership, postdoc or student representatives on committees etc.
- Creating of professional or student society, journal clubs
- Community organizations related to the research (i.e. volunteers with Heart and Stroke foundation and works on heart related research)
- Journal boards (or at least reviews), conference abstract reviews, etc.
- Knowledge mobilization for future generations

It is very important that this section is corroborated in the reference letters





- What do reviewers want to see here?
  - A clear up-and-comer
  - Someone who is confident and part of the conversation
  - Someone who shares their knowledge with the community
  - Someone who is passionate about a cause
  - Someone who is engaged in creative and impactful ways with their research community



### 8. Contributions

Presentations	List all relevant presentations over the past 5 years where there was no resulting conference publication (e.g. abstract, poster, short paper published in conference proceedings). Examples of these could include guest lectures, invited speaker presentations at a university, lay presentations, local presentations, etc.
Interviews and Media Relations	List all relevant media relation experiences over the past 5 years in the following categories: Broadcast Interviews and Text Interviews.
Publications	List all your relevant publications over the past 5 years in the following categories: PubMed Articles, Journal Articles, Books, Book Chapters, Book Reviews, Dissertations, Reports, Working Papers, Manuals, Online Resources, Clinical Care Guidelines, and Conference Publications.  Notes  *Conference publications should include all presentations where an abstract, poster, or short paper were published in conference proceedings following a peer-review process.
Intellectual Property	List all intellectual property rights in the following categories: Patents, Licenses, Disclosures, Registered Copyrights, and Trademarks.  Notes  The 5 year limit does not apply to this section.

#### **Question:**



 Do granting agencies automatically receive my CCV when I click "submit"?

 No – Applications and CCVs have to be linked on ResearchNet or submitted as .pdf

## **Link CCV to applications**

Consent



• **Step 1:** Within the CCV system, select "Submit." This will generate a unique confirmation number for this submission of your CCV.

2023-01-23 16:49 EST



I Disagree

You are about to submit and share your electronic Curriculum Vitae with other institutions. Once such information is successfully forwarded, the designated institution will be responsible for the management and

# Your CV has been submitted. The confirmation number is : 'ou can view the submitted PDF and XML files by clicking on the

- 1. review applications,
- 2. consult, if required, with Health Canada, NSERC and SSHRC on the eligibility of the proposed activity,
- 3. select peer reviewers and committee members,
- 4. administer awards,
- 5. plan and evaluate programs, and
- 6. to carry out statistical studies conducted by CIHR on the funding of research and research training in Canada.

If you have questions concerning the use of this data, or for additional information on the administration of the Access to Information and Privacy Acts, please consult CIHR.





• **Step 2:** Log in to ResearchNet and open the intended funding application on your homepage. Within the Tasks section on the Application Overview page, click "Identify Participants". The list of people who are involved in your application will appear. Each Participant requires a CCV.

## **Link CCV to applications**



#### **Funding Opportunity Details**

Funding Organization Program Name Sponsor(s) Canadian Institutes of Health Research

Fellowship: Health System Impact Fellowship

CIHR's Institute of Health Services and Policy Research (IHSPR), in partnership with CIHR Institute of Aging (IA), Institute of Cancer Research (ICR), Institute of Circulatory and Respiratory Health (ICRH), Institute of Human Development, Child and Youth Health (IHDCYH), Institute of

Indigenous Peoples' Health (IIPH), Institute of Infection and Immunity (III), Institute of

Musculoskeletal Health and Arthritis (IMHA), Institute of Nutrition, Metabolism and Diabetes (INMD), Institute of Population and Public Health (IPPH), Centre for Research on Pandemic Preparedness and Health Emergencies (CRPPHE), Drug Safety and Effectiveness Network (Capacity Building), Healthy Cities Research Initiative (HCRI), Michael Smith Health Research BC

(Health Research BC), Fonds de recherche du Québec -Santé (FRQS) and Mitacs.

**Program Launch Date** 

2022-12-20



## **Link CCV to applications**



#### **Activity Messages**

#### Application Process Overview Hide Details

Please complete the tasks below and submit your application electronically. If applicable, you must upload completed signature pages via the "Print/Upload Signature Pages" task in order to submit.

For program specific information consult the "Eligibility" and the "How to Apply" sections of this funding opportunity.

For more information on the application process, e-mail <a href="mailto:support-soutien@cihr-irsc.gc.ca">support-soutien@cihr-irsc.gc.ca</a>.

#### Tasks

Task	Status	Task Completion Date
ldentify Participants	Incomplete	
Enter Proposal Information	Incomplete	
Attach Other Application Materials	Incomplete	
Apply to Priority Announcements/Funding Pools	Incomplete	
Download Supplemental Application Information	Incomplete	
Print/Upload Signature Pages	Incomplete	
Preview	Incomplete	
Consent and Submit	Incomplete	

#### Support

Glossary of Funding Related Terms C

CIHR Application Administration Guide C





 Step 3: Click on "Identify Participants" and "Edit" to enter your CCV number

Identify Participants A Add Participants							
<u>Participant</u>	PIN	Role ▲	<u>Self-identification</u>	<u>Status</u>	Actions		
Doenni, Vienna		Nominated Principal Applicant	Pending	<u>Incomplete</u>	Edit		
Return to Task List				·			





Nominated Principal Applicant - Vienna Doenni				
* Role (required)				
Nominated Principal Applicant				
* Last Name (required)				
Doenni				
* First Name (required)				
Vienna				
* PIN (required)				
* CCV Confirmation Number (required) @				





- Get your supervisors CIHR PIN well in advance
- Add it under "Identify Participants"







- The applicant **must** choose up to three research-related contributions (e.g., research publications, reports, books, guidelines, datasets, code, tools, training and mentorship, volunteerism, community engagement, standards, software or commercialized products) that they judge to be the most important. Note: Only entries with dates within the past 5 years may be submitted.
  - discuss the significance, relevance and impact (e.g., influence on policy and practice, influence on direction of thought, use of research results by stakeholders, health outcomes, societal outcomes, and distinctions-based, meaningful and culturally safe health research) of your work. If appropriate, discuss the rationale for choosing a research dissemination practice;
  - describe your role in the research, including clearly outlining your contribution to collaborative research (for example, consider the percent contribution to the team effort, if required);





- >1 major graduate scholarship
- >6-8 recognitions and awards
- 2-5 leadership roles
- 1-3 teaching positions
- 4-10 first author publications

If you are lacking in any of these areas, make sure you and your references let the reviewers know why; in a positive manner:

"Despite the dire funding landscape during Dr. X's PhD, they were able to promptly obtain a fellowship upon their move to Calgary"



## **Special Circumstances**

- Applicants are invited to provide contextual factors that affected the progress in their research or dissemination of results.
  - health problems, family responsibilities, disabilities, trauma and/or loss, pandemic impact
  - time necessary to complete a monograph, file a patent, or commercialize an industrial process or product; and for health professionals, engagement in post-degree non-research related clinical training or activities (residency, etc.).
  - Nature of research (e.g., developmental, takes a long time to get data)
  - Nature of methodology
  - Moving across continents
  - Different funding landscape
  - Different structure in authorship



## Frame hardship as a win, not excuse

- I had to work nights during the pandemic as we had no childcare
- Despite added hardships during the pandemic, which forced me to execute experiments at night due to the lack of childcare for my daughter, I produced data for 2 research papers, and I wrote a comprehensive review on X which has already been cited 20 times. This experience taught me about my capacity, grit and perseverance, and reaffirmed my commitment to research.

#### **Questions?**



Now a centralized helpdesk!

#### Contact us

#### **CCV Support**

The Canadian Common CV (CCV) now has a centralized helpdesk at the Canadian Institutes of Health Research (CIHR). For technical issues, general inquires or to provide feedback, please contact the CIHR Contact Centre at:

Telephone: 613-954-1968 Toll Free: 1-888-603-4178

Fax: 613-954-1800

support-soutien@cihr-irsc.gc.ca

Please note that if you have any questions related to a competition or to the instructions to complete a specific CV type, you must contact the organization to which you are applying.



## **Upcoming Competitions & Deadlines**

Applying for anything? Start your signature pages 4 weeks before the deadline to avoid unnecessary stress!

Agency	UCalgary Detailed Review	Sponsor/Reference Deadline	UCalgary Institutional Approvals	Agency Submission
SSHRC	August 25, 2025	Same as agency submission	September 5, 2025	September 11, 2025
CIHR	August 28, 2025	September 9, 2025	September 11, 2025	September 17, 2025
NSERC	September 29, 2025	Same as agency submission	October 10, 2025	October 17, 2025



# Internal Review and Approvals Process

# Submit the following two items to <a href="mailto:fellowships@ucalgary.ca">fellowships@ucalgary.ca</a> by the internal deadline:

- PDF Preview of the complete application
- Completed <u>RFAA Form</u>, signed by:
  - Applicant (Postdoc)
  - Supervisor
  - Department Head (if applicable)
  - Dean/Associate Dean (Research)

#### **Cumming School of Medicine applicant?**

Take advantage of our wrap around CPRA support.

Message Jill Vandenbrand, Fellowship Development Coordinator,

at jillian.vandenbrand@ucalgary.ca to connect.

<sup>\*</sup>CSM applicants: Send the form to <u>medgrant@ucalgary.ca</u> for CSM ADR approval.



#### **Grant Development Team for Postdoctoral Research**

#### What do we do?

- Not sure what funding you are eligible for?
- Intimidated by the process?
- Would you like to increase your competitiveness?
- Need an in-depth review of your application?

#### We are here to support you!

- Fellowship and Postdoctoral Grant Support: <a href="mailto:vdoenni@ucalgary.ca">vdoenni@ucalgary.ca</a>
- Fellowship Coordinator: <u>jillian.vandenbrand@ucalgary.ca</u>
- Administrative Support (e.g., RFAAs): medgrant@ucalgary.ca