

# CPRA Application Lab:

## CVs for Postdocs in common funding applications

**Show your best self!**

Vienna M Doenni, PhD, PMP, ACC  
Fellowship Development Officer  
Office of the Associate Dean of Research  
Cumming School of Medicine

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**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: [Canada Postdoctoral Research Award \(CPRA\) | Research at UCalgary | University of Calgary](#)

- 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
<p><b>Canadian Common CV (CCV)</b> CIHR Academic Type *see <a href="#">CIHR instructions</a> for specific sections to complete</p> <p><b>Most Significant Contributions</b> (2pg attachment) <i>up to 3 research contributions with description</i></p>	<p>Various CV-related details are collected in the <b>NSERC application Form 201</b></p> <p><b>Contributions and Statements</b> (4pg attachment)</p> <ol style="list-style-type: none"><li>1. “Contributions” list</li><li>2. Most Significant Contributions (up to 3)</li><li>3. Applicant Statement <i>Describe professional, academic and extracurricular activities, that best demonstrate your relevant research potential and experience.</i></li></ol>	<p><b>SSHRC Web CV</b></p> <p><b>Research Contributions</b> (2pg attachment)</p> <ol style="list-style-type: none"><li>1. Research Contributions</li><li>2. Other Contributions</li><li>3. Most Significant Contributions</li><li>4. Relevant Experience <i>Describe your previous experience relevant to the topic and objectives you are investigating in the application.</i></li></ol>

# 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



## 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	<input type="text"/>	(30 chars)
Given name	<input type="text"/>	(30 chars)
Initials	<input type="text"/>	Do not include initials from given or family names.
Correspondence language	English ▾	Language selected will be used by SSHRC for all correspondence.
<b>IMPORTANT:</b> Enter a valid E-mail address. It will be used for E-mail notifications and correspondence with SSHRC.		
Primary E-mail	<input type="text"/>	(100 chars)
Password	<input type="password"/>	(6-10 chars)
Password confirmation	<input type="password"/>	Must be identical to the password above.

Save		Logon Page		Exit
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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](#).)

Curriculum Vitae

Vienna Doenni


Status: In Progress  
Updated: 2025/07/08 - 14:28:25

Preview  Verify

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.

List of application forms

Select one of the following forms from the drop-down menu: applications, accepted invitations, final research reports.

Applications  [Create New Form](#)



SSHRC  CRSH

Identification

Current Position

Address

Work Experience

Academic Background

Credentials

Research Expertise

Funded Research

## Curriculum Vitae - Academic Background (Mandatory)

Beginning with your highest degree, list up to 5 degrees. The highest degree will print first and all others in reverse chronological order, based on start date.

New Entry

Highest degree ☐

Degree type

If you choose an "equivalent" degree, enter the degree name.

Degree name  (40 chars)

Discipline  [List...](#)

If "Other" discipline, specify  (50 chars)

Start date

Expected date   (For degrees in progress.)

Awarded date   (For completed degrees.)

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  CRSH

Identification

Current Position

Address

Work Experience


Academic Background

Credentials

Research Expertise

Funded Research



  
UNIVERSITY OF  
CALGARY

☒ Academic Prize

☐ Fellowship

☐ Graduate Bursary

☐ Graduate Scholarship

☐ Honorary Position

☐ Non-Academic Prize

☐ Postdoctoral Fellowship

☐ Professional Designation

☐ Undergraduate Bursary

☐ Undergraduate Scholarship

If "Other" source, specify  
Name   
Country or Region   
Year awarded   
Duration  in months  
Total Monetary Value

# 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)
  4. 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



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

Type of Award <b>CPRA</b>		Reference No. <b>691688197</b>		Date <b>2025/07/09</b>	
Family name of applicant <b>(Doenni)</b> <b>Doenni</b>		Given name <b>Vienna</b>		Initial(s) of all given names <b>VIEN</b>	Personal identification no. (PIN)
<b>ADDRESSES. Changes to any of the information below must be sent to nsercscholarships-boursescrsng@nserc-crsng.gc.ca.</b>					
Current mailing address					
If current mailing address is temporary, indicate leaving date					
Telephone number		E-mail address NSERC will use this information as the initial point of contact. <b>viennamaria@ymail.com</b>			
<b>CITIZENSHIP</b>					
<input type="checkbox"/> Canadian citizen <input type="checkbox"/> Permanent resident of Canada <input type="checkbox"/> Protected person <input type="checkbox"/> International					
		Date of issue as stated on official immigration document		Citizen of	
<b>LANGUAGE OF CORRESPONDENCE</b>					
I wish to receive my correspondence in:					
<input checked="" type="checkbox"/> English <input type="checkbox"/> French					



Natural Sciences and Engineering  
Research Council of Canada

Conseil de recherches en sciences  
naturelles et en génie du Canada

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

Type of Award CPRA		Doctoral or Canada Postdoctoral Research Award (Form 201)		Date 2025/07/09
Family name of applicant (Doenni) Doenni		Given name Vienna	Initial(s) of all given names VIEN	Personal identification no. (PIN)
<b>ACADEMIC, RESEARCH AND OTHER RELEVANT WORK EXPERIENCE</b>				
<b>Position held and nature of work</b> <b>(begin with current) Full Time - Part Time</b>	<b>Organization and department</b>	<b>Supervisor</b>	<b>Period</b> <b>(mm/yyyy-mm/yyyy)</b>	





Research Council of Canada

naturelles et en génie du Canada



UNIVERSITY OF  
CALGARY

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

Type of Award CPRA	Personal Identification no. (PIN)	Family name, given name and initial(s) of applicant Doenni, Vienna VIEN			
SCHOLARSHIPS AND OTHER AWARDS OFFERED (start with most recent and include NSERC awards)					
Name of Award	Value (CDN\$)	Level Institutional, Provincial, National, International	Type Academic, Research, Leadership, Communication	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

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.



# Special Circumstances

- 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)



The screenshot shows the homepage of the Canadian Common CV system. At the top, there is a blue header with a red maple leaf logo and the text "Canadian Common CV" and "www.ccv-cvc.ca". Below the header is a navigation bar with links: "Français", "Home", "Contact Us", "Help", and "Logout". A second row of links includes "Welcome", "CV", "Versions", "History", "Consent", "Utilities", "PIN/System Account", "Account", and "Logout". The "CV" link is circled in red. Below the navigation bar, the text "Welcome to the Canadian Common CV" is displayed on the left, and the date and time "2023-01-23 16:18 EST" are on the right. The name "Dr. Vienna Doenni" is visible in the bottom left corner.

Canadian Common CV  
www.ccv-cvc.ca


Français Home Contact Us Help Logout




















Welcome CV Versions History Consent Utilities PIN/System Account Account

Welcome to the Canadian Common CV 2023-01-23 16:18 EST

Dr. Vienna Doenni

# 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 

Section	
Personal Information ?	
 	Identification
 	Language Skills
 	Address
 	Telephone
 	Email
 	Website
Education ?	
 	Degrees
 	Credentials
 	Recognitions
 	User Profile
Employment ?	

# CIHR CCV

- **Set up accounts ([Register with CIHR](#))**
- 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 [CCV Frequently Asked Questions for CIHR Applicants](#), as well as CIHR's [Register with CIHR](#) and [CCV Information](#) web pages.



## Important Notices



# Select what you want to display:

Load Preview Submit

\* Funding Source CIHR ?

\* CV Type CIHR Academic ?

PIN/System Account Status Valid ?

Section	Included/Entries	Last Updated
<b>Personal Information ?</b>		
Identification	1/1	2022-06-10 15:32:35
Language Skills	5/5	2022-02-08 11:31:24
Address	1/1	2022-06-10 15:33:12

Done Undo

## Degrees ?

Submit All ☒

Add

Submit?	Degree Type	Degree Name	Specialization	Organization
<input checked="" type="checkbox"/>	Doctorate	Neuroscience	Behavioural	The University of Calgary
<input checked="" type="checkbox"/>	Master's Thesis	Neuroscience	Clinical	Free University, Amsterdam - Vrije Universiteit
<input checked="" type="checkbox"/>	Bachelor's	Biomedical Science	Neuroscience	Maastricht University

3 record(s) total -3 selected

49 record(s)

## Question:

- 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.**

# CIHR Academic: What goes in it?

*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

<b>1. Personal Information</b>	<p>Identification, Language Skills, Address, Telephone, E-mail</p> <p><b>Notes</b></p> <p>•Peer-reviewers will only have access to your name (no other personal information).</p>
<b>2. User Profile</b>	<p>Disciplines Trained in, Research Specialization Keywords, Research Disciplines, Areas of Research, Fields of Application</p> <p><b>Notes</b></p> <p>•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.</p> <p>•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.</p>
<b>3. Education</b>	Describe your Educational Experiences
Degrees	<p>Enter your degree information, the organization where the degree was conferred, and the start/end dates of your degrees.</p> <p><b>Notes</b></p> <p>•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".</p>
List of Credentials	<p>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.</p>

*Adapted from CIHR Academic CCV Quick Guide*



**Where things start to go wrong....**

## 4. Recognitions

- 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 experience.
Affiliations	<p>Enter your current Affiliations (can be work and/or non-work related).</p> <p><b>Notes</b></p> <ul style="list-style-type: none"> <li>•Please ensure that your primary affiliation is within an organization where you still hold employment.</li> <li>•<b>Where a researcher works at a satellite organization of a parent company, the primary affiliation should be the satellite organization.</b></li> </ul>
Leaves of Absence/Impact on Research	<p>Describe how any leaves of absences or delays affected your research activities and/or the dissemination of research results.</p> <p><b>Focus on your grit and determination, despite adverse circumstances</b></p>

## 6. Research Funding History

- 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	<p>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.</p> <ul style="list-style-type: none"> <li>•<i>Do not include students supervised as part of an undergraduate course.</i></li> <li>•<i>Volunteers in your lab should go under the Mentoring Activities section.</i></li> </ul>
Mentoring Activities	<p>List all students who you have mentored, or contributed services to, in order to provide counsel, guidance, and/or instruction to a protégé.</p>
<b>Community and Volunteer Activities</b>	<p><b>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.</b></p>
Knowledge and Technology Translation Activities	<p>List Knowledge and Technology Translation Activities relating to Business Innovation/Creation of start-up, Citizen/Community Engagement, Consulting/R&amp;D Collaboration for/with Industry, Policy/Regulation Development, Standards Development, and Technology Transfer and Commercialization.</p> <ul style="list-style-type: none"> <li>•For more information, read the <a href="#"><u>Guide to Knowledge Translation Planning at CIHR: Integrated and End-of-Grant Approaches</u></a>.</li> </ul>
International Collaboration Activities	<p>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.</p>



## 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*

## 7. Activities: Research Leadership

- 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

<b>Presentations</b>	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.
<b>Interviews and Media Relations</b>	List all relevant media relation experiences over the past 5 years in the following categories: Broadcast Interviews and Text Interviews.
<b>Publications</b>	<p>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.</p> <p><b>Notes</b></p> <ul style="list-style-type: none"><li>•Conference publications should include all presentations where an abstract, poster, or short paper were published in conference proceedings following a peer-review process.</li></ul>
<b>Intellectual Property</b>	<p>List all intellectual property rights in the following categories: Patents, Licenses, Disclosures, Registered Copyrights, and Trademarks.</p> <p><b>Notes</b></p> <ul style="list-style-type: none"><li>•The 5 year limit does not apply to this section.</li></ul>

## 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

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

Consent

2023-01-23 16:49 EST

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 :  
You 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.



# Link CCV to applications

- **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**

Canadian Institutes of Health Research

**Program Name**

Fellowship : Health System Impact Fellowship

**Sponsor(s)**

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 (Ili), 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 [support-soutien@cihr-irsc.gc.ca](mailto:support-soutien@cihr-irsc.gc.ca).

## Tasks

Task	Status	Task Completion Date
 <a href="#">Identify Participants</a>	Incomplete	
 <a href="#">Enter Proposal Information</a>	Incomplete	
 <a href="#">Attach Other Application Materials</a>	Incomplete	
 <a href="#">Apply to Priority Announcements/Funding Pools</a>	Incomplete	
 <a href="#">Download Supplemental Application Information</a>	Incomplete	
 <a href="#">Print/Upload Signature Pages</a>	Incomplete	
 <a href="#">Preview</a>	Incomplete	
 <a href="#">Consent and Submit</a>	Incomplete	

## Support

[Glossary of Funding Related Terms](#) 

[CIHR Application Administration Guide](#) 



# Link CCV to applications

- **Step 3:** Click on “Identify Participants” and “Edit” to enter your CCV number

Identify Participants  [Add Participants](#)

[Participant](#)

[PIN](#)

[Role](#) ▲

[Self-identification](#)

[Status](#)

[Actions](#)

Doenni, Vienna

██████████

Nominated Principal Applicant

Pending

[Incomplete](#)

 [Edit](#)

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Support

# Link CCV to applications

## Nominated Principal Applicant - Vienna Doenni

**\* Role (required)**

Nominated Principal Applicant

**\* Last Name (required)**

Doenni

**\* First Name (required)**

Vienna

**\* PIN (required)**

[REDACTED]

**\* CCV Confirmation Number (required)** ?



# Attention: For some applications (e.g., CIHR Fellowship) you will need to link your supervisor's CCV

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

Identify Participants  [Add Participants](#)

<a href="#">Participant</a>	<a href="#">PIN</a>	<a href="#">Role</a> ▲	<a href="#">Self-identification</a>	<a href="#">Status</a>	<a href="#">Actions</a>
Doenni, Vienna	██████████	Nominated Principal Applicant	Pending	<a href="#">Incomplete</a>	 <a href="#">Edit</a>

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Support



# Research Contributions (2 pages)

- 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);

# Base level competitive CV for a new-ish postdoc

- >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 inquiries 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](mailto: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	<b>September 5, 2025</b>	September 11, 2025
CIHR	August 28, 2025	September 9, 2025	<b>September 11, 2025</b>	September 17, 2025
NSERC	September 29, 2025	Same as agency submission	<b>October 10, 2025</b>	October 17, 2025

# Internal Review and Approvals Process

Submit the following two items to [fellowships@ucalgary.ca](mailto:fellowships@ucalgary.ca) by the internal deadline:

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

*\*CSM applicants: Send the form to [medgrant@ucalgary.ca](mailto:medgrant@ucalgary.ca) for CSM ADR approval.*

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

Take advantage of our wrap around CPRA support.

Message Jill Vandenbrand, Fellowship Development Coordinator,  
at [jillian.vandenbrand@ucalgary.ca](mailto:jillian.vandenbrand@ucalgary.ca) to connect.

# 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: [vdoenni@ucalgary.ca](mailto:vdoenni@ucalgary.ca)
- Fellowship Coordinator: [jillian.vandenbrand@ucalgary.ca](mailto:jillian.vandenbrand@ucalgary.ca)
- Administrative Support (e.g., RFAAs): [medgrant@ucalgary.ca](mailto:medgrant@ucalgary.ca)