

## GUIDELINES

### VCHRI Top Graduating Doctoral Student Award and Rising Star Award

The purpose of the Top Graduating Doctoral Student Award and the Rising Star Awards is to recognize outstanding trainee role models who demonstrate research excellence, foster research understanding through communications and contribute to the Vancouver Coastal Health Research Institute research culture and environment.

#### Award Amounts

As participation at scientific conferences is an important activity in the development of a research career, this competition will support VCHRI research trainees to present at a conference (oral or poster) with a travel award. The awards amounts are \$2000 for a Top Graduating Doctoral Student Award and \$1000 for a Rising Star award.

#### Eligibility

- Rising Star Award – applicants must be VCHRI trainees in a Master's or PhD program or a Postdoctoral Fellow whose supervisor is a VCHRI researcher.
- Top Graduating Doctoral Student Award – applicants must PhD candidates graduating or submitting thesis between January 1<sup>st</sup> and December 31<sup>st</sup> 2018; their supervisory must be a VCHRI researcher
- Your application *requires* 3 minute presentation of your work on February 28<sup>th</sup>, 2018. This presentation must be in lay language (details available at: <http://3mt.grad.ubc.ca/participate>)

#### Deadlines

- Two deadlines:
  1. Registration for a presentation timeslot must take place by 4pm on Wednesday February 14<sup>th</sup>, 2018
  2. Full Applications must be received by 4pm on Tuesday March 20<sup>th</sup>, 2018

#### Application process

1. **Register for a 3 minute presentation timeslot**
  - <https://www.vchri.ca/3mt-ubc-2018-vchrifaculty-medicine-heat>
2. **Present your work as a part of the VCHRI/UBC Faculty of Medicine 3MT® Heat on February 28th, 2018 (for more information - <http://3mt.grad.ubc.ca>)**
3. **Submit the following documents (detailed instructions at [www.vchri.ca/trainee-travelaward](http://www.vchri.ca/trainee-travelaward)):**
  - Application cover sheet
  - Maximum one-page abstract detailing your research project
  - Trainee CCV - <https://ccv-cvc.ca/>
4. **Submit the following letters of reference:**
  - Letter of nomination from research supervisor confirming that the thesis will be submitted by December 31, 2018 (For Top Graduating Doctoral Applicants only)
  - Three letters of reference detailing not only the student's research accomplishments, but also their mentorship or other activities that contribute to the research environment of their group (in sealed envelopes or sent directly from VCH or UBC email address):
    - Letter of reference from current supervisor, may be combined with letter of nomination (must be stated that they are combined in the letter)
    - Letter of reference from a faculty member (not current supervisor)
    - Letter of reference from peer (current or past trainee colleague)

## Evaluation Criteria

Proposals will be reviewed by a multidisciplinary selection committee. The selection committee discussion will generally be on the following:

### Applicant

- Review letters of reference for critical thinking, independence, perseverance, originality, organizational skills, interest in discovery, research ability, leadership
- Review the candidate's contribution to the research environment and knowledge translation activities. Examples of activities include: organizing scientific meetings, journal clubs, trainee events, participating in public communication events, and mentorship of other trainees

### Research

- Recognitions: review CV information on presentations, research prizes and other indicators of the candidate's research productivity
- Publications: review CV information on the list of articles and other publications produced by the candidate. Publication activity of the candidate will be reviewed in consideration of expectations of someone with their academic experience

## Eligible expenses (original receipts must be provided, including boarding passes)

- Air (economy fare) and ground transportation to conference site
- Accommodation
- Conference registration
- Cost of printing conference poster presentation (if applicable)
- Meals:
  - For meals you can either claim a per diem OR submit receipts for each meal (between your departure and return times) that is NOT provided through the conference fee, up to the maximums below. You may NOT claim a mixture of per diem and submit receipts for meals during the duration of your trip.

Breakfast \$12

Lunch \$15

Dinner \$25

**Total = \$52 / day**

Note: the per diem reimbursement level is based on the VCH travel expenses policy.

## Contact Information

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