



BC NEIHR Research Experience Award Overview and Instructions

Duration and Value: \$5,000 (short-term, non-renewable). Rolling, no deadline.

Objective:

To support Indigenous (First Nations, Métis or Inuit) graduate students studying in British Columbia (BC), who are pursuing Indigenous wellness-related research and seeking to gain additional research-related experience.

Eligibility:

This funding program is rolling (no deadline) and the BC NEIHR awards up to two (2) Research Experience Awards per year. If interested in applying, please reach out to the Network Coordinator (bcneih@uvic.ca) to confirm the availability of the award.

This award is intended to support Indigenous graduate students in BC who have partnered with an Indigenous community, collective or organization (ICCO) to engage in a wellness-related research project that is mutually beneficial. Partnerships can form in response to a placement advertised by BC NEIHR or can be a pre-existing relationship. Applicants must be studying in and conducting research in British Columbia institution. Applicants must also have an academic mentor at an CIHR BC-based eligible institution for funds to be transferred.

To be eligible, the applicant must:

- Provide proof of Indigenous (First Nations, Métis or Inuit) ancestry, specifically, a photocopy of either a status, citizenship, membership, registration, or enrolment card (refer to FAQs on website for examples).
- Complete a BC NEIHR Registration Survey, if not already a member (visit www.uvic.ca/bcneih or email Network Coordinator bcneih@uvic.ca for a BC NEIHR Registration Survey)
- Provide proof of Canadian Indigenous ancestry, specifically, a photocopy of either a status, citizenship, membership, registration, or enrolment card (refer to FAQs on

website for examples).

- Be a Canadian citizen or a permanent resident of Canada.
- Submit only one application to the BC NEIHR Research Experience Award program.

General Application Process:

- Applications must be prepared, finalized and submitted as one PDF file and emailed to bcneihr@uvic.ca. See Application Checklist on Application Form to ensure completeness of your application.
- Any information that exceeds the page/character limits, or is not required, will be removed from the application prior to peer review.
- Applicants should preview all components of their application to ensure its completeness.
- Submission of an application serves as consent to the peer review process and public announcement of recipients on the BC NEIHR website.
- Documents (e.g. proposal) should use either Arial, Calibri or Times New Roman 12 point. Maximum of six lines per inch, margin of 2 cm (3/4 inch) – minimum- around the page.
- Do not use condensed/narrow font sizes, type density, or line spacing. Smaller text in tables, charts, figures, graphs, and references is acceptable, as long as it is legible when the page is viewed at 100%.

If you have questions and/or need help with your application, please contact us by email at bcneihr@uvic.ca.

Use of Funds Report:

Proposed activities to support the graduate student's mentorship needs must be eligible. Research Experience Awards can be used for self-funding students' time, while working on a wellness-related research project initiated by and of interest to an Indigenous community, collective or organization (ICCO). The research experience can be undertaken at any time during one year of their program and may involve engagement on-site (e.g. assisting with a community-level KT event, land-based research activity or community research engagement meeting/s) or by distance (e.g. environmental scan or literature review for a proposal), under the supervision of their academic mentor.

It is expected that an academic and/or community or organizational mentor will guide each mentee through this experience.

Complete the BC NEIHR Research Experience Award Application Form:

To complete the 2-page fillable PDF Application Form, please visit website: www.uvic.ca/bcneihr to download the form or email the Network Coordinator bcneihr@uvic.ca.

The form will collect information about your discipline, research proposal and community/geographic region, which helps to assign applications to appropriate reviewers.

Letters of Support:

All Research Experience Award applications must include two (2) Letters of Support:

- A letter of support from a representative from the Indigenous community, collective organization (ICCO) to demonstrate that a partnership exists. For the ICCO, please refer to the letter template provided (max. 1 page).
- A letter from their current supervisor that emphasizes the applicant's potential for success (e.g., academic excellence and interpersonal/personal characteristics) and overall potential of the research experience, including significance and impact for Indigenous people health and wellness (max. 1 page).

Note:

BC NEIHR will regularly canvas our ICCO mentors and partners for priority wellness-related issues for which they require the type of assistance a mentee might offer. These opportunities will be advertised through BC NEIHR's listserv, newsletter and website. Students applying for more than one BC NEIHR funding opportunity must submit separate application packages with proposals that clearly differentiate between the submissions. Identical proposals will not be considered for more than one funding opportunity; nor will previously funded proposals be considered.

Research Experiences will be reviewed on a rolling basis, pending opportunities available for placements within organizations. Any student who has a pre-established relationship with an ICCO is eligible to submit an application with their organizational partner at any time.

Up-to-date Unofficial Transcripts:

Include in your application unofficial copies of all post-secondary transcripts. If you are a successful recipient, official transcripts for your current program will be required to receive your funds. Official transcripts are defined as transcripts issued by the institution's registrar office. If awarded, you will be required to order your most recent official transcript for pick up or by mail, and then scan them. The official transcript is not mailed directly to the BC NEIHR. The transcript must be emailed to bcneir@uvic.ca.

Proposed Research/Activity Statement:

Include a one-page maximum statement that includes the key components: positionality statement (who you are and your community), and describes your research work to date (e.g., where you are in your research). Outline the proposed research/activities with the ICCO and describe how they will benefit your studies and career trajectory as well as how they advance the health and wellness of Indigenous Peoples.

Complete a CV:

A CV is required as it provides important information to reviewers for the adjudication of each application. Below are some key fields to include in your CV.

a. Education/Degrees

- All degrees (Bachelor, Masters and/or Doctoral) should be recorded in the CV whether they are complete or in progress. In addition, the following information should be included for eligibility purposes:
 - Degree Type
 - Degree Name

- Specialization
- Institution
- Degree Status
- Degree Start Date (YYYY/MM)
- Degree Received Date/Degree Expected Date (YYYY/MM)
- Supervisor

b. *Recognitions*

- Indicate any recognition received, including honors, distinctions, prizes, awards (monetary or not, declined, etc.) and citations. You should indicate from which channel the recognition was obtained (competitive process or not), and from which source (Federal, Provincial, Non-profit, etc.) If recognition was declined, it should also be indicated.

c. *Employment, including Leaves of Absence and Impact on Research*

- All relevant employment should be included.
- Any special considerations that have had an effect on academic performance or productivity should be included. They may include considerations that may have resulted in delays in your program or research activities, such as health problems, family, community or cultural responsibilities, disabilities, or other circumstances. Any gaps in the chronology of your experience should be explained.

d. *Research Funding History*

- Include research funding entries whereby you were formally recorded as co-applicant, co-investigator, co-knowledge user, collaborator, decision maker, policy maker, principal applicant, principal investigator or principal knowledge user.
- Do not duplicate information included elsewhere in the CV (e.g. CIHR Doctoral awards or any other type of federal or non-federal awards should be listed in Recognitions and not in this section).

e. *Activities*

- Activities and contributions should include both academic and non-academic achievements as well as their impact.

f. *Contributions*

- Presentations
 - Community or organizational presentations (date, location, name of event, name of your presentation, co-presenter's names).
 - Conference poster presentations should be listed. If the abstract was published in a conference journal, it should be listed under sub-section entitled "Conference Publications" under Publication section.
- Publications
 - Include publications that have been accepted or are in press. Do not include publications in preparation or submitted.
 - Other Contributions – include any other oral, written or visual activities or materials produced. Service– local, regional, national and international community, organizational, government or institutional.
 - Intellectual Property

e. *Other Relevant Factors (note: this section can be narrative based)*

- Examples include, but are not limited to, expertise, community-based experience and responsibilities, lived and/or living experience(s), or leadership activities and skills.

Selection Process:

BC NEIHR's principles of review are:

- confidentiality;
- absence of conflict of interest;
- fairness;
- accountability; and,
- transparency.

Review refers to the process used by BC NEIHR to assess applications submitted for funding. Applications are assigned to BC NEIHR Team Members who possess the required experience and/or knowledge (individual or collective) to properly assess the quality of the applications based on the objectives of the funding opportunity and its evaluation criteria. BC NEIHR's review process is supported by academic reviewers, as well as non-academic reviewers, including Indigenous organizations and community-based representatives.

Review Criteria:

Applications will be assessed on the basis of:

- Applicant's Potential
 - Research potential (e.g. research experience, community-based engagement, leadership experience, project management, volunteerism/community outreach, etc.).
 - Research or work-related experience in Indigenous health and wellness.
 - Academic excellence (as demonstrated by past academic results, transcripts, awards and distinctions, CV).
 - Positionality is clearly articulated and described in research/activity statement.
 - Letters of Support.
- Proposed Research/Activity Statement
 - The research activities (goal/objective, methods, data collection, community engagement, etc.) you intend to conduct and their impact.
- Training Expectations
 - Applicants should describe:
 - How the expected activities/training will contribute to their productivity and to the research goals they hope to achieve.
 - How their expected training has fostered impacts within and beyond the research environment.

Note: Consideration will be given to regional, cultural and disciplinary representation. Research will ideally be initiated by an Indigenous community, collective or organization (not sought out by the student or their supervisor).

Accountability:

On condition of receiving the Research Experience Award, recipients will be expected to meet specific accountability measures, including:

- Engaging with the proposed plan and timeline outlined in their application.
- Actively participating in and/or contributing to the BC NEIHR activities and resources.
- Commit to actively supporting and mentoring peers and students affiliated with BC NEIHR.
- Contributing to the BC NEIHR evaluation activities by completing a brief survey or other evaluation activities about the experience.
- Attending the annual GIHR to present work and speak about participation in this opportunity.
- Acknowledging the BC NEIHR in any publication or presentation related to the research project.

Use and disclosure of information:

The BC NEIHR may publish the name and other limited award information of award holders on their website.

For more information:

Contact by email bcneihr@uvic.ca.

You may also visit the BC NEIHR website for more information and/or social media pages for frequent updates on other student opportunities and resources.

Website: www.uvic.ca/bcneihr

The BC NEIHR scholarship and fellowship programs are generously supported by CIHR and our partners Michael Smith Health Research BC, Provincial Health Services Authority, Simon Fraser University and University of Victoria.

