

DEC. 2013 CIHR NEW INVESTIGATOR SALARY AWARD COMPETITION

FoM GRANT SUBMISSION REQUIREMENTS & DEADLINES

Please confirm your eligibility as per: <http://med.ubc.ca/research/grant-applications/salary-awards/>.

Faculty of Medicine (FoM) GRANT DEVELOPMENT (GD) provides assistance with organization, writing, and presentation of grant applications.

Note: Mandatory SPARC Internal Review (IR) requirements will be waived for this competition only.

SPECIFIC GRANT DEVELOPMENT REQUIREMENTS

- 1) Register for GD and submit finalized & signed Appendix 2A by October 7, 2013.
- 2) Submit well-developed versions of ALL of the required application material detailed in the second box below by October 21, 2013.

*If you fail to meet these requirements, you may be **ineligible** to receive GD. The onus is on the Principal Investigator to register and submit the required documents by the deadlines outlined below.*

OCTOBER 7, 2013 – GD REGISTRATION & APPENDIX 2A

- Register for GD (GD MANDATORY for SALARY AWARDS) by sending an email to Elizabeth Cheu: elizabeth.cheu@ubc.ca.
- Include finalized and signed Appendix 2A as a PDF attachment in email.
- Department Head (and Centre Director, if applicable) should sign one or all parts of Appendix 2A
- Follow CIHR requirements and deadlines, available [here](#).

OCTOBER 21, 2013 – SUBMIT APPLICATION MATERIAL

- Submit ALL of the following application materials for GD
 - Summary of Research Proposal: 1 full page (MS Word format)
 - Summary of Progress: 1 full page (MS Word format)
 - 5-Year Research Plan: 5 full pages (MS Word format)
 - Dean's Letter (MS Word format)
 - CIHR Reviews (re-submissions only)
 - Response to Previous Reviews (re-submissions only): 2 full pages

NOVEMBER 25, 2013 – SUBMIT APPLICATION PACKAGE

- Review FoM requirements: <http://med.ubc.ca/research/grant-applications/cihr/new-investigator/>.
- Ensure you have ALL necessary documentation (for questions, contact Bryan Wong: bryan.wong@ubc.ca); re-check agency guidelines.
- Submit required documents to FoM for signatures (3-business days turnaround time).
- FoM will take application package to ORS (1-business day turnaround time).
- Pick up approved CIHR institution signature page and signed Dean's letter from ORS and upload to ResearchNet.
- Submit application on ResearchNet by 5pm PST on December 2, 2013.