
2023 Canadian Lung Association: Fellowship and Studentship Awards

Contents

Introduction.....	1
Deadlines	1
About the Lung Association Research Awards Program	2
Eligibility	2
Award Value	3
Instructions for Submitting a Fellowship or Studentship Application.....	4
Review Process.....	5
General Conditions of Fellowship and Studentship Awards	6
Financial Administration.....	7
Completion of Award.....	7
Knowledge Translation.....	8

Introduction

The Canadian Lung Association is pleased to launch the request for applications for the 2023 *Canadian Lung Association: Fellowship and Studentship Awards*.

The Studentship competition is open to PhD or MD trainees in the first 3 years of their program and who are conducting respiratory research at a Canadian University. The project must align with the Lung Association mandate and the objective identified for this competition.

The Fellowship competition is open to Post-Doctoral or MD Fellows who are conducting respiratory research at a Canadian University, whose project aligns with the Lung Association mandate, and the objective identified for this competition.

Deadlines

- Registration deadline: **April 5, 2023**
- Application deadline: **April 26, 2023**

All forms are available from the Lung Association website: www.lung.ca/lung-research/apply-funding

About the Lung Association Research Awards Program

The research awards program of the Lung Association was established in 1959. It is financed through generous donations to the Canadian Lung Association.

The objective of the *Canadian Lung Association: Fellowship and Studentship* awards is to build Canadian research capacity that contributes to the field of respiratory health in Canada. Funding may support individuals completing research related to basic, clinical, or translational studies using quantitative or qualitative methodologies.

A Review Committee reviews the *Canadian Lung Association: Fellowship and Studentship* applications for merit. All applications are reviewed by at least two reviewers. The reviewers rank the applications according to:

- a) The quality of the applicant (academic record, research experience and potential, and documented publication(s)).
- b) The quality of the research project.
- c) The research environment, including the supervisor.
- d) The potential for the training to contribute to career development of the applicant.

The application that receives highest ranking and supports the mission of the Lung Association is given funding priority. Therefore, it is important that all required details are communicated as clearly as possible to facilitate the review process.

It is anticipated that two (2) Studentships and one (1) Fellowship will be awarded. Additional studentships and fellowships may be supported by external partners. The total number of additional awards are subject to the financial commitment of these agencies. The awards are administered by the Lung Association.

Eligibility

The award is open to Canadian citizens, permanent residents of Canada, protected persons within the meaning of subsection 95(2) of the *Immigrant and Refugee Protection Act (Canada)*, or international students with valid study permit. These awards must be held at a Canadian institution.

To be eligible for a *Canadian Lung Association: Fellowship or Studentship Award*, the applicant must meet the following criteria:

1. Pursuing a research study with respiratory health as the major focus.
2. **Studentship applicants** - should be enrolled or accepted in a graduate (thesis based) program at the Doctoral level at a Canadian academic institution. Candidates are only eligible to apply for the Studentship award in the first three (3) years of doctoral their studies. Time spent in an MSc program is not included in the eligibility calculation.
3. **Fellowship applicants** - will have completed an MD or a PhD and will be supervised during their fellowship by a faculty member at an accredited Canadian academic

institution. Only under special circumstances, an applicant may pursue a fellowship in another country; however, the applicant must justify why they could not find the same kind of training in Canada and they must have plans to pursue a career in research in Canada.

4. Individuals or supervisors who currently hold or have held and/or are being supervised by individuals holding or have held funding, directly or indirectly, from tobacco, vaping, and/or cannabis industry are not eligible.

Award Value

Award	Maximum CLA Contribution	Matching funds from Supervisor	Maximum Annual Stipend / Salary
Fellowship Applicants with MD, licensed in Canada	\$33,000 (60%)	\$22,000 (40%)	\$55,000
Fellowship Applicants with MD, not licensed in Canada	\$27,000 (60%)	\$18,000 (40%)	\$45,000
Fellowship Applicants with a PhD	\$27,000 (60%)	\$18,000 (40%)	\$45,000
Studentship award (PhD or MD students in Years 1-3 of a program)	\$10,500 (50%)	\$10,500 (50%)	\$21,000

The annual stipend for a Fellowship award is based on a 60:40 match formula between the Lung Association and the trainee’s supervisor. The matching funds can include funding from the supervisor, the host institution, and/or a research partner, including a Provincial Lung Association. The Fellowship award is valued at \$45,000 or \$55,000 annually for a maximum of one (1) year in which the Lung Association will contribute either \$27,000 or \$33,000 (60%) annually (see criteria in table above). The applicant’s supervisor, department, host institution, and/or a partner agency is required provide written confirmation of the remaining funding - \$18,000 or \$22,000 (40%) annually for one (1) year. (see criteria in the table above) Funds from the Lung Association will not be released until formal confirmation of matching funding is received from the trainee’s supervisor.

The annual stipend for a Studentship Award is based on a 50:50 match formula between the Lung Association and the trainee’s supervisor. The matching funds can include funding from the supervisor, the host institution, and/or a research partner, including a Provincial Lung Association. The Studentship award is valued at \$21,000 per year for a maximum of one (1) year in which the Lung Association will contribute \$10,500 (50%) annually and the applicant’s supervisor, department, host institution, and/or a partner agency is required to contribute the remaining funding \$10,500 (50%) annually for the length of term for the award. Funds from the Lung

Association will not be released until formal confirmation of matching funding is received from the supervisor. The Studentship award is only for PhD or MD students in their first three (3) years of a doctoral program.

If an awardee holds other salary awards or stipends at the same time as the *Canadian Lung Association: Fellowship or Studentship* award, the value of the *Canadian Lung Association: Fellowship or Studentship* will be reduced commensurate with the total value of other awards during the period of overlap. The Fellowship recipient will have a maximum combined annual salary of \$45,000 or \$55,000 (depending on PhD or licensed MD, respectively) including other awards. The Studentship recipient will have a maximum combined annual stipend of \$21,000 including all other awards.

Funds may not be matched by funds from tobacco, vaping, and/or cannabis industry and/or supervisors holding or having held funding, directly or indirectly from tobacco, vaping, and/or the cannabis industry.

Instructions for Submitting a Fellowship or Studentship Application

The forms may be downloaded from the Lung Association website: www.lung.ca/lung-research/apply-funding

1. Applicants must register at <https://www.surveymonkey.com/r/2023TraineeAwards> by **April 5, 2023 by 16:00 EDT**. Applicants are required to provide their name, email, the names of their supervisor(s) and referees, institution, the project title, keywords, and the registration form. The registration form must be save using the format **Studentship_LastName_Registration.pdf** or **Fellowship_LastName_Registration.pdf**. The Lung Association will confirm receipt of your registration via e-mail on **April 6th, 2023**.
2. Upload one (1) electronic copy of the application form to: <https://www.surveymonkey.com/r/2023TraineeAwards> by **April 26, 2023 by 16:00 EDT**. The electronic file must include a completed copy of the application form with signatures and all the relevant documents (excluding Referee Forms, which will be sent in separately by the referee). File must be save using the format **Studentship_LastName_Application.pdf** or **Fellowship_LastName_Application.pdf**. The Lung Association will confirm receipt of your application via e-mail on **April 27th 2023**. Do not use additional pages except where indicated.
3. Applications must use 12-point Times New Roman font, 1.9cm (0.75") margins, with single line spacing. Changing page margins, table size, or using a condensed font will result in the application being rejected during the administrative review.
4. All sections must be as clear and concise as possible.
5. Copies of any publications are not required.
6. Up-to-date official transcripts or certified true copies of transcripts for all post-secondary education, including undergraduate, are required for PhD studentship applicants only.

Photographs or screenshots of web transcripts are not allowed. Transcripts can either be forwarded as a .PDF directly to [The Lung Association](https://www.lung.ca) or included with the application submission in the appendices. Transcripts that are sent directly from the educational institution must be sent to research@lung.ca.

7. A completed statement from the applicant's supervisor that provides an overview of the research and academic training environment. Please give details on resources, programs, technologies, etc. that will be made available to the candidate, and on specific knowledge and skills to be acquired.
8. Referee Assessment Forms are required in place of reference letters. **Reference letters will not be accepted.** Request only two referees to complete the Referee Assessment form. One referee assessment must be from the current supervisor. The other assessment must come from a previous supervisor but who will not be involved in the applicant's proposed research program. The completed forms are not to be included with the submission but emailed directly by the referees to the Lung Association (research@lung.ca).
9. An explanation listing the period and reason for any interruption in pursuit of the candidate career either in or subsequent to training, if applicable.
10. A complete copy of the supervisor's (and co-supervisor's, if applicable) CV using the CIHR Academic Common CV form. Failure to comply or the submission of an incomplete CV Module will result in the application being rejected. For international investigators, an NIH-biosketch may be substituted for an Academic CCV.
11. A letter from the applicant's supervisor, department, host institution, and/or a partner agency confirming the value and source of matching funds.
12. Complete the application form, filling all the requested information and obtaining all required signatures.

It is your responsibility to ensure that academic transcripts and Referee Assessment Forms are received by the Lung Association via research@lung.ca from the 2 referees by April 26, 2023 by 16:00 EDT.

Review Process

Applications will be received at the Lung Association and screened by administrative personnel for completion and relevancy. The Review Committee will review all applications and supporting materials. Once the review committee makes its funding recommendations, funding announcements are anticipated to be made in August. A letter of notification including rationale for the decision regarding funding is sent to all applicants and their supervisors via email.

General Conditions of Fellowship and Studentship Awards

The following general conditions apply to fellowships and studentship awards awarded by the Lung Association.

1. The award term begins September 1, 2023 and ends on August 31, 2024. Awards must start no later than December 1, 2023.
2. The Lung Association (and any partners) assumes no responsibility for accidents, illness, or claims arising out of studies, work, or other activities undertaken with financial support provided by the Lung Association.
3. Funds from the Lung Association (and any partners) are a salary or living stipend and are not to be used to pay for benefits, journal subscriptions, membership fees in scientific societies, travel expenses not specified in the approved budget, or to employ technicians, graduate students or others related to the applicant.
4. The Lung Association supports only the direct costs of research. No funding is to be used for indirect costs of research including but not limited to general operation and maintenance of facilities (from laboratories to libraries), the management of the research process (from grant management to commercialization), regulation and safety compliance (including human ethics, animal care and environmental assessment).
5. Any commitments (or expenditures) incurred by an award recipient either in excess of the current training funds or beyond the term of the training award are the responsibility of the recipient.
6. A 1-year, no cost extension may be allowed for leaves of absence for personal or medical reason upon written request to research@lung.ca prior to the leave being taken.
7. The award recipient (or the institution on the awardee's behalf) shall, if the need arises, immediately notify the Lung Association (and partners) in writing of the awardee's inability, for any reason, to continue in the educational program for which support was awarded.
8. Copyright of all publications belongs to the author(s). However, in **any publication arising from the Studentship or Fellowship award are to include an acknowledgment of award received as follows:**
 - ***Canadian Lung Association: Studentship Award; or,***
 - ***Canadian Lung Association: Fellowship Award***
9. Normally awards support studies in a program at specific Canadian institutions with concurrence of the institution's executive head. Transfers to another institution are not normally permitted during the course of funding.
10. Applicants and Supervisors may not currently hold or have previously held funding, directly or indirectly from tobacco, vaping, and/or cannabis industry.
11. The Lung Association provided payments in two installments. The first half will be provided at the funding start date and the second payment is contingent upon an

adequate progress demonstrated in a 6-month progress report submitted by the awardee. The report will be reviewed to determine whether sufficient progress has been made. If adequate progress has not been made, the second Lung Association payment will not be released. A financial statement by the recipient institution's Financial Officer and final progress report by the awardee are required at the end of the funding period.

12. All applications involving human/animal investigation must be accompanied by a letter of approval from the ethics committee of the university and, if applicable, other institution(s) in which the work is to be undertaken. If the ethics approval is not available at the time of submission, it must be sent to the Manager, National Research Programs at the Lung Association as soon as it is received. The second payment will be sent until this letter of approval has been received at Lung Association.

Financial Administration

While the Lung Association always endeavours to fulfill our research funding commitments, as a charity, our research funding is contingent on the generosity of donors.

1. The value of the Lung Association Fellowship or Studentship will be reduced if the recipient holds another salary or stipend award during the award term.
2. Awards are for twelve (12) calendar months from the date stated in the letter of offer or as otherwise agreed. Release of the second payment will be made only once a satisfactory progress report and ethics approval has been received by the Lung Association.
3. If the award is accepted funds, will be disbursed by the Lung Association. The first installment will be paid out in September 2023. Upon receipt of a satisfactory progress report in February, the second installment will be paid out in March of the first year of funding.
4. The Financial Officer at the University will receive and administer the award funds. Include the correct name and address of the Financial Officer responsible for administering the award.
5. The Lung Association reserve the right to terminate further payments and request a refund of the award in the event that the recipient fails to fulfill the conditions specified.
6. In the event of termination of research training and/or graduate study or change in awardee status during the award period, you must immediately notify the Lung Association in writing. Unspent funds in the award account must be refunded to the Lung Association. The recipient must contact the University Financial Officer and request that the funds be reimbursed.

Completion of Award

The Lung Association requires a final report at the end of the funding period. A final report template will be provided. The report should include a description of contributions to respiratory health and your future commitment to the field. The awardee will also need to

provide a brief summary of any course work or study carried out that relates to respiratory health, detailing results and implications. A list of relevant publications and presentations should be appended. The Financial Officer administering the award must submit a financial report upon completion of the award.

Knowledge Translation

1. The successful applicant, their field of study and some content of the lay abstract, progress or final reports to The Lung Association will be made public. Successful applicants are expected to facilitate knowledge translation in their field of expertise through presentations at conferences and/or workshops, including, where feasible, conferences/workshops sponsored by the Lung Association.
2. Successful applicants will be highlighted in the National Funding Report posted on The Lung Association website under the Research section.
3. Publication of the research in a suitable, refereed professional journal, as soon as possible after completion of the study, is encouraged. Please notify the Manager, National Research Programs of such publications. Acknowledgement of Lung Association support is required in all publications or presentations.
4. Successful applicants may be requested to complete a survey (Fellowship/Grant Funding Impact Form) at three (3) and six (6) years following receipt of funding support. This information will be used to develop reports on the impact of The Lung Association's National Research Program for the Lung Association's Board of Directors and the public.

CIHR Definition of Knowledge Translation:

- making users aware of knowledge and facilitating their use of it to improve health and health care systems
- closing the gap between what we know and what we do (reducing the know-do gap)
- moving knowledge into action