

**2024 Canadian Lung Association: Allied Health Fellowship Award**

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**Introduction**

The Canadian Lung Association (CLA) is pleased to launch the request for applications for *2024 Canadian Lung Association Allied Health Fellowship award*.

The awards are open to graduate students conducting respiratory research that aligns with the Canadian Lung Association mandate. Applicants must be respiratory health professional from a recognized clinically- based discipline (e.g., registered nurse, nurse practitioner; physiotherapist; respiratory therapist; pharmacist; cardio- pulmonary technologist; polysomnographic technologist; kinesiologist; dietician; occupational therapist; social worker; or psychologist) and a graduate study at the Masters or Doctoral level. **MDs are not eligible for the Canadian Lung Association Allied Health Fellowship Award.**

**Deadlines**

Registration deadline: **March 6, 2024 at 16:00 EST**

Application deadline: **April 3, 2024 at 16:00 EST**

The forms may be downloaded from the Canadian Lung Association website: <https://www.lung.ca/2024-research-grants-awards>

## About the Canadian Lung Association Allied Health Fellowship Award

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

The objective of the *Canadian Lung Association: Allied Health Fellowship award* is to promote research thesis-based graduate study in any area of lung health that contributes to the field of respiratory health in Canada. Fellowship studies should include research related to an applied or clinical question using quantitative or qualitative methodologies. The study may include a basic science component, but the primary research questions must be applied or clinically focused. The application will be reviewed in detail by at least two reviewers. The reviewers rank the applications according to:

- a) Applicant's potential for successful program completion.
- b) Strength of postgraduate program and research project.
- c) Applicant's leadership and commitment to respiratory care area and professional development.

The application that receives the highest score by the review committee and who supports the mission of the Canadian Lung Association is given funding priority. Therefore, it is important that all required details are provided to facilitate the review process.

**It is anticipated that one (1) Fellowship will be awarded.** Additional fellowships may be supported by external partners. The total number of additional awards are subject to the financial commitment of these agencies. The award is administered by the Canadian 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. This award must be held at a Canadian institution.

To be eligible for a *Canadian Lung Association: Allied Health Fellowship Award* the applicant must be:

1. A respiratory health professional from a recognized clinically based discipline (e.g., registered nurse, nurse practitioner; physiotherapist; respiratory therapist; pharmacist; cardio-pulmonary technologist; polysomnographic technologist; kinesiologist; dietician; occupational therapist; social worker; or psychologist) (**MDs are not eligible for Canadian Lung Association Allied Health Fellowship**);
2. Applicants must be enrolled in a graduate (thesis based) program at the Masters or Doctoral level during the funding period (September 2024 – August 2025). Individuals who have applied to a graduate program but have not received acceptance may apply for a Fellowship. The award, however, will be conditional on acceptance into the program;
3. Pursuing a research study with respiratory health as the major focus;

- Individuals who currently hold and/or are being supervised by individuals holding funding from the tobacco and/or cannabis industries are not eligible;

## Award Value

Award	CLA Portion	Matching funds from Supervisor	Maximum Award Value
Fellowship Applicant (Full time)	\$5,000	\$5,000	\$10,000
Fellowship Applicant (Part time)	\$2,500	\$2,500	\$5,000

Full- and part-time status is defined by the registration status at the university.

The annual stipend for a Fellowship award is based on a 50:50 match formula between the Canadian 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. For full-time students the Allied Health Fellowship award is valued at \$10,000 for one (1) year. For part-time students the Fellowship award is valued at \$5,000 for one (1) year. The applicant's supervisor, department, host institution, and/or a partner agency is required to provide written confirmation of the remaining funding - \$5,000 or \$2,500 respectively (see criteria in the table above) for one (1) year. Funds from the Canadian Lung Association will not be released until formal confirmation of matching funding is received from the trainee's supervisor.

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 Application

The forms may be downloaded from the Canadian Lung Association website: <https://www.lung.ca/2024-research-grants-awards>

- Provide registration details and upload one (1) PDF copy of the abstract to [https://www.surveymonkey.com/r/AHFellowship\\_Reg](https://www.surveymonkey.com/r/AHFellowship_Reg) by **March 6, 2024**. The Canadian Lung Association will confirm receipt of your registration via e-mail on March 7, 2024.
- The maximum length of the abstract is 1 page, 12-point Times New Roman font, single line spacing, with 1.9cm (0.75") margins. Changing page margins, table size, or using a condensed font will result in the application being rejected during the administrative review. File must be save using the format **AHF\_LastName\_Registration.pdf**. The maximum file size is 10Mb.
- Upload one (1) PDF copy of the application to [https://www.surveymonkey.com/r/AHFellowship\\_App](https://www.surveymonkey.com/r/AHFellowship_App) by **April 3, 2024 at 16:00 EST**.

File must be save using the format **AHF\_LastName\_Application.pdf**. The electronic copy 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). The Canadian Lung Association will confirm receipt of your application via e-mail on April 4, 2024.

4. Do not use additional pages except where indicated. Keep the application as clear and concise as possible. Note that copies of your publications are not required.
5. Applicants are expected to include within the body of their application, and not in the appendices, all essential information required to permit assessment of the application. Additional information, such as academic transcripts, are to be included in the appendices.
6. Up-to-date official transcripts or certified true copies of transcripts for all post-secondary education, including undergraduate, are required. Photographs or screenshots of web transcripts are not allowed. Transcripts can either be forwarded as a .PDF directly to The Canadian Lung Association 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](mailto:research@lung.ca).
7. A completed statement from the proposed 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. Request only two referees to complete the Referee Assessment form. **Reference letters will not be accepted.** One referee will be your current supervisor. Your other referee should either be an academic referee, a recent, or current employer. Under no circumstances may a referee be a family member. Select your referees with care and have them represent what each knows best of your scholarly, research and clinical abilities, and pertinent personal characteristics. The completed forms are not to be included with the submission but emailed directly by the referees to the Canadian Lung Association ([research@lung.ca](mailto: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 Canadian Lung Association via [research@lung.ca](mailto:research@lung.ca) from the 2 referees by April 4, 2024 by 16:00 EDT.**

## **Review Process**

Applications will be received at the Canadian 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 via email.

## **General Conditions of Fellowship Award**

The following general conditions apply to fellowship awards awarded by The Canadian Lung Association.

1. All applications involving human or animal investigations must be accompanied by a letter of approval from the ethics committee of the university or other institution(s) where the work is to be undertaken. If the ethics approval is not available at the time of submission, it must be sent to the Canadian Lung Association as soon as possible. The second installment will not be made available until this letter of approval has been received at the Canadian Lung Association.
2. The Canadian 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 Canadian Lung Association.
3. Copyright of all publications belongs to the author(s). However, in **any publication arising from the Allied Health Fellowship award are to include an acknowledgment of award received as follows:**
  - ***Canadian Lung Association: Allied Health Fellowship Award***
4. It is understood that the name of the successful applicant, his/her field of study and some content of the lay abstract, progress and final reports to The Canadian Lung Association may 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 Canadian Lung Association.
5. The 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.
6. An applicant may apply for both an Allied Health Fellowship award, Canadian Lung Association Studentship Award, or Allied Health research operating grant in the same competition providing the applicant meets the eligibility requirements of each competition.

## Financial Administration

1. The recipient of a Canadian Lung Association: Allied Health Fellowship Award is permitted to receive funding from other sources. Please inform the Manager, National Research Programs of other amounts received as soon as you know.
2. The award term begins September 1, 2024 and ends on August 31, 2025. Awards must start no later than December 1, 2024.
3. Funds from the Canadian 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 Canadian 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. The Financial Officer of the supervisor's University will receive the cheque. Please include the name and address of the Financial Officer responsible for administering the award in the application.
6. Payments will be made in two instalments in September and March (unless otherwise agreed upon). A progress report and copy of institutional ethics approval must be submitted in February 2024 before the second instalment is paid. The report will be reviewed to determine whether sufficient progress has been made. If adequate progress has not been made, the second instalment will not be released. A financial statement by the Financial Officer and final report by the awardee are required at the end of the funding period.
7. The Canadian Lung Association reserves 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.
8. The award recipient (or the institution on his/her behalf) shall, if the need arises, immediately notify The Canadian Lung Association in writing of his/her inability, for any reason, to continue in the educational program for which support was awarded.
9. In the event of termination of research training and/or graduate study during the award period, the recipient must immediately notify The Canadian Lung Association in writing. Unspent funds in the fellowship account must be refunded to Lung Association. The recipient must contact the University Financial Officer and request that the funds be reimbursed.
10. 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.
11. 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](mailto:research@lung.ca) prior to the leave being taken.

## Completion of Award

The Canadian Lung Association requires a final report upon completion of the award. A final report template will be provided. The report should include a description of contributions to respiratory health and the future commitment to the field. Please 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. Successful applicants will be highlighted in the National Funding Report posted on The Canadian Lung Association website under the Research section.
2. Publication of the research in a peer-reviewed indexed journal is strongly encouraged. Please notify the Manager, National Research Programs of such publications. Acknowledgement of The Canadian Lung Association support is required in all publications or presentations.
3. 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 Canadian Lung Association's National Research Program for the Canadian Lung Association's Board of Directors and the public.