**Postdoctoral Fellowship Program**

|  |  |
| --- | --- |
| **Value** | Each fellowship is 60,000 CAD (+benefits) per year  |
| **Duration** | Up to 2 years (non-renewable) |
| **Number of fellowships**  | Up to 8 fellowships will be awarded in this round |
| **Timelines** | * Competition launch:September 2018
* Application deadline:January 10, 2019, 5:00 pm EST
* Results announcement: March 2019
* Award start: as early as March 1, 2019 and no later than October 1, 2019
 |

**What is the objective of this program?**

The Healthy Brains for Healthy Lives (HBHL) initiative is a high profile, high priority multidisciplinary and cross-sectoral program located at McGill University made possible with support from the Canada First Research Excellence Fund (CFREF). HBHL’s Postdoctoral Fellowships Program aims to recruit top postdoctoral fellows from across disciplines and around the world to participate in interdisciplinary and cross-sectoral research training opportunities related to brain and mental health research, knowledge translation/mobilization and innovation. The [HBHL Strategic Research Plan](https://www.mcgill.ca/hbhl/files/hbhl/hbhl_strategic_research_plan.pdf) outlines the vision, deliverables, and overall goals of the initiative, and the research priorities of its four research themes.

**Are you eligible?**

* Applicants must normally have obtained their PhD or equivalent (including a recognized health professional degree plus a medical specialty) at a university or institution other than McGill University. In certain circumstances an HBHL postdoctoral fellowship may be awarded to an applicant who is staying at McGill within the same research environment where they completed their PhD or equivalent. In such cases, a solid justification must be provided. Examples of valid justifications are scientific reasons (e.g., availability of specialized equipment/infrastructure or candidate’s unique expertise), medical reasons (e.g., proximity to required health care facilities), or family reasons (e.g., family obligations, a spouse's career) which make it necessary to remain at McGill for both the PhD or equivalent and postdoctoral studies.
* Applicants must have obtained their PhD or equivalent by the award start date, and no more than 2 years prior to the award start date. The window of eligibility may be extended by a cumulative maximum of two years if the applicant had their career interrupted for reasons such as parental leave, illness and health-related family responsibilities. Please describe and justify any delay that would qualify you for an extension of the eligibility period.
* The competition is open to both Canadian and foreign applicants. Candidates may consult the [Brain@McGill Researcher Database](http://braininvestigators.mcgill.ca/) to identify potential supervisors and contact them directly. However, potential supervisors are not limited to those in this database.
* The proposed research project must be aligned with HBHL’s goals and research priorities and tie in to at least one of HBHL’s four [Research Themes](https://www.mcgill.ca/hbhl/research/research-themes).
* Applicants must be registered as a [Postdoc](https://www.mcgill.ca/gps/postdocs) at McGill University by the start date of the award. Successful applicants will be considered Postdoctoral Researchers ([Group C](https://www.mcgill.ca/gps/postdocs/fellows)).
* The applicant cannot concurrently hold an HBHL award and a fellowship from another Canadian federal or provincial funding agency, or a McGill internal fellowship. However, fellowships from private foundations or organizations may be held concurrently.

**How to apply?**

The application package is available on the [HBHL website](https://www.mcgill.ca/hbhl/hbhl-postdoctoral-fellowship-program).Applicants must register on the HBHL fellowships submission webpage (<http://hbhl.research.mcgill.ca>) to receive a link by email to upload the completed form and attachments (in PDF format) before January 10, 2019, 5:00 pm EST. The supervisor and referees will also receive a link by email to upload their letters of recommendation. Applications submitted after this deadline will not be accepted.

**Evaluation**

All eligible applications will be assessed by an evaluation committee along the following criteria:

* Research project (30%)
* Applicant’s letter of motivation (10%)
* Letter of recommendation from supervisor (15%)
* Applicant’s publications, honours and transcripts/degrees (25%)
* Letters from external referees (20%)

Applicants with the highest rankings (from 3 independent evaluations) will be considered for an award.

**Postdoctoral Fellowships Program - Application Form**

|  |
| --- |
| **IDENTIFICATION OF APPLICANT** |
| **FIRST NAME** | **LAST NAME** |
| **ADDRESS**: | **EMAIL**: **McGILL STUDENT/EMPLOYEE NUMBER (if available):**  |
| **DATE OF BIRTH (**Year/Month /Day) | **CITIZENSHIP** [ ]  Canadian [ ]  Permanent Resident of Canada [ ]  Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **GENDER (Self-Identify)**[ ]  Male [ ]  Female [ ]  Other[ ]  Prefer not to answer |
| **IDENTIFICATION OF POSDOCTORAL SUPERVISOR** |
| **FIRST NAME, LAST NAME:** | **McGILL DEPARTMENT**: |
| **EMAIL**:  |
| **IDENTIFICATION OF CO-SUPERVISOR (OPTIONAL)** |
| **FIRST NAME, LAST NAME:** | **ADDRESS**: |
| **EMAIL**:  |
| **IDENTIFICATION OF EXTERNAL REFEREES** |
| List the names and addresses of two (2) referees who have participated in your training and have agreed to complete a letter of recommendation. Note that one referee must be the applicant’s PhD or equivalent supervisor. |
| **FIRST NAME, LAST NAME:** | **ADDRESS**: |
| **EMAIL**:  |
| **FIRST NAME, LAST NAME:** | **ADDRESS**: |
| **EMAIL**:  |
| **ADMINISTRATIVE INFORMATION** |
| **LOCATION OF RESEARCH** **(e.g. MNI, Douglas, etc.):** |  **DATE YOU OBTAINED YOUR PhD OR EQUIVALENT (Year/Month/Day):** |
| **ANTICIPATED POSTDOC AWARD START DATE** **(must be between March 1 and October 1, 2019):** | **AWARD TERM:**[ ]  1 Year [ ]  2 Years  |

|  |
| --- |
| **Have you applied or will you apply for any of the following awards starting in the next 12 months?** |
|  | Yes | No |
| McGill University Faculty of Medicine Internal Awards | [ ]  | [ ]  |
| CIHR Fellowship | [ ]  | [ ]  |
| FRQS Fellowship | [ ]  | [ ]  |
| Other External Agency and if so, which one(s): | [ ]  | [ ]  |

|  |
| --- |
| **TITLE OF THE RESEARCH PROJECT** |
|  |

|  |
| --- |
| **HBHL RESEARCH THEME** (Choose one theme that most closely aligns with your research project): |
|  [ ]  Neuroinformatics and Computational Modelling [ ]  Mechanistic Models of Neurodegenerative Disorders [ ]  Applied Cognitive Neuroscience of Brain Plasticity [ ]  Population Neuroscience and Brain Health |

|  |
| --- |
| **Describe the project’s alignment with HBHL’s goals and research priorities and how it ties into at least one of HBHL’s four Research Themes (300 words maximum).** |
|  |

|  |
| --- |
| **ETHICAL/SAFETY REQUIREMENTS: Research involving** [**human subjects**](http://www.mcgill.ca/research/researchers/compliance/human/)**,** [**animals**](http://www.mcgill.ca/research/researchers/compliance/animal/) **or the use of** [**biohazardous materials**](https://www.mcgill.ca/ehs/laboratory/biosafety/forms-tools-and-resources) **shall not be undertaken without appropriate approvals and certificates. Note that if you receive a fellowship you will be required to provide proof of certification. Indicate if the proposed project will require the use of any of the following:** |
|  [ ]  Human Subjects [ ]  Animals [ ]  Biohazardous Materials [ ]  None required |

|  |
| --- |
| **APPLICANT’S DECLARATION** |
| I will respect the rules of ethics for all research involving humans, experimental animals, and biohazardous materials, and recognize that approval is required from the institutional ethics committee for research involving humans or human derived samples, and from the institutional animal care committee for experimentation in animals. I declare that the information provided is true and accurate and agree to the conditions described in this HBHL form for the purpose of this fellowship.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Signature Date |

|  |
| --- |
| **SUPERVISOR’S DECLARATION** |
| Should the applicant receive a fellowship from this HBHL program, I pledge to:* integrate the applicant in my laboratory or my research team,
* direct his/her studies and work, and
* ensure that the resources required for the research project are available, including any ethics or safety certifications

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Signature of supervisor Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Name of supervisor Title |

|  |
| --- |
| **DOCUMENTS TO SUBMIT**The applicant must first register on the HBHL fellowships application webpage (<http://hbhl.research.mcgill.ca>) to receive by email a link to upload their completed application package as a single PDF formatted file. The file must include items 1-5 in the order listed below. Please ensure that the file size does not surpass 10 Mbytes. |
| **1**  **APPLICATION FORM:** The application form duly completed, with the signed declarations. Do not include the program description or this “Documents to submit” page.**2**  **RESEARCH PROJECT:** The applicant must describe the research project for which funding is requested. Use Times New Roman 12 point font, single spaced, with margins of 2.5 cm. Indicate the applicant’s name at the top right corner of the page, and the Research Project title at the top. The project description should provide a brief background and rationale, describe the research plan and methods, and the expected outcomes and benefits. Use a **maximum of 1 page** (including text, possible figures, and bibliography).**3**  **APPLICANT’S LETTER OF MOTIVATION:** The applicant must describe their scientific career goals for the coming years, and why this fellowship will assist in attaining those goals. In certain circumstances an HBHL postdoctoral fellowship can be awarded to an applicant who is staying at McGill within the same research environment where they completed their PhD or equivalent. In such cases, a solid justification must be provided (see guidelines). Without such justification, your application will be considered incomplete and will not be evaluated. Other exceptions (e.g. parental leave, illness, health-related family responsibilities) to the eligibility criteria listed in the guidelines should also be detailed here (maximum 1 page).**4**  **APPLICANT’S CV:** Any format is acceptable, but it must contain the following sections: Academic history, degrees, awards and honours, publications.**5**  **APPLICANT’S TRANSCRIPTS:** Attach copies of any relevant academic transcripts or degrees/diplomas (graduate level only). Non-official transcripts are acceptable at the application stage. Official transcripts may be requested prior to disbursement of the award. |

|  |
| --- |
| **LETTER OF RECOMMENDATION FROM POSTDOCTORAL SUPERVISOR** |
| The applicant’s postdoctoral supervisor must provide a letter of recommendation that describes the context of the research project, the applicant’s course of study, and the applicant’s strengths and weaknesses to undertake and complete the research project. In certain circumstances an HBHL postdoctoral fellowship may be awarded to an applicant who is staying at McGill within the same research environment where they completed their PhD or equivalent. In such cases, a solid justification must be provided here (see guidelines). Without such justification, the application will be considered incomplete and will not be evaluated. The letter is maximum 1 page. The supervisor must upload the letter as a PDF formatted file using the link they received in an email message as part of the applicant’s registration process. In the case of two co-supervisors, the letter should be signed by both co-supervisors. |

|  |
| --- |
| **LETTERS OF RECOMMENDATION FROM 2 EXTERNAL REFEREES** |
| In addition to the supervisor’s letter, two Letters of Recommendation must be completed for each applicant by two referees who were directly involved in the applicant’s academic training and are able to judge the applicant’s suitability, including intellectual abilities. Each Letter of Recommendation, written on the referee’s institutional letterhead, should indicate in what professional capacity they know the applicant, and for how many years, and should describe the applicant’s motivation, perseverance, analytical skills, critical judgment, intellectual and scientific curiosity, initiative, precision, sense of organization, interpersonal relations with peers and others, oral and written communication skills, and adherence to schedules. Referees must be faculty members at a recognized university. Non-faculty such as research associates, postdoctoral fellows, and other lab personnel are not eligible to act as referees. **Note that one referee must be the applicant’s PhD or equivalent supervisor.** Each referee must upload the letter as a PDF formatted file using the link they received in an email message as part of the registration process.  |

**It is the applicant’s responsibility to ensure that their application is complete and submitted by the deadline, including the letters of recommendation from their supervisor and referees.**