



the CTN  
CIHR Canadian  
HIV Trials Network

le Réseau  
Réseau canadien  
pour les essais VIH des IRSC

# The CANOC Scholarship Awards Programme

The Canadian Observational Cohort collaboration (CANOC) is pleased to announce a joint scholarship program with the CTN and the OHTN. This team approach to training and knowledge translation creates unique opportunities for advanced multi-site and multi-investigator training. A total of \$90,000 per year will be offered for scholarships at the Masters, and PhD levels.

## The CIHR Canadian HIV Trials Network (CTN)

The CTN is a non-profit, nationally funded partnership committed to developing treatments, vaccines and a cure for HIV diseases and AIDS through scientifically sound and ethical research.

## The Ontario HIV Treatment Network (OHTN)

The OHTN is a collaborative network of people with HIV, community-based agencies, health care providers, government policy makers, educators, and researchers in Ontario. Our network supports and conducts high quality research to help end the HIV epidemic, and shares the best available evidence with all those who can put that knowledge into action.

## The Programme

The CANOC Scholarship Awards Programme offers training opportunities to outstanding young researchers at major Canadian centres. The goals of the program are:

- To help meet the need for trained investigators of HIV projects in Canada,
- To foster a dynamic research environment at Canadian HIV care centres and institutions.

### Awards:

New scholarships are awarded each year. Scholarships are provided on behalf of the CANOC project.

### Amount:

Each awardee receives funding, at the CIHR level, based on the degree being sought – Master, PhD. An additional travel allowance of up to \$5,000 is available for travel costs.

If a scholarship is not held for the full year, the fellow must immediately notify the CIHR Canadian HIV Trials Network. A prorated reduction in funds will then be made.

### Eligibility:

Applicants must be enrolled full time in a graduate level academic program at a recognized Canadian university. Applicants must be a Canadian citizen or have landed immigrant status.

### Supervisor:

The supervisor must be an affiliate investigator of the CANOC Collaboration and willing to direct the fellow in an experiential learning program.

### Sponsoring Institution:

Each fellow must develop and run their research work at a recognized Canadian institution. The sponsoring institution must be prepared to provide suitable space and research facilities.

Also, if the fellow's research is in collaboration with an institution in another country/ limited resource country, up to 50% of the fellow's time may be spent at that institution.

### Transfer:

If a fellow transfers to another institution, the award terminates. However, he/she may apply to have the unspent portion allocated for use at the new institution. Such a request must be supported by a revised application plus a letter of undertaking from the supervisor at the new institution in Canada, similar in content to the letter required from the supervisor in the initial application.



the CTN  
CIHR Canadian  
HIV Trials Network

le Réseau  
Réseau canadien  
pour les essais VIH des IRSC

### Tenure:

The application should describe a yearly training program. All awards are approved on a year-by-year basis, with a starting date of September 1. Alternate starting dates will be considered upon request. The maximum tenure for an awardee is two years. To be considered for the second year, the fellow must submit a progress report after the first seven months, as outlined in the section entitled “Request for Renewal.”

### Research Project Protocol:

Research Project Protocol: During the course of the scholarship, each fellow is required to develop a research protocol and submit it to a supervisor for support. The research project must make use of the CANOC data.

### Earnings from Other Sources:

During the tenure of this award the fellow must devote 75% of his/her time to the scholarship. He/She is not permitted to hold a second major scholarship.

He/She may, with the approval of the supervisor, engage in and accept remuneration for limited departmental activities not to exceed 25% that contribute to his/her development as an independent researcher.

### Payment:

The award is paid to the fellow’s sponsoring institution in semi-annual installments. The institution, in turn, pays the fellow in accordance with its payroll procedures, making the appropriate deductions. As well, the institution’s policies regarding medical benefits, vacation, leave of absence, etc. apply.

### Reports:

At the end of the scholarship period, the fellow must provide a written report detailing the achievement of his/her training objectives as listed in his/her application. This will include presentations, publications, the yearly presentation at CAHR and OHTN, as well as an indication according of his/

her future plans. The report should include a list of the projects that he/she was involved with and any publications and/or presentations that resulted.

### Publications:

Fellows are required to acknowledge the assistance given by CANOC, the OHTN and the CTN and the sponsors of the award in any publications or presentations.

### The Training Objectives:

The training program contemplated by the applicant and supervisor should supplement the applicant’s present training and experience in the specialized field of HIV/AIDS.

## The Initial Application

A complete application must contain:

1. A covering letter from the applicant, which must include (max: 2 pages):
  - a summary of training and experience to-date (particularly as they pertain to HIV trials);
  - a description of what he/she is currently doing and plans to be doing in the future;
  - how the scholarship would fit into his/her long-term career plans; and
  - how CANOC will play a role in his/her research.
2. A letter of undertaking from the supervisor, which must include (max: 2 pages):
  - the nature and content of the research project arranged for the candidate. (Include all relevant training activities—formal and informal—and the supervision that would be provided);
  - a description of how the proposed training program would supplement the candidate’s present training;
  - a description of the supervisor’s recent and current research work in research projects and how the candidate’s career track fits into



the CTN  
CIHR Canadian  
HIV Trials Network

le Réseau  
Réseau canadien  
pour les essais VIH des IRSC

that work;

- additional information about the supervisor’s current position and background, including relevant supervisory experience and publications; and
  - information regarding additional remuneration of the fellow.
3. A completed, signed application form.
  4. Letters from at least two references assessing the applicant’s qualifications as a scholarship candidate.
  5. Any other documents the applicant feels are pertinent to the application.

## The Request for Renewal

To be approved for the second year, the fellow must submit a progress report at the end of the first seven months. It must include:

- a description of progress to-date in the training program outlined in the initial application;
- a description of any progress made towards the development of a research protocol;
- a detailed outline of the proposed activities during year two;
- a performance assessment from the supervisor;
- any supporting documents thought to be pertinent; and
- a statement regarding additional remuneration received by the fellow during the first year of the award.

## The Deadline

THE DEADLINE FOR SUBMITTING APPLICATIONS AND RENEWAL REQUESTS IS JUNE 15, 2010.

Complete applications and requests for renewal must contain all the required information as listed in the previous section.

### They must be submitted to:

Ms. Jacqueline Sas  
Manager, Postdoctoral Fellowships and Committees  
CIHR Canadian HIV Trials Network  
620B - 1081 Burrard Street  
Vancouver, BC V6Z 1Y

Late or incomplete applications cannot be considered.

More information may be obtained by calling Ms. Jacqueline Sas at the CTN’s National Centre at 1-800-661-4664.



the CTN  
CIHR Canadian  
HIV Trials Network

le Réseau  
Réseau canadien  
pour les essais VIH des IRSC

## The Adjudication Process

Adjudication Committee operates under the policies of the CTN and CIHR. Its members serve without remuneration. Composed chiefly of distinguished clinical researchers, the Committee relies heavily on the peer review process. The adjudication favours applicants with high potential who are working with an affiliate investigator of the CANOC Collaboration that can channel their potential into broad experience in the formulation and execution of research projects, including: scientific methodology, epidemiology and data management.

All factors are considered, including:

- the applicant’s ability, educational background and career plans;
- the proposed program of training and supervision; and
- the research activities to be undertaken.

## The Adjudication Committee

### Chairman

DR. ANITA RACHLIS  
Division of Infectious Disease  
Sunnybrook Health Sciences Centre  
University of Toronto  
Toronto, ON

### Members

DR. MARIANNE HARRIS  
Clinical Research Advisor  
John Ruedy Immunodeficiency Clinic  
Vancouver, BC

DR. STANLEY READ  
Division of Infectious Diseases  
Hospital for Sick Children  
University of Toronto  
Toronto, ON

LYNN STEVENSON

Community Representative  
AIDS Coalition of Nova Scotia  
Halifax, NS

DR. JEROME TEITEL  
Hemophilia Care Centre  
Department of Medicine  
St. Michael’s Hospital,  
University of Toronto  
Toronto, ON

DR. MARK WAINBERG  
Professor of Medicine  
McGill AIDS Centre  
Jewish General Hospital  
Montreal, Quebec

### Secretary

MS. JACQUELINE SAS (ex officio)  
Manager, Postdoctoral Fellowships and Committees  
CIHR Canadian HIV Trials Network  
Vancouver, BC

### Privacy Statement:

According to the Privacy Act and the Access to Information Act, applicants must be aware of the use and disclosure of the information contained in their application. This information will not be released without the candidate’s consent.

### Announcements of Winners:

The recipients of the CANOC Scholarship awards will be announced by letter at the end of July 2010.