

RESEARCH SUMMER STUDENTSHIPS

Purpose

Cystic Fibrosis Canada Summer Studentships are intended to provide support to students engaged in summer research projects in areas relevant to cystic fibrosis, normally under the direction of CF clinic directors or principal investigators based at a Canadian host institution. The research project should be attainable within the three-month term of the award.

Eligibility

Full-time students pursuing an undergraduate degree in an appropriate discipline are eligible to receive this award. Under certain circumstances, other special academic situations may be considered for a Summer Studentship.

The proposed supervisor need not be in receipt of a Cystic Fibrosis Canada grant.

Term

Cystic Fibrosis Canada Summer Studentships are intended to provide financial support for the three-month period June to August, and are awarded for a single summer. Summer Students are eligible to apply for an award in successive years.

Value

The value of a Cystic Fibrosis Canada Summer Studentship is reviewed on an annual basis, and will correspond with prevailing rates.

Criteria

Summer Studentships will be awarded on the basis of the demonstrated merit and potential of the applicant; the suitability and excellence of the proposed research environment; and the intrinsic value and feasibility of the proposed research.

One supervisor cannot submit more than two summer studentship applications to any one competition. The supervisor should not rank the applications submitted. Only one application is permissible per applicant.

Application requirements

Applications must be made by the proposed supervisor on behalf of a student. Applications directly from students cannot be accepted.

Applications, official transcripts and a letter of support from the proposed supervisor must be received by the organization on or before the 1 March deadline. Incomplete and/or late applications will be returned to the applicant.

Use of funds

Cystic Fibrosis Canada Summer Studentships are stipend awards.

Terms and conditions

(a) Payment of grants

Summer Studentship awards will be paid, through the institution concerned, in a single payment on 1 June.

(b) Earnings from other sources

Summer Studentship awardees may not hold a second major award.

(c) Reports

All students participating in this program must agree to complete the summer studentship award form and submit a report, written by the student, describing their summer project, no later than September 30. This report is not to exceed four (4) pages with figures to be inserted, and should include: a brief statement of the purpose of the project; methods and materials used; results and their interpretation; conclusions; and a declaration that the student performed the necessary experimentation and wrote the report. A list of appropriate references should be included following the 4-page report.

It is the responsibility of the supervisor to ensure that the student submits the completed form and written report. If a report is not submitted, the supervisor will not be permitted to submit a summer student application the following year.

(d) Transfer of awards

Summer studentship awards may not be transferred from the student in whose name the application was submitted.

(e) Karen Lackey Award

The application for a Summer Studentship that receives the highest ranking in the annual competition will be awarded the Karen Lackey Award, a \$250 book allowance.

To accept the award, the Summer Student must submit a one-page biography and a brief statement of his or her career goals. The \$250 book allowance is payable at the conclusion of the grant, upon receipt of the four-page report on the research project, and a letter of thanks to Mrs. Gladys Lackey written c/o Cystic Fibrosis Canada.

Subject to the availability of funds and under certain circumstances, the recipient of the Lackey Summer Studentship award may also be eligible to apply, in writing, for a Special Travel

allowance to assist with travel expenses that are related to the presentation of their research at a scientific meeting.

(f) William J. Skelly Award

Each year, all Summer Students are considered for this \$500 cash award, initiated by the Kinsmen of District 8. The Skelly Award is granted to the Summer Student who is deemed, on the basis of his or her report, to have conducted the most outstanding work that summer. The award is made on the recommendation of the organization's scientific review panel. If, in the opinion of the panel, no project is considered worthy in any one year, the prize need not be awarded.

Subject to the availability of funds and under certain circumstances, the recipient of the Skelly Summer Studentship award may also be eligible to apply, in writing, for a Special Travel allowance to assist with travel expenses that are related to the presentation of their research at a scientific meeting.

Proposal Central Step-by-Step Application Process for Summer Studentship Award

1. Apply at <https://proposalcentral.altum.com>. The application deadline is midnight on Wednesday, March 1st, 2017.
2. First time use: create a new account
3. Login
4. Select the tab "Grant Opportunities"
5. Filter List by GrantMaker: "Cystic Fibrosis Canada"
6. Find "Summer Studentship" and click "Apply Now"
7. The system will take you through the application process – clicking "Next" will save the previous sections entry. Note, you may choose to first set-up your profile (with mailing address, etc.) before applying). However, you can also do this later on (see step 10).
8. Enter your project title and proceed through the application process
9. On the "Enable Other Users to Access this Proposal", you may add your supervisor if they will assist you with completing your online application. This will require your supervisor to also be registered in the system. If they are not already in the system, they will have to create a profile with (at a minimum) their first name, last name, and email.
10. Under "Applicant", click "Edit Your Professional Profile". Note, you can choose to create your profile first (step 7). Find your institution. If your institution is not listed, please add it or contact Sandra Panditharatne (spanditharatne@cysticfibrosis.ca) to have your institution added to the system. Your profile includes information about your degrees (held or expected). Some sections, such as the addition of a biosketch, are not mandatory.
11. Under "Proposed Supervisor and Institution" enter your proposed supervisors email. If they are not in the system, a user profile will have to be created (either by them or you). The same process must be completed for your financial officer.
12. Letter of Support – enter email of supervisor. They will be sent an email through the system to notify them to submit your letter of support.
13. Upload necessary documents (templates are provided): one-page research proposal drafted by your supervisor, proposed supervisor information, transcripts*, and signatory page (includes undertaking of host institution, undertaking of applicant, and undertaking of supervisor).
* For applicants in 1st or 2nd year university, both high school and undergraduate transcripts are required. For applicants in 3rd or 4th year university, undergraduate transcripts only are required.
14. Final step: validate your application and submit.