

General Instructions

- The deadline date for receipt of all Alberta SPOR Graduate Studentship applications for this competition is **October 1, 2018 at 4:00 p.m. MST. Specific institutional internal deadline(s) may also apply, please contact your institution regarding this matter.**
- It is the **applicant's** responsibility to ensure that the application is **complete** and submitted by the deadline date. No supplemental information may be provided after the deadline date. Incomplete applications (including those lacking any of the required signatures) will not be considered. **Failure to comply with the above instructions may deem a proposal as ineligible.**
- Applicants are required to use the space provided for each item of information. Attachments may be appended where indicated.
- Please consult the Program Guide for information on eligibility.
- Within the online application form, to see entered data and attach documents (where applicable), click **Save Draft**.

Creating an Account

- To submit an application, the applicant must first register at the [AI online application portal](#).
- Once all fields are completed, an email will be sent to the applicant with their login information and instructions to access the portal.

Creating an Application

1) Personal Information

Personal information is populated from the applicant's profile that was used to register the account. Once the draft is saved, the primary contact field will populate with the applicant's information. To update any personal information, please click on your name at the top right-hand corner of the applicant homepage under *Personal Profile*.

2) Letter(s) of Reference and Letter of Support

Applicants require one **letter of reference** from their primary supervisor that should include information regarding the eligibility of the proposed research project. Up to one additional letter of reference may also be included. The name and contact information of the referee(s) should be provided in the application. AI will upload the letter(s) after the application is submitted and fully signed.

The letter(s) of reference are submitted to AI in a confidential manner solely for the purpose of supporting the application for a competitive award. Therefore, they must be received by AI either: (a) by letter mail in a sealed and signed envelope, or (b) as a signed letter in PDF format sent directly from the referee to

grants.health@albertainnovates.ca. Please note that we require a signed copy of each letter; we will accept electronic, scanned, facsimile or original signatures.

3) Applicant Background

Transcripts: Transcripts of all university-level courses must be submitted. Transcripts must be up-to-date and official, or certified true copies of the official (an official transcript must include the university seal and registrar's signature). Copies may be certified by the proposed supervisor, department head, or a notary public. Uncertified photocopies and the "InfoNet" proof of registration will not be accepted. Foreign transcripts must be accompanied by a certified English translation and a formal explanation of the grading system.

It is the applicant's responsibility to ensure that all university level transcripts are attached; AI will not go back for missing transcripts.

4) Academic Details

Accomplishments: Contributions described in this section may include academic, non-academic and research achievements. These contributions should describe the applicant's role in the research activities; the relevance of the research conducted and the significance of the journals to the field (e.g. intended target audiences). Other research contributions including patents, and publications (research or technical reports, policy papers; clinical guidelines, etc.) may be included. You may also provide background information on major scholarships or awards you have received or currently hold and their significance.

Accomplishments may include, but are not limited to:

- Leadership roles;
- Committee membership;
- Supervisory experience (training of students);
- Development of graduate seminar programs;
- Involvement in public, private or not-for profit sector activities;
- Presentations as a guest speaker (public or invited lectures);
- Knowledge translation activities (including technology transfer or commercialization).

Publication List: Please include published or in-press research contributions **only**. **In-press publications** are those publications that have been made available online by the publisher and are citable using DOI, and which will be assigned a publication date and issue. Published or in-press publications do **not** include articles that are: in preparation, submitted, under revision, resubmitted, forthcoming, accepted with revisions or accepted without a DOI. Publications are to be listed following the format and category guidelines listed below. **Failure to comply with the application instructions may deem a proposal as ineligible.**

Format:

- Full authorship order as it appears in the original publication (**applicant's name in bold**);
- Year;
- Title;
- Publication name and volume*;
- First and last page numbers*;
- Role in publication (Limit of **2 sentences**)

** Publication volume and page numbers: for in-press publications, please include DOI instead.*

Categories:

- **Published or in-press peer reviewed primary research articles**
(*Knowledge dissemination of experimental results*)
- **Published or in-press peer-reviewed review articles**
(*Analysis or discussion of research previously published by others*)
- **Published or in-press books, monographs, book chapters or contributions to a collective work**
- **Oral presentations**
(*Presentations as an invited guest speaker or contributed talks, excludes poster presentations*)
- **Abstracts**
(*Published or non-published abstracts from participation in peer activities such as, but not limited to, poster presentations at conferences and workshops, etc.*)
- **Patents**
(*Please specify if the patent was granted or is pending. The primary inventor name should appear first followed by the co-inventors, if any*)
- **Reports**
(*Research reports or reports produced for the government*)

For example, if you have the following research contributions:

- 1 **published research article** as second author (to be listed)
- 1 **review article** *accepted with minor revisions* for publication as first author (do **NOT** list)
- 2 **poster presentations** as first author, including 1 published abstract (to be listed)
- 1 **patent** as co-inventor (to be listed)

Based on the example provided, the publication list could be as follows:

(The article accepted for publication with minor revisions should **NOT** be listed)

Published or in-press peer reviewed primary research articles

Author1. Author2. Author3. Year. Title. Publication name and volume. First and last page numbers.
Role in publication (2 sentences maximum).

Abstracts

Author1. Author2. Year. Title. Name and or title of Conference. Place of Conference.
Role in publication (2 sentences maximum)

Author1. Author 2. Author3. Year. Title. Publication name. Supplemental Information (Name and Title of Conference). First and last page numbers.

Patents

Inventor1. **Co-inventor**. Year issued or filled. Title. Country Patent number or Country application number.
Date filled. Date issued or Patent pending.
Role in publication (2 sentences maximum).

5) Proposed Research Project

Ensure that the hypothesis/research question, objectives, methodological approach and expected outcomes are described in sufficient detail for the reviewers to be able to assess the feasibility and overall merit of the proposed research in terms of its suitability as a training opportunity. The background information should provide the rationale and help to position the proposed research in the context of the current state of the field and the significance of the work being proposed. Applicants are expected to write the research proposal. The

proposal should be written in general scientific language that is understandable by a broad audience. Only references related to the project description are to be listed in the box titled “List of Project References.”

6) Patient-Oriented Research

Ensure that the principles of Patient-Oriented Research (POR) are demonstrated in sufficient detail for the reviewers to assess the applicant’s understanding of POR and how POR is embodied in the proposed research project. The benefit of the proposed research study to patients must be clearly articulated. If the applicant has secured partnerships with patients, stakeholders, or community members this must be included, indicating how these partners are involved and how these partnerships will help make the project successful. If the applicant intends to obtain patient, stakeholder, or community partnerships, the strategy to obtain these partnerships must be feasible and sufficiently detailed. The following definitions should guide applicant’s relevance to POR:

AbSPORU is using [CIHR’s 2014 definition](#) of patient-oriented research:

“Patient-oriented research refers to a continuum of research that engages patients as partners, focuses on patient-identified priorities, and aims to improve patient outcomes. This research, conducted by multidisciplinary teams in partnership with relevant stakeholders, aims to apply the knowledge generated to improve healthcare systems and practices”

AbSPORU has operationalized the definition of POR, further information can be found in the Program Guide and on the AI website.

Please also note the definition of ‘patient’ utilized by AbSPORU: **Patient** is an overarching term inclusive of individuals with personal experience of a health issue and informal caregivers, including family and friends.

Alignment with Platform Areas of Expertise

The Methods and KT Platforms focus their efforts in specific areas of health research and as such seek to support a Studentship awardee conducting work on relevant topics. Applicants may indicate that their patient-oriented research project aligns closely with a specific platform’s area of expertise, as defined in Appendix A. Please review the definitions and criteria provided before completing this section of the application. If successful in the competition, the awardee may be provided additional opportunities for learning and collaboration with that platform. Applicants who do not indicate relevance to the Methods or KT Platforms in the application, but whose projects are commensurate with a platform’s area of expertise, may be designated to that platform during the Relevance Review Process by the review committee.

There is no advantage for an applicant to indicate alignment with a platform’s area of expertise versus the general competition; there will be a single ranking process and only the top ranked applicants will be funded in accordance with the amount of funding available.

Submitting an Application

Applications must be submitted online by October 1, 2018 at 4:00 p.m. MST. Please note, changes cannot be made to an application after it has been submitted.

After submitted applications are reviewed by AI for eligibility, they will be emailed for signatures from the applicant and appropriate institutional Research Services Office. The review by AI may take up to two weeks

following the competition deadline. The application is only considered complete once all signatures have been received.

The names of the successful applicants are anticipated to be posted on the AI website in late December.

APPENDIX A: ALIGNMENT WITH PLATFORM'S AREA OF EXPERTISE

Please review the following definitions of each platform's area of expertise:

1) Knowledge Translation Platform

Knowledge Translation (KT) is defined by CIHR as "a dynamic and iterative process that includes synthesis, dissemination, exchange, and ethically-sound application of knowledge to improve the health of Canadians, provide more effective health services and products and strengthen the health care system." Specifically, please note that the breadth of the KT platform covers the areas of knowledge synthesis, knowledge translation and implementation science.

Guidance to assist applicants and reviewers in assessing relevancy of applications for knowledge translation:

Applications that are most relevant are those research projects that are directly associated with knowledge translation and knowledge translation research (that is, the project focuses on doing KT or studying KT). Both qualitative and quantitative methodologies will be acceptable. Examples include:

- Design, implementation and/or evaluation of knowledge translation interventions
- Assessments of knowledge translation impact of policies in health sectors
- Knowledge synthesis methods
- Assessment of the sustainability of interventions in the area(s) of health services and policy research and/or population and public health research.

Of lesser interest, but still acceptable, are research projects that are somewhat relevant to knowledge translation and knowledge translation research and framed in a way that is linked to this. Again, both quantitative and qualitative methods will be acceptable. Examples include:

- Needs assessment leading to a knowledge translation intervention (for examples, see section 3.5 on: <http://www.cihr-irsc.gc.ca/e/40618.html>).
- Examining barriers to behavior change or system change to promote best patient care
- Research on capacity building to promote uptake of interventions
- Research on knowledge translation interventions with clinical populations.

Non-relevant research projects are those that are not primarily focused on doing KT or studying KT methods, even if they contain a KT plan or other references to KT.

The recipient of the Alberta SPOR Graduate Studentship that is aligned to the KT Platform may request funding to attend either the KT Canada Summer Institute (if he/she applies and is accepted to attend), the KT Canada Scientific Meeting or the Cochrane Canada Symposium, to a maximum value of \$2,000. University of Alberta policies governing travel will apply to this support and the award recipient is strongly advised to consult with the KT platform before booking any travel.

2) Methods Support & Development Platform

The Methods Support & Development Platform are interested in creating "Tools for Better Health". They focus on both quantitative and qualitative methodologies. Their quantitative research includes finding innovative methods to evaluate or improve measures for patient-centered care, the quality of administrative (coded)

data, electronic medical records (EMR) data, and national surveys, using various analytic skills (e.g. algorithm development, risk adjustment, data mining.) The Methods Platform's qualitative research includes the development, implementation, and evaluation of patient reported outcome measures (PROMs) and patient reported experience measures (PREMs). Ultimately, this platform looks at the "how to..." and what methodology to use.

Applications that are most relevant are those research projects that are directly associated with creating, developing or validating methodologies used in precision medicine. Examples include:

- Developing ideas for innovative tools/methods to conduct patient-oriented research
- Developing and validating ICD coding algorithms for defining disease
- Developing risk adjustment methodologies
- Measuring patient-centered care
- Data collection methodology
- Training on novel methodologies
- Providing quality assessment and validation of ICD coding algorithms for defining disease
- Innovative data visualization techniques