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Sample



Prefix: Prof.

First Name: October

Middle Name:

Last Name: Tester

Personal Pronouns

Note: We will share this information with reviewers as they complete written reviews and for discussion in the review meetings. If you would prefer not to answer, reviewers will be asked to use they/them/theirs. Examples: He/Him/His; She/Her/Hers; Ze/Hir/Hirs; They/Them/Their. Just my name please; Prefer not to answer; Other (please specify)

They/Them

Organization Affiliations

This section will be pre-populated from your contact profile

Please list ALL the organizations that you are affiliated with.

Organization	Department	Job Position
Health Research BC-DO NOT USE	Department	Position

Host Institution

Host Institution

The Host Institution is the institution that approves your online application package and financially administers your award funds.

To select your Host Institution, begin typing the institution name in the box below, then select the correct institution when it appears as an option. To view a complete list of eligible Host Institutions, [click here](#).

HEALTH RESEARCH BC-DO NOT USE

Department

Please enter the name of the department where the post-doctoral fellowship position for the duration of your award is/will be located.

Please enter the name of the department where the post-doctoral fellowship position for the duration of your award is/will be located.

Position

Please enter the position you will hold for the duration of the award.

Please enter the position you will hold for the duration of the award.

Applicant Expertise and Experience

Information for the Clinical Training and Research Degrees and the Employment History tables are automatically populated from your contact profile. If these tables are blank, you can access your contact profile to make any required updates by [clicking here](#). You must submit your contact profile again to be able to have the data appear in your application form. You may adjust the size of the text boxes on the screen by dragging the bottom right-hand corner of the box. Please note that this does **not** affect the maximum character count.

Clinical Training and Research Degrees

Information in the Clinical Training and Research Degrees table is automatically populated from your contact profile. Please complete this prior to submitting your letter of intent.

Month	Year	Degree	Institution	Area of Study
January	2021	MSc	Institution	Area of Study
December	2019	Clinical Training	Institution	Area of Study
April	2018	BSc	Institution	Area of Study

Date of Degree Completion

This is the date on which all requirements of your degree have been met. Proof of PhD completion is **mandatory**: official confirmation that you have completed your PhD requirements (PhD graduation or at minimum a confirmed oral defence date scheduled at latest one month prior to the award start date). If you have not yet met the degree requirements at the time of application, please enter the date on which you anticipate completing your degree.

07/01/2024

Employment History



Information in the Employment History table is automatically populated from your contact profile. Please complete this prior to submitting your letter of intent.

Start Month	Start Year	End Month	End Year	Position	Department or Faculty	Organization	Full Time/Part Time/Unsalariated
January	2021	January	2023	Position	Department	Organization	Full Time
January	2020	December	2020	Position	Department	Organization	Part Time
January	2018	December	2019	Position	Department	Organization	Unsalariated

Are you a health professional currently engaged in active clinical service?

Note: You must be engaged in active clinical service for the duration of your award. Click "yes" to confirm.

Yes

As a health professional, you have the option to apply as an HP applicant or a PhD applicant. Please confirm how you would like to apply.

You are responsible for ensuring you are eligible to hold a Post Doctoral Fellowship, or equivalent, for the requested duration of your award. Please discuss with the relevant body at your host institution (i.e., supervisor, department, office of research services, postdoctoral fellow office, etc.).

HP Applicant

- must have commitment for a minimum of 50% protected research time
- must be licensed to practice in BC
- must be engaged in active clinical service for the duration of your award

PhD (or equivalent) Applicant

- must have commitment for a minimum of 75% protected research time

If you are a health professional and are uncertain which option applies to you, please contact trainee@healthresearchbc.ca

HP applicant

Have you experienced any career interruptions?

New for 2025. Health Research BC has adjusted the eligibility calculation process to align with the [Tri-Agency policy](#) on leave credits for early career researchers:

Please only enter the career interruptions that occurred after the completion of your PhD or health professional degree.

- The following career interruptions will be considered by the peer review panel to have an effect on research productivity of twice the amount of time taken: parental, medical, care-taking and bereavement leaves. For example, for a parental leave of 6 months, the applicant's career will be considered to have been affected for 12 months.
- Other career interruptions will be considered equal to the amount of time taken. This includes all interruptions related to career development, such as residency training, clinical licensing, time spent in a non-research-related position, etc.

This section should only include situations that caused a **complete stop** in your career. These career interruptions will be used to calculate your eligibility for this competition and may be used by peer reviewers to contextualize your career and evaluate your application.

Note: situations that cause a 'slowdown' in your career (e.g. reduced research hours related to care-giving, increased clinical duties resulting in reduced research hours) may be described later in the Full Application.

Yes

Number of Career Interruptions

One

Career Interruption 1

Please only enter the career interruptions that occurred after your PhD or health professional degree completion.



Career Interruption Start 09/01/2024
Date:

Career Interruption End 11/01/2024
Date:

Interruption Duration in 4
Months:

Career Interruption Parental Leave
Description:

Research Project

Project Information

Keywords

Tobacco, Trauma, Nervous System

Sample

Theme

A clear link to human health must be evident from the research proposal. Health Research BC classifies health research according to Canadian Institutes for Health Research (CIHR)'s four health research themes. Applicants are expected to specify which of the four themes, in their opinion, best describes their research.

Biomedical research: Research with the goal of understanding normal and abnormal human functioning, at the molecular, cellular, organ system and whole body levels, including development of tools and techniques to be applied for this purpose; developing new therapies or devices that improve health or the quality of life of individuals, up to the point where they are tested on human subjects. Studies on human subjects that do not have a diagnostic or therapeutic orientation.

Clinical research: Research with the goal of improving the diagnosis and treatment (including rehabilitation and palliation), of disease and injury; and improving the health and quality of life of individuals as they pass through normal life stages. Research on, or for the treatment of, patients.

Health services research: Research with the goal of improving the efficiency and effectiveness of health professionals and the health care system, through changes in practice and policy. Health services research is a multidisciplinary field of scientific investigation that studies how social factors, financing systems, organizational structures and processes, health technologies, and personal behaviours affect access to health care, the quality and cost of health care, and, ultimately, Canadians' health and well-being.

Population health research: Research with the goal of improving the health of the Canadian population, or of defined sub-populations, through a better understanding of the ways in which social, cultural, environmental, occupational and economic factors determine health status.

Biomedical Research

Does your proposed research include a focus on Indigenous Health?

From the Canadian Institutes of Health Research’s “Defining Indigenous Health Research”, Indigenous health research can be defined by any field or discipline related to health and/or wellness that is conducted by, grounded in, or engaged with, First Nations, Inuit or Métis communities, societies or individuals and their wisdom, cultures, experiences or knowledge systems, as expressed in their dynamic forms, past and present. [Source: CIHR (<https://cihr-irsc.gc.ca/e/50340.html>) Accessed October 2024]

Note: If you respond “Yes” to this question, your application will receive an independent assessment by an expert in Indigenous health research as part of the peer review process (see [Evaluation Criteria - Indigenous Health Research](#) (Appendix A) for details on the criteria the Indigenous health research expert is assessing in applications).

No

Title

Enter the title of your Research Project.

Enter the title of your Research Project.

Sample

Lay Summary

The lay summary must be written in plain language that is suitable for a non-scientific audience. In the lay summary, please include:

- a description of the knowledge gap that is being addressed by the research
- a description of the research and KT activities
- anticipated outcomes
- potential impacts on practice, policy or future research

The lay summary may be used to identify appropriate peer reviewers for your application and will be used by staff to identify alignment with the interests of potential co-funding partners. If your application is successful, the lay summary will be posted on the Health Research BC website.

For guidance on writing plain language summaries:

- Health Research BC KT Encounters blog post from health literacy researcher Iva Cheung ([click here](#))
- BC SUPPORT Unit plain language guide ([click here](#))

The lay summary must be written in plain language that is suitable for a non-scientific audience. In the lay summary, please include:

- a description of the knowledge gap that is being addressed by the research
- a description of the research and KT activities
- anticipated outcomes
- potential impacts on practice, policy or future research

Scientific Summary

The scientific summary should be understandable by a multi-disciplinary group of scientific reviewers. In the scientific summary, please include:

- objectives/research questions
- a description of the research and KT activities
- anticipated outcomes
- potential impacts of this research on practice, policy and future research.

The Scientific Summary may be used to identify peer reviewers for your application.

The scientific summary should be understandable by a multi-disciplinary group of scientific reviewers. In the scientific summary, please include:

- objectives/research questions
- a description of the research and KT activities
- anticipated outcomes
- potential impacts of this research on practice, policy and future research.

Environment and Support

Research Location

Research Location

The Research Location is the location where the majority of the research will be conducted (e.g. a research centre, health authority, academic institution, etc.). This may be different from the Host Institution.

To select your Research Location(s) begin typing the institution name in the area below, then select the correct institution when it appears as an option. You may select multiple Research Locations if necessary.

Please [click here](#) to see the list of Organizations in Health Research BC ApplyNet.

If your research location is not listed, please contact Health Research BC Help Desk at helpdesk@healthresearchbc.ca.

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Sample