

Organization Affiliations .....	2
Host Institution .....	2
Applicant Expertise and Experience .....	4
Career Timeline .....	4
Career Interruption 1 .....	6
Research Program .....	6
Project Information .....	6
Environment and Support .....	8
Research Location .....	8
Mitacs Accelerate Application .....	9

SAMPLE

**LOI Submitted to Health  
Research BC:** 10/03/2023 03:57 PM

**Prefix:** Dr.

**First Name:** February

**Middle Name:**

**Last Name:** Tester

## Personal Pronouns

To update your pronouns, please go to your [Contact profile page](#).

**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/Theirs; Just my name please; Prefer not to answer; Other (please specify)

she/her

## 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	Medicine	Professor

## 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 your appointment is/will be located.

Department of Medicine

**Position**

Please enter your position title.

Assistant Professor

SAMPLE

## Applicant Expertise and Experience

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### Career Timeline

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**Please identify your professional degree(s):**

I have both a research degree (PhD) and a health professional degree(e.g., MD, DDS, etc.)

#### Research Degrees

Enter the names and dates of your research degree(s)(e.g. PhD, MSc).

**Name of terminal research degree (e.g. PhD Pharmacology)**

Character limit: 100 characters

**Date of Completion**

05/31/2010

**Name(s) and Date(s) of Additional Research Degrees (if applicable)**

Responses should be formatted as Degree MM/DD/YYYY (e.g., PhD Pharmacology 07/01/2018)

Character limit: 100 characters

#### Health Professional Degrees

Enter the names and dates of your health professional degree(s) (e.g. MD, RN, MPT, etc.).

**Name of First Health Professional Degree (e.g. Masters of Physiotherapy)**

Character limit: 100 characters

**Date of First Health Professional Degree**

06/01/2018

**Name(s) and Date(s) of Additional Health Professional Degrees (if applicable)**

Responses should be formatted as Degree MM/DD/YYYY (e.g., Masters of Physiotherapy 07/01/2018)

Character limit: 100 characters

**Name of health profession  
(from contact profile):** Audiologist

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

Yes

**How long have you been in clinical practice (in years)?**

Please exclude career interruptions (e.g. full time clinical or research training, parental or caregiving leaves).

Character limit: 50 characters

**Role as a Health Professional**

Describe how your role as a health professional allows you to make clinical judgments or clinical decisions that directly impact patients or clinical care.

Character limit: 500 characters

**Health Professional Stream**

Applications from physicians and allied health professionals will be evaluated independently from one another. If you are a physician or surgeon, please select **Physician Stream**. If you are an allied health professional, please select **Allied Health Stream**.

For more information on these two application streams and which one to select, please refer to Section 4, HP-I Streams Eligibility Criteria, in the [2024 Scholar & HP-I Competition Guidelines](#).

Physician stream

**Date of First Research Appointment**

Enter the date of the first appointment that you held/hold or anticipate receiving in your career that allowed you, or will allow you, to:

- apply for and hold research funding
- engage in independent research activities, and
- publish your research results.

07/01/2020

## Have you experienced any career interruptions?

Please enter career interruptions that occurred *after* your first academic research appointment.

This section should only include situations that caused a **complete stop** in your research career such as parental or caregiving leave, medical leave, continuous clinical training). These career interruptions will be used by peer reviewers to contextualize your career and evaluate your application.

**Note:** situations that caused 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 first university or research appointment.

**Career Interruption Start Date:** 04/01/2021

**Career Interruption End Date:** 03/31/2022

**Interruption Duration in Months:** 12

**Career Interruption Description:** Parental Leave

### Research Program

### Project Information

#### Keywords

Adolescent Health, Diagnosis-Medical, Gene Therapy, Allergy, Social Determinants of Health

## 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 to 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

## Title

Enter the title of your Research Program.

Character limit: 200 characters

## 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](#))

Character limit: 1250 characters

## 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.

Character limit: 1250 characters

## Environment and Support

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### Research Location

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## 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](mailto:helpdesk@healthresearchbc.ca).

Health Research BC-DO NOT USE

## Mitacs Accelerate Application

### Are you interested in applying for Mitacs Accelerated funding for intern support?

If you answer "yes," your name, institutional affiliation and contact information will be shared with Mitacs so they are aware of your interest.

Applicants interested in Mitacs funding must contact their [Mitacs Business Development representative](#) to learn more about the Mitacs Accelerate program and obtain instructions on including Mitacs Accelerate internships in their Health Research BC application. Application forms for Mitacs Accelerate funding can only be obtained through contact with Mitacs.

Note: Even if you answer "No" at this stage, you may still include an application for Mitacs funding at the full application stage, although the earlier you notify Mitacs of your interest, the more support Mitacs will be able to offer.

Yes

### Name of Mitacs Business Development Associate (if known)

If you are applying for Mitacs Accelerate funding for intern (trainee) support, please let us know the name of the Mitacs Business Development Associate that you are in contact with.

Character limit: 100 characters

### Consent to Health Research BC sharing contact details with Mitacs.

Please check the box if you consent to Health Research BC sharing your contact details with Mitacs so that a business development representative can contact and provide you with the correct Mitacs application form and to discuss your application.

I consent to Health Research BC sharing my contact details with Mitacs so that a business development representative can contact me to provide me with the correct Mitacs application form and to discuss my application.

# Sample Research Program Upload

SAMPLE

# Sample Appendices Upload

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# Sample Letters of Collaboration Upload

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# Sample Consent Forms & Questionnaires Upload

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# Sample Most Significant Contributions Upload

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# Sample CCV Upload

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# Sample Publication List Upload

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# Sample Mitacs

# Accelerate Upload

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