



## The CUASF Career Development Award for Research

### *Terms of Reference 2017-2018*

#### **GENERAL INFORMATION**

The objective of the Canadian Urological Association Scholarship Fund (CUASF) Career Development Award for Research is to provide financial support for Urologic Research to be conducted in Canada by those individuals having early success with grants and the potential to become international leaders in research in their particular subspecialty of urology.

This research award is designated to support a faculty member at an approved medical school in Canada after two (2) years and within five (5) years of their initial academic appointment. All candidates must be CUA members, have an MD and have completed clinical training in urology.

#### **AWARD**

The research award recipient, henceforth referred to as the “CUASF Career Development Scholar”, will be remunerated up to **\$100,000** per year. The award will be renewable for up to five (5) years, but renewal is not automatic, and is subject to review each year.

#### **CONDITIONS OF AWARD**

The CUASF Career Development Scholar must have a Canadian University Faculty appointment, at the level of Assistant Professor or Associate Professor.

Funding is for operating expenses and not for investigator salary support. The CUASF Career Development Scholar must commit to spending at least 25% of his/her time in research. Priority will be given to those proposals in which there is collaboration with basic, translational and/or clinical scientists. No candidate can apply for the CUASF Career Development Award for Research and the CUASF New Investigator Research Scholarship at the same time.

A priority for this award is for the CUASF Career Development Scholar to develop a network of mentor(s) to help build research knowledge and skills to ensure successful completion of the research proposal. There must be full support from head of the division/department in terms of time, mentorship and financial support. There should also be assurance from the division/department head/university that the grant will not be subject to “overhead” or “indirect funds” so that the money is not used to fund the university research system. The mentorship network developed for the CUASF Career Development Scholar should be designed to show ongoing feedback is occurring during the course of the research and can be fully described during the progress report(s).

Rating and selection of candidates for the CUASF Career Development Award for Research is based on scientific merit as determined by members of the scientific council of the CUASF. There

will be a maximum of 1 award per year. Applications for renewal of the scholarship can occur 12 months from the initial award. The fund is managed by the Administrative Council of the CUASF.

## **OBLIGATIONS FOR AWARD RECIPIENTS**

### **Obligations for Award Recipients**

- 1) All award recipients are expected to present the results of their research, **in the following two to five years**, at the **CUA Annual Meeting** and at other national and international meetings, and to submit their work for publication in peer-reviewed journals including the **Canadian Urological Association Journal (CUAJ)**.
- 2) Support from the CUASF should be **acknowledged** in the presentations and publications
- 3) Demonstrate participation in CUA activities
- 4) A progress report must be submitted to the Chair of Scientific Council at the mid-point of the reward (**January of each year**). If the Scientific Council deems that the Scholarship or award holder has not made sufficient progress, further installments may be withheld. Site visits may occur by member(s) of the CUASF Scientific Council to review/ensure sufficient progress is being made before further funding is approved.

## **APPLICATION SUBMISSIONS**

**All applications are to be submitted electronically via CUASF's new website ([www.cuasf.org](http://www.cuasf.org)).** The completed application must be no later than **March 1, 2018**. Candidates must arrange for a letter of support from his/her Chair of the University Department/Division. The letter should indicate the level of support and commitment by the University and the institution for the Candidate. Two additional letters of recommendation are required, one of which should come from an individual not at the candidate's current institution or department. For renewal applicants only, a progress report is required in addition to the documentation listed. Incomplete applications or late documentation received after the closing date will not be considered.

## **GUIDELINES FOR APPLICATION SUBMISSION**

The following are suggestions for preparation of the research proposal for the CUA scholarship award. The headings suggested include:

- 1) Statement of Objective (s)
- 2) Recent relevant research by applicant
- 3) Brief review of literature and background information
- 4) Hypothesis (es)
- 5) Design and Methodology
- 6) Analysis of Data
- 7) Impact of the proposed research
- 8) Budget
- 9) References

In addition, the following must accompany the application:

#### Application Checklist

- Research Proposal not exceeding five (5) single spaced, typewritten pages in standard 12 font including budget and references (Please refer to “Guidelines for Application Submission” above for suggested headings.)
- Curriculum Vitae (Please submit a pdf version of your Common (CHIR) CV)
- Letter of support from the Department/Division Chair supporting this application and agreeing to conform to the Terms of Reference. The letter should indicate the level of support and commitment by the University and the institution for the candidate
- Letter(s) of support from proposed mentors describing how they will execute their mentorship to facilitate successful completion of the proposed research
- Two (2) additional letters of recommendation, one (1) of which should come from an individual not associated with the Institution where the proposed research will take place
- Evidence of appropriate Ethics Committee approval or application for approval must be included along with the consent forms where human subjects are involved in the study

#### Renewal applications

- Renewal applications should include all of the above documentation as well as a PROGRESS REPORT.

#### **NOTIFICATION OF AWARD**

Scholarships are approved by the Executive Council of the CUASF after recommendation from the Chair of the Scientific Council. Notification of the awards will be made at the Annual Meeting of the CUA in June 2018.

Both successful and unsuccessful candidates will receive a summary and a constructive critique from the Scientific Council.

Address all inquiries to:

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