



MEOPAR
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MEOPAR Postdoctoral Fellowship Awards: Application Instructions

A. Introduction & Purpose

Established in 2012 through Canada's federal Networks of Centres of Excellence Program, the **Marine Environmental Observation, Prediction and Response (MEOPAR)** Network is a national network of academic researchers, students, government scientists, and partners in the private, NGO and community sectors working together to reduce Canada's vulnerability to marine risk. An independent not-for-profit organization, MEOPAR supports interdisciplinary research, provides training opportunities for students, and mobilizes scientific knowledge and technology through cross-sector engagement. MEOPAR's objective is to connect partners, resources and expertise to prepare for risks and take advantage of opportunities in the changing marine environment.

In 2018/19, MEOPAR will offer three **Postdoctoral Fellowship Awards**. The purpose of these awards is to bring new postdoctoral fellows into the network to connect them with MEOPAR-funded researchers and HQP. Proposed research activities that would be supported by an Award must address MEOPAR's organizational objective (To connect partners, resources and expertise to prepare for risks and take advantage of opportunities in the changing marine environment), and must be linked to one of MEOPAR's four challenge areas: **Ocean Observation; Forecasting/Projection; Coastal Resilience; and Marine Operations/ Transportation**. Refer to [MEOPAR's Strategic Plan](#) for more information.

MEOPAR Postdoctoral Awards provide partial, "top-up" funding (\$20,000 per year) to highly-qualified postdoctoral candidates who have already secured a base level of funding. Initially awarded for one year, recipients may apply to renew the funding for a second year at the same funding level. These awards do not provide full funding for postdoctoral positions. MEOPAR's top-up funding will empower postdoctoral candidates to take full advantage of professional development and career-building opportunities, providing them with the ability to:

- Increase their stipend for financial flexibility;
- Participate in training and networking opportunities;
- Present and discuss results at national and international conferences and other fora;
- Purchase or fund specialized equipment, travel, or supplies for their research; and
- Offset costs associated with publication.

MEOPAR is committed to fostering a culture grounded in diversity and inclusiveness. We encourage applications from Aboriginal people, persons with a disability, racially visible persons, women, persons of minority sexual orientations and gender identities, and all candidates who would contribute to the diversity of our network.

B. Application Instructions

- The online application form must have the required supporting documents attached (see below).
- Late or incomplete applications will not be reviewed.
- Submissions must be sent through the MEOPAR online portal by 3 July 2018. Letters of support must be sent directly to MEOPAR's Administrative Centre.
- Notice of awards will be sent by 31 July 2018.
- Expected start date of fellowship is September 2018. Applicants from programs with January start dates may defer the award until January 2019.

Contact Information:

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Eligibility

Awards will supplement existing funding support awarded to promising new scholars. To be considered for a MEOPAR Postdoctoral Fellowship Award, funding applicants must:

- Receive a base level of financial support (\$40,000) from additional sources: home department, supervisor research grants, and/or through government and agency scholarships or awards;
- Demonstrate support from their supervisor for their work and their proposed use of the award funds;
- Participate full-time in their respective program at a Canadian post-secondary institution that is eligible for Tri-Council funding; and
- Engage in research aligned with the strategic plan of MEOPAR.

Because the purpose of these awards is to bring new postdoctoral fellows into the network, PDFs who are currently supported financially from a MEOPAR research project are ineligible to apply to this competition. For example, a trainee who will be funded through MEOPAR research projects or Cores during 2018-19 would be ineligible.

Available MEOPAR Awards

We expect to offer the following awards in this call:

- Three Postdoctoral awards at \$20,000 (one-year award, with option to apply for a second year of funding in 2019-2020)

Program Requirements

Training

Funded trainees will join the MEOPAR Students and New Professionals Group (MEOPeers) and are expected to participate actively in MEOPAR professional development and training activities. Award winners will have the opportunity to present their research in a variety of forums, which may include:

- MEOPAR's Annual Training and Scientific Meeting
- MEOPAR Board of Directors meeting

- MEOPAR’s online seminar series

Reporting

As per NCE rules, funds must flow from MEOPAR to the trainee’s primary supervisor at their institution. The primary supervisor must be Tri-Council eligible. Academic institutions receiving MEOPAR funds in trust are expected to:

1. Set up a new account for MEOPAR funds disbursed during the current MEOPAR funding cycle.
2. Report on expenditures of MEOPAR funds by submitting a Form 300 to the MEOPAR Administrative Centre no later than April 15 of each year for the duration of this funding award.

Acknowledging MEOPAR

MEOPAR-funded trainees must acknowledge the MEOPAR Postdoctoral Fellowship Award program in their presentations, publications, and other knowledge mobilization activities related to research conducted during their funding period. Funded trainees must use the MEOPAR logo on their posters and other materials related to research conducted during their funding period.

Renewal

Funded trainees are required to submit an annual report through the MEOPAR online portal each year. This report is required even if the trainee is not applying for renewal of funding.

Funded applicants may submit one-year renewal applications for a second year of postdoctoral funding. Ongoing funding is dependent on performance and achieving milestones outlined in the original application.

Funding Criteria

All eligible applications will be reviewed by a team of field experts using the following criteria:

1. Scholarly Merit & Quality of Proposed Research (40%)
2. Fit with MEOPAR’s Goals, Themes and Challenge Areas (40%)
3. Quality of Training Environment (20%)

Required Documents

Award applicants must submit the following:

1. Online Application Form (see instructions [here](#))
2. Two Confidential Letters of Support (one must be from your proposed supervisor)
3. Formal evidence of offer or acceptance of a Postdoctoral position
4. Formal evidence of awarded funding for 2018-19
5. Curriculum Vitae

Important Dates

- Applications Open: 1 May 2018
- Completed Applications Due: 3 July 2018
- Results Available: 31 July 2018
- Funding Commences: September 2018 or January 2019

Guidelines for completing the online application form:

BACKGROUND INFORMATION	
Applicant Name	

Academic status and Department	
Supervisor Name	
Institution/University	Please list the institution where the funds will be held.
Project Title	
Start Date for Funding	September 2018 or January 2019
<i>Note: Use bullet points or paragraph form for the following sections.</i>	
SCHOLARLY MERIT & QUALITY OF PROPOSED RESEARCH (40%)	
Biography and Career Goals (max. 300 words)	Briefly describe the following: 1) Your educational and career experience; 2) Your current career goals; 3) Where you see yourself in 5 years; and 4) How you see your participation in MEOPAR helping you to achieve your goals.
Statement of Research Focus (max. 300 words)	Using plain language, describe the following: 1) Your research plan; 2) Your targeted user population(s), if applicable; 3) The expected value or impact of the research; and 4) Potential applications of the research.
Research Objectives (max. 300 words)	In this section, describe the following: 1) Overall aim of the research; 2) Specific objectives (if available); and 3) Specific research questions (if available).
Proposed Plan for Funding (max. 250 words)	In this section, discuss how you propose to use the award funds. The following are acceptable uses of award funds: <ul style="list-style-type: none"> • Increase stipend for financial flexibility; • Participate in training and networking opportunities; • Present and discuss results at national and international conferences and other forums; • Purchase or fund specialized equipment, travel, or supplies for their research; and • Offset costs associated with publication. Examples: Applicant A proposes to use \$10,000 to increase their stipend, \$5,000 for conference fees and travel, and \$5,000 for publication costs.

	Applicant B proposes to use \$15,000 to purchase specialized research equipment and \$5,000 for training workshops and travel.
FIT WITH MEOPAR'S GOALS AND PRIORITIES (40%)	
Alignment with MEOPAR (300 words)	<p>In this section, describe how your proposed research connects to MEOPAR's organizational objective and challenge area(s).</p> <p>Proposed research must address MEOPAR's organizational objective: "To connect partners, resources and expertise to prepare for risks and take advantage of opportunities in the changing marine environment."</p> <p>Proposed research must be linked to one of MEOPAR's four challenge areas: Ocean Observation; Forecasting/Projection; Coastal Resilience; and Marine Operations/Transportation. Applicants are strongly encouraged to familiarize themselves with MEOPAR's Strategic Plan for more information.</p>
Potential for Impact (max. 300 words)	<p>Research impact is a critical outcome of the MEOPAR Network. Impact comes in a variety of forms, including social, scientific, technological, and policy-based. In this section, as applicable, address the following:</p> <p><i>Scientific Impact (mandatory)</i></p> <p>i. What are the key scientific outputs from this research? ii. How will these be communicated to the scientific and/or knowledge-using communities?</p> <p><i>Social and Environmental Impact (if applicable)</i></p> <p>i. What are practical benefits of your research to society and/or the environment? ii. How will these benefits be achieved?</p> <p><i>Technological Impact (if applicable)</i></p> <p>i. What are the novel aspects and contributions of your research from a technical point of view? ii. How will these be achieved?</p> <p><i>Policy and Operations Impact (if applicable)</i></p> <p>i. How might policies and services be transformed by your research? ii. How will these changes be achieved?</p>
QUALITY OF TRAINING ENVIRONMENT (20%)	
Industry and/or Community Partners (if applicable)	All MEOPAR researchers and trainees have access to MEOPAR's partner network. We expect that most MEOPAR research projects will be carried out in conjunction with a community or industrial partner,

(max. 300 words)	<p>for example: a company, an NGO, a coastal community, or a government department or agency.</p> <p>In this section, address the following:</p> <ol style="list-style-type: none"> 1) Specify how your project is aligned with partner goals, their role and contribution in the project and how you will work directly with this partner(s). 2) If your research does not currently involve working with a partner organization, identify the type of partner that would be appropriate for your research and how your research might benefit from partner engagement (e.g. knowledge mobilization, experiential learning, co-development of technology). Where possible, MEOPAR will link trainee projects with appropriate MEOPAR partners.
<p>In what ways will your project go beyond conventional disciplinary boundaries? (max. 300 words)</p>	<p>Transdisciplinary research (working across and with other disciplines than your own) is an important aspect of MEOPAR.</p> <p>In this section, please address the following:</p> <ol style="list-style-type: none"> 1) Describe your plans for networking across disciplines within MEOPAR. 2) How does your proposed project link with other projects/activities in the MEOPAR Network?
<p>Training Context (max. 300 words)</p>	<p>Describe resources available through your proposed supervisor, department, and institute:</p> <ol style="list-style-type: none"> 1) Is this project part of a bigger program of research? 2) How will your project link to and be supported by the larger research program?
<p>Other Funding Obtained</p>	<p>Provide the total amount of matching funds and support already received (including all stipends), and the source of funding for the proposed award period.</p>

C. Required Documents

1. Online Application Form

The content of the online application form is described above to help you prepare for the online submission.

When you are ready to submit an application online, review the instructions here:

http://meopar.ca/uploads/Postdoc_Portal_Instructions_2018.pdf

2. Two Confidential Letters of Support (one must be from your proposed supervisor)

Letters must be sent via email (laura.avery@meopar.ca) directly by the referee using their department

letterhead. Electronic signatures or scanned signed documents are acceptable.

You need two confidential letters of support:

- A letter from an individual familiar with your research, academic background, and aptitude; and
- A letter from your proposed academic supervisor indicating engagement in a postdoctoral position and agreement with your proposed use of the award funds.

3. Formal evidence of engagement in a Postdoctoral position

Postdoctoral fellows can submit a copy of their engagement letters as formal evidence of admission to a postdoctoral position. If an engagement letter is not available, a letter from the applicant's supervisor is sufficient. Please include the award period and funding amount in the letter, and save it in PDF format.

4. Formal evidence of awarded funding for 2018-2019

MEOPAR Postdoctoral Fellowship Awards are intended to enhance existing funding support to promising new scholars. Applicants must receive financial support from additional sources; MEOPAR project funds are an ineligible source of matching funds for this competition.

You can use any of the following as formal evidence of application or awarded funding. Please submit your document in PDF format:

- Award offer letter
- Email confirmation from your supervisor of committed funds
- Letter from funding agency
- Postdoctoral award/engagement letters
- Letter from postdoctoral supervisor which outlines the award period & funding amount

5. Curriculum Vitae (CV).

Please submit your CV as a PDF.