Izaak Walton Killam & Grant Notley Memorial Postdoctoral Fellowships: Application Instructions

FACULTY OF GRADUATE AND POSTDOCTORAL STUDIES
KILLAM CENTRE FOR ADVANCED STUDIES
2-29 TRIFFO HALL

Phone: 780.492.9460 Fax: 780.492.0692
grad.awards@ualberta.ca
www.ualberta.ca/graduate-studies

Postdoctoral Fellow applicants wishing to apply for the 2027 Killam-Notley Postdoctoral Fellowship competition must complete the Izaak Walton Killam & Grant Notley Memorial Postdoctoral Fellowships Application Form and Required Document Attachments as one package and submit to the Chair or designate of their proposed Department by their own internal deadline. GPS will not accept packages submitted directly by applicants. Applicants are to confirm their eligibility and read all information on GPS' website prior to preparing an application. The deadline for Departments to nominate selected candidates to GPS is **January 15, 2027.** Applicants are to contact their proposed Department regarding their internal deadlines, and application and nomination status.

Application Form

Form fields are to be completed in their entirety. Applicants who have previously attended or been affiliated with the UofA as a student (undergraduate/graduate/visiting/open studies) or employee in any capacity are to indicate their UofA ID, if known.

Required Document Attachments:

Each section below **must** follow the presentation standards and page limits as stated. Submissions that exceed page limits or are missing attachments will be rejected. Submissions that do not meet presentation standards will be at a disadvantage. For questions related to the content of each section, applicants are encouraged to consult with their proposed supervisor(s). Completed form and documents are to be submitted as one PDF to the Department.

1) Statement of Proposed Research Project: two double-spaced typed page using a font size of 12 or greater; no exceptions will be made regarding the length. The Statement should include the following information and be written using lay language for a non-technical audience

- The objectives of the proposed research project
- Brief methodology
- An explanation of the novelty and potential significance of the proposed research and the contribution that the research will make to the advancement of knowledge
- The plan to disseminate the findings and/or enhance the potential for impact
- References can be on additional pages

Applicants are encouraged to take into account, when applicable, diversity (gender, sex, age, culture, religion, etc.) in their proposed research (from its design to the analysis of the research findings).

2) Statement of Research Experience: maximum four double-spaced typed pages using a font size of 12 or greater; no exceptions will be made regarding the length

- References can be on additional pages

3) Statement of Community Engagement: maximum one double-spaced typed page using a font side of 12 or greater; no exceptions will be made regarding the length

- The statement should detail how the applicant engages with the community at large, both in terms of research focus/methodology and personal engagements
- Applicants are to describe their approach and understanding of community engagement; they are to confirm they will engage with the community, and they are to describe they method they will use

4) Window of Eligibility Special Circumstances (if applicable): maximum one double-spaced typed page using a font side of 12 or greater; no exceptions will be made regarding the length

- Applies **only** to career interruptions in which the eligibility window can be extended for one or more of the reasons outlined in the eligibility criteria, or for health professionals with post-degree clinical training; unrelated circumstances provided will be redacted

5) Curriculum Vitae

- A generic CCV format is preferred but is not required
- List refereed publications or conference proceedings, beginning with the most recent
- List publications in which you are author or co-author that are published, in press, and/or accepted for publication in refereed journals
- For papers in press, indicate the date of acceptance by the editor
- Begin each entry on a new line and state the full authorship, the year, the title, the name and volume of the journal, and the first and last page numbers. The authorship should be identical to that of the original publication
- A list of any academic honors or awards

6) Provide a certified true copy of PhD, PhD-equivalent or health professional degree fulfillment. If the degree has not been conferred, a signed letter from your university Registrar or Faculty of Graduate Studies (or equivalent) confirming the degree requirements have been met, and the certificate is to be awarded. Scanned documents are acceptable

- Applicants who have not fulfilled all requirements for their degree at the time of application must do so prior to commencing the Fellowship. In this case, a letter from the supervisor/department or final exam committee confirming the expected defense and program completion date is to be provided.
- All documents submitted must be in English, as well as the original language in which they were written. A certified translator, not yourself, must prepare the English version of any documents not originally in English
- Transcripts are not required

7) Proposed UofA Supervisor Letter of Support: to be included with the full application (does not have to be emailed to GPS separately)

- Letter must be signed by the proposed UofA research supervisor and be on institutional letterhead (electronic signatures are acceptable). Note: the proposed supervisor (and/or co-supervisor if applicable) cannot also provide a Letter of Appraisal.
- If you also have a co-supervisor, only one Letter of Support will be accepted by either the supervisor or co-supervisor

8) Biographical Sketch Form: from the U of A primary research supervisor

- The Supervisor is to complete the required Biosketch Form **(must be in this format)**
- If you also have a co-supervisor, only the Biosketch form from the supervisor is required

9) Arrange for Three Letters of Appraisal: from persons familiar with your academic work. As these letters are confidential, they are to be sent directly to the Chair (or delegate) of the department to which you are applying; letters sent by email are acceptable

- Must not include a letter from the proposed supervisor (or co-supervisor) as a Letter of Support is already provided
- Only have **three** appraisals sent. Any additional letters will be removed prior to the competition
- All letters of appraisal must be signed by the appraiser and be on institutional letterhead (electronic image signatures are acceptable). They should contain a substantive evaluation of your ability and not be merely testimonials, as the fellowships are intended primarily for those who are seeking to establish themselves in their chosen field
- Letters must be in English, or if in another language, a certified translation included with the original language
- Applicants are responsible for supplying their referees with the documents necessary for them to write their respective letters
- Applicants should contact their referees well in advance of the application deadline date.
- It is the applicant's responsibility to follow up with referees to ensure the assessments are submitted in sufficient time prior to the department internal deadline

The University of Alberta is committed to an equitable, diverse, and inclusive workforce. We welcome applications from all qualified persons. We encourage women; First Nations, Métis and Inuit persons; members of visible minority groups; persons with disabilities; persons of any sexual orientation or gender identity and expression; and all those who may contribute to the further diversification of ideas and the University to apply.

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FELLOWSHIP CATEGORY (select all that apply): The maximum is one application per category. One applicant may be nominated for more than one category by their Department, if eligible (ex. Killam, Notley, or Killam + Notley). Select all categories in which you wish to be considered for.

☐ **Grant Notley Fellowship**
**Available only for research in politics, history, economy, society, or related fields, of Canada, with preference given to research of Western Canada.*

☐ **Izaak Walton Killam Fellowship**

UofA ID (if applicable)	Prefix	Applicant Last Name (Surname)	First (Given) Name	Middle Name (if applicable)

Email address	Telephone number

Address (Street/Apt, City, Province/State, Postal/Zip Code)	Country

Country of Origin	Country of Citizenship	Canadian Citizenship Status
		Select

Identified Population Group (s)

**Departments may recommend applicants who-self identify as Indigenous or Black above the nomination quota. By completing this section you declare the self-identification status and agree to your information being used for this purpose. If you do not wish to disclose the following information please leave blank.*

Indigenous Researcher First Nation ☐ Inuk (Inuit) ☐ Métis ☐

** "Indigenous peoples" is a collective name for the original peoples of North America and their descendants. For the purposes of these programs, GPS uses the Canadian Constitution act, 1982 definition as including the Indian, Inuit and Métis peoples of Canada.)*

Black Researcher ☐

** Must be of African descent and who self-identify as Black, African-Canadian, African-American, or Afro-Caribbean or Afro-Latino heritage*

Gender	Parental Status	Preferred Pronouns (He/Him; She/Her; They/Them)

Proposed UofA Department or non-departmentalized Faculty	Proposed UofA Faculty
Select	Select

Proposed start date of postdoctoral appointment at the University of Alberta (MMM/DD/YYYY):

Name of Proposed UofA Supervisor	Proposed Supervisor's email

Name of Proposed Co-Supervisor (If applicable)	Proposed Co-Supervisor's email (If applicable)

Title of Research Proposal (do not leave blank)

ACADEMIC BACKGROUND: begin with the highest degree first and all other in reverse chronological order, based on start date. Doctoral degree must be completed within 3 years from GPS' nomination deadline of December 20, 2024 (on or after December 20, 2021) or will do so prior to commencing fellowship. **If you have not yet completed your doctoral degree, indicate your estimated completion date*

Name of Institution	**Location**	**Degree Program**	**Start Date** (MMM/DD/YYYY)	***End Date / date degree requirements have been met (not conferral date)** (MMM/DD/YYYY)	***Date Degree conferred or expected** (MMM/DD/YYYY)

OTHER AWARDS APPLIED FOR OR HAVE BEEN AWARDED: (Yes or No required; please do not leave blank)

Have you applied/do you plan to apply for other postdoctoral fellowships or have you recently been awarded a major award that provides a stipend for postdoctoral studies? (ex. Banting/CIHR/NSERC/SSHRC Postdoctoral Fellowship program; Alberta Innovates; MITACS Postdoctoral Fellowship programs; Canadian Blood Services Postdoctoral Fellowship program; other university/external funding sources) Yes No

If Yes, please indicate name of fellowship(s) you have applied for and/or recently been awarded:

Name of Fellowship or Award	**Status (Applied/ Awarded)**	**Value**	**Start Date** (MMM/DD/YYYY)	**End Date** (MMM/DD/YYYY)

NAMES & INSTITUTIONAL AFFILIATION OF THREE REFERENCES

**Letters of Appraisals are to be sent directly to the Chair of the Department to which you are applying*

Full Name of Referee	Position	Department & Institution

Attach all Required Document Attachments in the SAME order AFTER this form to complete the application *(please read instructions before completing this section):*

- ☐ **1) Proposed Research Project (2 pg max)**
- ☐ **2) Statement of Research Experience (4 pg max)**
- ☐ **3) Statement of Community Engagement (1 pg max)**
- ☐ **4) Window of Eligibility Special Circumstances (if applicable)**
- ☐ **5) Applicant CV**
- ☐ **6) Copy of PhD, PhD-equivalent or health professional degree or letter confirming degree requirements will be/have been met)**
- ☐ **7) UofA Supervisor Letter of Support**
- ☐ **8) UofA Supervisor Biosketch Form**
- ☐ **9) 3 Letters of Appraisal **referee to send directly to Department***

DECLARATION: I declare that, to the best of my knowledge, the information provided in this application and attachments is true and that no material has been withheld.

Applicant's Signature (electronic or hand-written)	Date (MMM/DD/YYY):

Personal information on this form is collected under the authority of Section 33(c) of Alberta's Freedom of Information and Protection of Privacy Act for authorized purposes including admission and registration; administration of records, scholarships and awards, student services; and university planning and research. Students' personal information may be disclosed to academic and administrative units according to university policy, federal and provincial reporting requirements, data sharing agreements with student governance associations, and to contracted or public health care providers as required. For details on the use and disclosure of this information call the Faculty of Graduate Studies and Research at 780-492-3499 or see http://www.ipo.ualberta.ca/.