Date: Wednesday, March 9, 2022

To: Associate Deans (Research), Faculties, Department Chairs

From: Award Services, Faculty of Graduate Studies and Research

Re: 2022-2023 Banting Postdoctoral Fellowships – Preliminary Competition

The Faculty of Graduate Studies and Research (FGSR) is pleased to announce the details of the 2022-2023 Banting Postdoctoral Fellowships competition at the University of Alberta. Although the competition has not yet been formally launched by the Banting Secretariat, notification is hereby provided of the FGSR preliminary application process.

The University uses a two-part process to select a limited number of individuals who will be invited to prepare a full application: 1) Preliminary Application Package submission, and 2) Full Application submission. This Preliminary Application Package is for use in the University of Alberta’s internal adjudication to determine which applicants will be invited to prepare a Full Application.

The following is a summary of the two-part process with Faculty roles. Refer to the 2022-2023 Banting Postdoctoral Fellowship: University of Alberta Internal Process and Timeline.doc for a comprehensive list of 2022 dates and processes (note this document is subject to change once the program officially launches; any revisions and confirmed dates will be circulated). Applicants are to confirm their eligibility and read all information on the Banting PDF website prior to preparing a Preliminary Application Package.

1) Preliminary Application Package submission

May 2, 2022: deadline for all postdoctoral fellow applicants wishing to be considered for this year’s competition to submit the mandatory Banting Preliminary Application package to their Faculty.

Faculties are required to review applications for completeness and pre-screen applications to ensure fit with the Department/Faculty sponsoring of the application. If the Faculty decides not to pursue an application further, they must notify the applicant and proposed supervisor. Faculties are also responsible for communicating any feedback generated from their internal review directly to the applicant to aid in revising the Preliminary Application Package. FGSR will not accept packages submitted directly by applicants. The package consists of the following:

- Banting Preliminary Application Form
- Research Proposal
- Significance of Research Contributions
May 16, 2022: Faculty deadline to submit Preliminary Application Packages to FGSR (grad.awards@ualberta.ca). The preliminary packages will be evaluated by Agency-based (CIHR, NSERC, SSHRC) sub-committees. Candidates will be advised if they are selected to proceed to completing part 2) Full Application. As this is a mandatory preliminary assessment, applicants who bypass this process will automatically be rejected.

2) Full Application submission

By June 25, 2022: Agency-based subcommittees will select the applicants to prepare full packages for submission.

End of June, 2022: FGSR will notify all sub-committee chairs, the Research Services Office (RSO), and VDR/ADR in each Faculty of the names of individuals invited to prepare a full application for submission.

August 20, 2022: Applicants’ proposed supervisor will be responsible for creating a New Project Request through the Research Services Office (RSO) Researcher Home Page. The following guides are available for applicants to provide to their supervisor and references: PDF Guide for Supervisor and PDF Guide for Referee.

Late August, 2022: Faculty is responsible for ensuring the New Project Request has been approved by all levels and is with the RSO for their review and approval. Faculty is responsible for submitting the following to FGSR: draft Letter of Endorsement, complete application, and a copy of the Supervisor’s approval from the Researcher Home Page. Ensure all pronouns are correct. This is required in order to receive the Letter of Endorsement from the FGSR.

Draft Institutional Letter of Endorsement: Maximum of 1 page following Banting Presentation Standards; on institutional UofA letterhead – do not sign (FGSR institution delegate will sign). This letter is for endorsement only and will not be sent to the selection committee for review. Refer to the Banting Application Guide for complete details and guideline requirements.

The Associate/Vice Dean (Research) of the corresponding Faculty will be responsible for ensuring the entire package is reviewed and polished by the final deadline. Referee letters should be solicited if not already done, and points to address in the letter should be provided to referees. The Associate/Vice Dean (Research) must clearly explain to referees the requirement that all references must be uploaded to ResearchNet by the referee by the deadline or the entire application cannot be submitted.

Early to mid September: nominee is responsible for submitting their full application in ResearchNet.

For any questions regarding this year’s competition, please contact grad.awards@ualberta.ca.

Sincerely,

FGSR Award Services