



CAHR-CANFAR EXCELLENCE IN RESEARCH AWARDS

NOMINATION GUIDELINES AND FORMS

With a membership of more than 2,000 researchers and others interested in HIV research, the Canadian Association for HIV Research (CAHR) is the leading organization of HIV/AIDS researchers in Canada. CAHR is excited to launch a new awards program to recognize and support individuals and groups in the field of HIV research.

The Canadian Foundation for AIDS Research (CANFAR) is Canada's only independent charitable foundation dedicated to eliminating HIV and AIDS through research. By funding promising Canadian AIDS research and spreading awareness through education campaigns, CANFAR is working to end AIDS globally. Since 1987, CANFAR has awarded more than \$20-million to HIV and AIDS research projects.

In 2017, CAHR and CANFAR joined together to create the Excellence in Research Awards. Together, CAHR and CANFAR will bestow up to five Excellence in Research Awards every year to highlight the achievements of researchers actively contributing to HIV research in their respective discipline.

CAHR reserves the right to not award all five based on quality of applicants.

Deadline: March 1, 2019*

Only complete nomination packages received by CAHR will be considered for the award.

***Note: The deadline is extended for applications in the Community-Based Research Category only.**

WHAT YOU WILL FIND IN THIS PACKAGE:

- Nomination Guidelines**
- Nomination Form**
- Submission Checklist** including statement of nomination, two letters of recommendation, and nominee curriculum vitae

For questions regarding these awards, contact CAHR at trainingandawards@cahr-acrv.ca

Canadian Association for HIV Research
236 Metcalfe Street Suite 302
Ottawa, ON K2P 1R3
t. +1 613-747-2465

NOMINATION GUIDELINES

OVERVIEW

The CAHR-CANFAR Excellence in Research Awards are intended to highlight and celebrate the contributions of Canadian researchers in HIV/AIDS research in Canada and internationally. The awards are intended for individual researchers.

One nominee will be selected for each category. The Awards ceremony will be held at the annual CAHR conference:

- Basic sciences
- Clinical sciences
- Epidemiology and Public health
- Social sciences
- Community-Based Research

ELIGIBILITY

To qualify for nomination, please consider the following eligibility criteria.

At the time of application, the nominee must have five to fifteen years of research experience working as an independent or Principal Investigator (i.e. since faculty appointment if in academia).

The nominee must be a faculty member at a Canadian university and/or independent researcher at a Canadian institution involved in research. We also welcome nominations of organizational employees who are working primarily as researchers.

No self-nominations will be accepted. A second party must nominate a nominee.

Award winners must attend the next annual CAHR conference, and in particular the Awards Ceremony. Prior to submitting a nomination, please confirm with your nominee that they are available to attend the conference in its entirety.

For the CAHR-CANFAR Excellence in Research Award for community-based research, eligible candidates must be aligned with the CIHR definition of community-based research.

AWARDS AVAILABLE

Five Awards: One per category:

Nominations must clearly state only one of the following research streams:

- Basic sciences
- Clinical sciences
- Epidemiology and public health
- Social sciences
- Community-Based Research

Successful nominees will receive free registration to the next CAHR conference. By accepting a nomination, nominees agree to attend the conference if they receive the award.

EVALUATION CRITERIA

Reviewers will consider the following criteria:

Extent to which the nomination package outlines:

- Proof of the nominee's dedication as an active contributor to HIV research (general and in their specific stream)
- Proof of the nominee's high quality research achievements through published works, presentations, and active projects
- Evidence of a desire to synthesize, apply and translate past, present, and future research into the advancement of the Canadian and Global movements to end HIV

CAHR is committed to equity and inclusion, and welcomes applications from diverse Aboriginal, cultural and regional communities, across gender and sexuality spectrums and from people with disabilities.



ADDITIONAL AWARD INFORMATION

Please keep the following in mind when completing your nomination package and communicate these terms to the nominee.

- The nominator is responsible for providing all the information and support materials. CAHR will not follow-up if components are missing. Additionally, no extra material will be considered or seen by the adjudication team.
- Please ensure that any scans are clear and legible.
- Please notify CAHR if any contact information changes

CAHR 2019 will be held on May 9-12, 2019 in Saskatoon, SK.

For more information please visit <http://www.cahr-acrv.ca/conference/>

INFORMATION FOR SUBMISSION

HOW TO APPLY

To nominate a colleague, a complete awards package must be submitted in one single PDF document to trainingandawards@cahr-acrv.ca before the application due date. Please clearly identify the nominee name and research stream in the file name (*eg. LASTNAME_STREAM; BASIC, CLINICAL, EPIDEMIOLOGY, SOCIAL, COMMUNITY*)

A complete application must include:

- Completed nomination form
- Statement of nomination
- Two (2) letters of recommendation
- Nominee's curriculum vitae (CV)

AWARD DECISION

All applicants will be contacted via email by CAHR regarding the outcome of the adjudication process. At such time, winners will be asked to accept their award, and confirm their attendance at the upcoming CAHR conference.

Award winners must consent to having a short biography posted on the CAHR and CANFAR websites, and to be shared with funders for future organizational opportunities.

PERSONAL INFORMATION

The Privacy Act gives individuals the right to access and request correction of personal information about themselves. CAHR and CANFAR will protect personal information as required by the Privacy Act.

For more information or to answer any questions, please contact:

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t. +1 613-747-2465



CAHR-CANFAR Excellence in Research Awards 2019

PART 1: NOMINATOR AND NOMINEE (to be completed by the nominator)

| NOMINATOR | |
|--|----------|
| | |
| Nominator Name and Title | |
| Name of institution or place of employment | Position |
| Telephone | Email |

| NOMINEE | |
|--|----------|
| | |
| Nominee Name and Title | |
| Name of institution or place of employment | Position |
| Telephone | Email |
| Research Stream | |
| Years of experience in HIV research: | |



DECLARATION OF NOMINATOR

By submitting this application, the nominator and nominee consent to the following statements, indicated by checking the following boxes, and signing below:

- I have carefully read the criteria listed in the nomination package, and the nominee meets these conditions
- If the nomination is successful, the nominee consents to having their picture and brief biography published on the CAHR/CANFAR websites and for promotional purposes
- The nominee agrees to attend the CAHR 2019 Conference in Saskatoon, SK May 9-12, 2019 if their application is successful. The winner will receive free registration for the conference.

Signature of nominator

Date

Signature of nominee

Date



PART 2: LETTERS OF RECOMMENDATION

A maximum of **two (2)** letters will be accepted in the nomination package. Please submit letters in English and/or French.

EXPERTS PROVIDING LETTERS OF RECOMMENDATION

1)

Name and Title

Name of institution or place of employment

Position

Telephone

Email

Field or focus of Research

2)

Name and Title

Name of institution or place of employment

Position

Telephone

Email

Field or focus of Research



PART 3: STATEMENT OF NOMINATION

Limited to 500 words, please provide a statement which includes the following criteria:

- Proof of the nominee's dedication as an active contributor to HIV research in general and in their specific stream
- High quality of the nominee's research achievements through published works, presentations, and active projects
- Evidence of a desire to synthesize and translate past, present, and future research into the advancement of the Canadian and Global movements to end HIV

STATEMENT OF NOMINATION



SUBMISSION CHECKLIST

PLEASE ENSURE ALL ARE INCLUDED IN YOUR APPLICATION

- Completed nomination form
- Statement of nomination
- Two Letters of recommendation
- Nominee Curriculum Vitae

DID YOU...?

- Combine all material into a single PDF document
- Save document identifying the nominee name and research stream
(*eg. LASTNAME_STREAM; BASIC, CLINICAL, EPIDEMIOLOGY, SOCIAL, COMMUNITY*)
- Update header on nomination form with the same *LASTNAME_STREAM* identification
- Confirm with the nominee that they will attend CAHR 2019 if notified that their nomination was successful
- Submit application by email to trainingandawards@cahr-acrv.ca

Thank you for completing the application. All applicants will be contacted with the decision. For any questions or comments on how we can make this award process better, please contact us at:

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