

2023-2024 Banting Postdoctoral Fellowship Competition Summary

School of Graduate Studies, Memorial University of Newfoundland

Overview

The Banting Postdoctoral Fellowships program provides funding to the very best postdoctoral applicants, both nationally and internationally, who will positively contribute to the country's economic, social and research-based growth.

The objective of the Banting Postdoctoral Fellowships program is to:

- attract and retain top-tier postdoctoral talent, both nationally and internationally
- develop their leadership potential
- position them for success as research leaders of tomorrow

The awards are a maximum amount of \$70,000 per year (taxable) for up to 2 years (non-renewable), and 70 fellowships are awarded annually. Fellowships are distributed equally among:

- [Canadian Institutes of Health Research \(CIHR\)](#)
- [Natural Sciences and Engineering Research Council \(NSERC\)](#)
- [Social Sciences and Humanities Research Council \(SSHRC\)](#)

Thus, these fellowships are tenable only at the institution that supported the original application.

Host institutions play a critical role in the Banting Postdoctoral Fellowships Program. Institutions are asked to endorse only their highest-caliber postdoctoral researchers, and Letters of Endorsement from the host institution are required for complete applications.

At Memorial University, applications are submitted via the School of Graduate Studies for internal review by a selection committee. **Only those applications recommended by the committee to go forward in the competition will be provided a Letter of Endorsement by the institution.**

Complete details about the program are posted on the official [Banting Website](#).

Additional funding from Memorial University

Individuals who are successfully funded in the Tri-Agency Banting Post-doctoral Fellowship Competition will be eligible to receive a **Banting Postdoctoral Research Grant valued at \$10,000 per year**, to be jointly funded by Memorial's Vice-President (Research) and the School of Graduate Studies. No additional documentation is required for this internal opportunity during the Banting application process. The terms and conditions of this grant are as follows:

- The term of the Banting Postdoctoral Research Grant will coincide with the term of the Tri-Agency Banting Post-Doctoral Fellowship Award.
- To be eligible, the awardee will hold a post-doctoral appointment* with Memorial University for the term of the Banting Postdoctoral Research Grant. Should the appointment be terminated early, the balance of funds will be returned to Memorial University.
- The Banting Postdoctoral Research Grant will be held by the supervisor, to be administered on behalf of the awardee.
- The Banting Postdoctoral Research Grant is not transferrable to another institution.

- Eligible expenses will be as per the Tri-agency Financial Administration Guide except that the Banting Postdoctoral Research Grant funds will not be used as salary top-up for the awardee.
- The value of the Banting Postdoctoral Research Grant will be \$10,000 per annum to be paid out annually for a maximum of two years.

**Banting Postdoctoral Fellows are considered honorary appointments (PDF-H) at Memorial University. A PDF-H (Honorary Postdoctoral Fellow) is an appointee who receives no salary from University sources, is not part of the postdoctoral bargaining unit and therefore, is not subject to the collective agreement. Honorary postdoctoral fellows are governed by the document [Guidelines for Honorary Postdoctoral Fellows](#).*

Memorial University's Banting Postdoctoral Fellowship Competition

Stage 1 (Notice of Intent – please request an NOI application package; due Jul 10 at noon)

In Stage 1, applicants and supervisors submit a Notice of Intent (NOI) – [please see the section “How to begin your application” for instructions on how to obtain an NOI application package](#). Our internal Banting Selection Committees will review all NOIs in relation to the selection criteria. The committee will consider diversity on multiple levels (e.g., research discipline, gender, official language, cultural background, citizenship) when considering which applicants to invite to Stage 2 (Endorsement). The Stage 1 NOI consists of the following abbreviated application package:

- CCV (Vanier-Banting academic template)
- Research Summary (2 pages, written by applicant in collaboration with supervisor; reference list does not count toward page limit)
- Supervisor's Statement Summary (2 pages, written by supervisor)
- Significance of Research and Leadership Contributions (1 page, written by applicant)
- If applicable: Special Circumstances (maximum of 1 page)
 - Mandatory if you completed your PhD at Memorial.
 - Mandatory if, by Sep 20, 2023, you will have been a postdoc at Memorial for more than 6 months.
- If applicable: Agreement in Principle (AIP) for research impacting Indigenous groups
- Fulfillment of degree requirements form (needed to confirm eligibility)
- Referee Assessment Letter (maximum of 2 pages; written by referee and sent directly to SGS)
- Department Head signature (some units may also require Faculty-level signature; check with your unit) and documentation of commitments

Stage 2 (Endorsement; Invited applicants only; due Aug 28 at noon)

There is no set cap on the number of applicants Memorial can send to Stage 2 and subsequently endorse; however, given the level of collaboration required between Memorial and applicants, the rigour of the selection process, and the fact that only 70 fellowships are awarded nationally per year, Memorial will be highly selective. A Stage 2 submission consists of a full application package, though no additional referee assessments are required:

- CCV (Vanier-Banting academic template)
- Relevant fields in the Banting application in ResearchNet
- Research Proposal (maximum of 4 pages if in English, 5 pages if in French, including all graphs and images)
- Bibliography (maximum of 4 pages)
- Supervisor's Statement (maximum of 4 pages)
- Significance of Research Contributions (maximum of 1 page)
- Significance of Leadership Contributions (maximum of 1 page)
- Special Circumstances (if applicable; mandatory in certain circumstances; maximum of 1 page)
- Fulfillment of degree requirements form (only if updated from Stage 1)
- Faculty/School level signature and documentation of commitments

Timeline for Memorial University's Banting Postdoctoral Fellowship Process

Date	Responsibility	Tasks
Late Apr, 2023	SGS	Launch of competition at Memorial University.
Thu, May 11, 2023 from 11:00am - 12:30pm	SGS, Applicant, Supervisor	SGS hosts information session for potential Supervisors and Applicants. See information below for how to join.
Interim (2 months)	Applicant, Supervisor, Grant Facilitation Officers (GFOs), SGS	Applicant and Supervisor jointly prepare Notice of Intent. GFOs in units may be available to provide grant crafting support. SGS hosts strategy session (date TBD) and offers strategic consultations/advising, preferably in collaboration with GFOs.
Unit deadline: Inquire with unit	Applicant, Supervisor, Unit Department Head, Faculty level approver (some units)	A Departmental Approval Form must be included with your NOI submission. Some units may require both a Department signature and Faculty-level signature on this form; please check with your unit. Each unit will set their own deadline.
Mon, Jul 10, 2023 at NOON	Applicant	Stage 1: Notice of Intent deadline. Applicant sends all materials to SGS.
Interim (3 weeks)	SGS, Memorial's Banting Selection Committees	Memorial's Banting Selection Committees decide which applicants should submit full applications. Feedback and guidance for endorsed candidates is prepared.
Mon, Jul 31, 2023	SGS	SGS releases NOI results and feedback.
Interim (4 weeks)	Applicant, Supervisor, GFOs, SGS	Endorsed Applicant and Supervisor jointly prepare full application. GFOs in units may be available to provide grant crafting support. SGS available to provide strategic guidance.
Unit deadline: Inquire with unit	Applicant, Supervisor, GFOs, Faculty-level approver	Each unit will have their own process. A Faculty/School representative (usually the Associate Dean of Research or Dean) signs off on the full application and confirms all commitments.
Mon, Aug 28, 2023 at NOON	Applicant	Stage 2: Endorsement deadline. Applicant submits full application, Faculty approvals, and supporting documentation to SGS. This copy will be sent to the President to inform their endorsement.
Interim (3 weeks)	SGS, President's Office, Applicant, Supervisor	SGS works with President's Office on Letters of Endorsement. Applicant and Supervisor can polish their application for final submission but no changes that would influence the Letter of Endorsement can be made (such as changes to cash and in-kind contributions).
Mon, Sep 18, 2023 at 9am	Applicant	Applicant sends SGS their finalized application. No further edits can be made after submission.
As files received	SGS	SGS performs administrative check to confirm no changes have been made to cash or in-kind commitments between Aug 28 and Sep 18 versions. Once confirmed, SGS sends the Applicant and Supervisor a copy of the President's Letter of Endorsement.

Date	Responsibility	Tasks
Sep 20, 2022 by 9:30pm NL time (8pm ET)	Applicant	Final external deadline: Applicant submits their full application, including Letter of Endorsement, to the agency by the deadline date.
Oct – Dec, 2023	National Banting Selection Committee	Agency committee reviews all applications.
Mid-Feb 2024	Tri-council	Applicants will be notified by email when the results are available on ResearchNet.
Apr – Oct, 2024	Applicant, Memorial	Payments begin.

How to begin your application

1. Confirm your eligibility.

- Canadian citizens, permanent residents, and foreign citizens are eligible to apply for the Banting Postdoctoral Fellowship, provided they meet the eligibility requirements. Carefully review the [eligibility requirements](#) to ensure you are eligible.

2. Attend (or watch a recording of) the Banting Postdoctoral Fellowship Information Session for Faculty Supervisors and Applicants.

Date and time: Thursday, May 11, 2023 11:00 AM – 12:30 PM NDT time

Join link: <https://mun.webex.com/mun/j.php?MTID=mcc1c40507dab92394ce6a9644a19d591>

Webinar number: 2770 336 1234

Webinar password: RdDbqDBg536 (73327324 from phones and video systems)

Join by phone: +1-709-722-5626 Canada Toll (St.Johns); +1-416-915-6530 Canada Toll

3. Carefully review the following materials to understand what a successful application includes.

- Read the [Application Guide](#).
 - **Why you need this information:** It is important to understand the workload this application entails for both applicants and supervisors. It is also important to know what the application includes prior to reviewing the selection criteria, so you can think about where to address the criteria in your application.
- Read the [selection criteria overview](#) as well as the more detailed [Selection Committee Guide](#) prior to commencing your application. The guide lists the three evaluation criteria and has useful information on how the criteria are evaluated.
 - **Why you need this information:** As you will see, Banting Postdoctoral Fellowships selection committees are multidisciplinary, and applications should therefore be written with a non-specialist research audience in mind. You should also ensure that your application clearly addresses all of the evaluation criteria listed in the guide.
- Read the [Equity, Diversity and Inclusion](#) page. The EDI page provides guidelines and resources geared towards applicants, host institutions, referees, and reviewers and readers, and addressing the following topics: research respectfully involving Indigenous communities; reducing unconscious bias; and promoting equity, diversity and inclusion more generally.
 - **Why you need this information:** EDI considerations are taken very seriously both nationally and at Memorial, in relation to both the applicant and the proposed work. Our selection process carefully considers each applicant's career interruptions and personal circumstances. We also have stringent standards for research impacting indigenous groups.
- Review [Memorial University's Research Strategy Framework](#), [Strategic Research Themes](#), and [Strategic Plan](#). The Research Strategy Framework identifies the principles, goals and objectives that will guide Memorial's pursuit of research excellence, translation, and impact. It also identifies 10 cross-cutting

strategic themes that represent areas of existing research strength and/or emerging opportunity in which Memorial is particularly well-positioned to enhance its national and international reputation.

- **Why you need this information:** The Banting Postdoctoral Fellowships Program is distinguished from existing postdoctoral fellowships programs by its emphasis on the synergy between an applicant's individual merit and potential to launch a successful research-intensive career and the host institution's commitment to the research program and environment with which the applicant is to be affiliated (including synergy with the host institution's strategic priorities). This reading material will assist applicants in demonstrating this synergy between themselves (and their research) and our institution's strategic research priorities.
- Read the [Information for Referees](#). This page outlines the instructions given to referees assessing Banting applications.
 - **Why you need this information:** Banting applications are different than a typical scholarship. Referees are asked to evaluate (versus advocate for) your application. It is important to read through the instructions for referees so you can use this knowledge to select referees who could best evaluate your application.
- Review the [presentation standards](#) for any attachments you need to upload.
 - **Why you need this information:** All attachments to your application must be prepared according to the tri-council's standards. Applications submitted that are not prepared according to the instructions provided may be deemed ineligible. It is important to use the correct standards when drafting your documents so that you can gauge how much space you have available for your content. You should use all the space you have available.
- If your research involves or impacts Indigenous groups, review Memorial's [Policy on Research Impacting Indigenous Groups](#), and our FAQ on [Doing Indigenous research in a good way](#).
 - **Why you need this information:** Memorial requires that an agreement in principle (AIP) be in place for Research Impacting Indigenous Groups, and the tri-agencies have stringent standards for Indigenous research. Further information on this can be found later in this document.

3. Connect with a potential supervisor at Memorial.

A core component of the Banting assessment includes the match between the research interests/background of the supervisor and applicant, and the anticipated mutual benefits. It is vitally important that you develop a research plan in collaboration with your proposed supervisor. Before you contact a potential supervisor at Memorial, you should learn as much as you can about their research and reflect on how your proposed work aligns with theirs and with [Memorial's Research Strategy Framework](#). When you contact a potential supervisor, be sure to include the following:

- An explanation that you'd like to apply for a Banting Postdoctoral Fellowship, which requires a strong alignment with [Memorial's Research Strategy Framework](#), and between their and your research interests / background, with the goal of enhancing both of your work through your collaboration.
- A suggested outline of your research and why you feel your work aligns with theirs and with Memorial's Research Strategy Framework, and how working together could lead to mutual benefit.
- Your up-to-date CV.
- Further details about the opportunity (a link to the [Banting Postdoctoral Fellowship](#) website and a copy of this information package).

4. Once a supervisor is interested, let the School of Graduate Studies (SGS), your proposed Department Head, and the Grants Facilitation Officer (GFO) in your unit (if available) know that you intend to apply, so you can get the NOI application package and the support you'll need. Memorial University is invested in your success. The earlier you connect with us, the earlier you can receive the NOI application package and we can begin assisting you with creating a strong submission. We kindly ask that you email the following individuals:

- SGS staff: Dr. Kelley Bromley-Brits (kbromley@mun.ca), Special Projects Coordinator, SGS (main contact); and Ms. Tammy Power-Taylor (tpowertaylor@mun.ca), Scholarships Officer, SGS
 - SGS will send you templates and instructions for the NOI, which include tips and suggestions to draft a strong application. SGS can also answer any questions you may have about the competition and can provide strategic guidance.
 - SGS maintains a mailing list of interested applicants and supervisors and will send the latest Banting information to this list (by BCC). This will include information about our Application Strategy Session, which we highly recommend for all applicants and supervisors.
- The GFO responsible for your proposed unit (if available) ([click here for a list of GFOs](#))
 - If your unit has a GFO, they may be able to offer grant crafting services as you prepare your application, and/or assist with securing institutional commitments. If your unit does not have a GFO, SGS can offer assistance.
 - GFOs can let you know if your unit requires a Faculty-level approver for Stage 1.
- The department head of your unit ([click here for list of Faculties and Schools](#))
 - Department Heads are involved in approving your Stage 1 submission, and can notify you of their internal deadlines and processes.
- CC your supervisor on the message.

Please include the following information in your message:

- Subject line: **“Banting 2023-2024: Intending to apply; information and application package requested”**
- Your name and email
- Your proposed supervisor’s name and email
- Your proposed supervisor’s department and faculty/school
- The research council you are targeting (SSHRC, CIHR, NSERC)
- A request to the Department Head to send you the internal deadlines and procedures for securing their signature for the Stage 1 (NOI) sign-off.
- A request to the GFO (if available) to send you information on the supports they can offer as you prepare your NOI submission, and to see if your unit also requires a Faculty-level approver at Stage 1.
- A request to SGS for the application package, and to add you and your supervisor to Memorial’s Banting Mailing List, where the latest updates on the competition will be sent (via BCC).

Questions?

Please read this information package and all associated instructions carefully before contacting the School of Graduate Studies for additional clarifications.

If you have any questions about applying for a Banting Postdoctoral Fellowship with Memorial University, or would like any clarification on the information provided above, please contact Dr. Kelley Bromley-Brits, Special Projects Coordinator at the School of Graduate Studies, at kbromley@mun.ca.