

**BMS SCHOLARSHIP:  
STUDENT RESEARCH AND LEADERSHIP DEVELOPMENT**

Sponsored by BMS, the Canadian Psychological Association (CPA) and the Council of Professional Associations of Psychology (CPAP) wish to support student research and leadership/training/practice development in **all** areas of psychology.

For 2022:

- Up to two (2) awards will be dispersed per project for research-based submissions, at amounts up to \$2,500.00 per application.
- Up to five (5) awards will be dispersed to individuals wishing to pursue training, either practice or leadership focused, at amounts up to \$500.00 per application.

**ELIGIBILITY CRITERIA**

At the time of application and if successful, over the term of the funding,

- between the student applicant the supervisor, there must be a member in good standing for each organization [e.g., if the student applicant is an affiliate of the CPA, the supervisor must be a member of a Provincial/Territorial association. If the student applicant is an affiliate of the CPA and a P/T Association, the supervisor can be a member of either organization, or vice versa].

CPA Section Associates are not eligible to apply.

Of note, students can only be funded once during the lifetime of this funding program.

Applications by co-applicants will not be accepted/considered.

**USE OF FUNDS**

Awarded funds can be used to cover expenses as follows:

<b>Research-Based Submissions</b>	<b>Leadership and Practice-Focused Submissions</b>
Direct research costs such as participant honorarium equipment, research assistant (see Eligible and Not Eligible Expenses for full list) but <b>cannot</b> be used to fund travel to attend conferences.	Enrollment in a course/workshop, registration for a leadership or practice event, or other activity with appropriate justification.

**ADJUDICATION OF APPLICATIONS**

In evaluating applications, the adjudication committee will consider the following:

Research-Based Submissions	Leadership and Practice-Focused Submissions
<p>Applicant’s Qualifications (scholarships &amp; awards, publications, conference presentations &amp; other relevant experience)</p> <p>Merits of Proposal (rationale &amp; background; feasibility, design &amp; methods; potential impact &amp; originality)</p>	<p>Relevance to career development</p> <p>Area of psychological study and practice</p>

**APPLICATION REQUIREMENTS**

Applications can be submitted in English or in French.

Applications not meeting all proposal requirements will not be considered for funding.

Research-based Submissions	Leadership and Practice-Focused Submissions
<ul style="list-style-type: none"> <li>• An abstract of <b>250 words or less</b> summarizing the research project.</li> <li>• A description (maximum 5 double-spaced pages including references, figures) outlining the rationale and background, feasibility, design and methods, potential impacts, and originality.</li> <li>• Status/proof of REB review process.</li> <li>• Specific amount requested, including an itemized budget. If the BMS funding will only cover part of the costs, indicate institutional, personal, or other sources of support sought or obtained.</li> <li>• CV of applying student.</li> <li>• A statement from the student's department chair that the department supports the student's application and will comply with the CPA’s rules for funds administration if the student's application is successful. The appropriate University administrator's name, email address, postal address, title, and business phone number should be indicated. For research applications, the letter must note that expenditures will only be authorized once REB approval is obtained.</li> </ul>	<ul style="list-style-type: none"> <li>• A description (maximum 5 double-spaced pages) outlining the focus of the practice, training, or leadership activity, an overview of when/were the activity will take place, duration of the activity, intended objectives of the activity, and relevance to the applicant’s career development.</li> <li>• Status/proof of event/activity registration.</li> <li>• Specific amount requested. If the BMS funding will only cover part of the costs, indicate institutional, personal, or other sources of support sought or obtained.</li> <li>• CV of applying student.</li> <li>• A statement from the student's department chair that the department supports the student's application.</li> </ul>

**APPLICATION DEADLINE AND SUBMISSION PROCESS**

Applications must be received by 3pm EST on January 19, 2023. The successful recipients will be announced in late February.

Applications must be submitted electronically via the appropriate link

<b>Research-Based Submissions</b>	<b>Leadership and Practice-Focused Submissions</b>
EN Form: <a href="https://cpa.ca/machform/view.php?id=61626">https://cpa.ca/machform/view.php?id=61626</a>	EN - <a href="https://cpa.ca/machform/view.php?id=30405">https://cpa.ca/machform/view.php?id=30405</a>
FR Form: <a href="https://cpa.ca/machform/view.php?id=97575">https://cpa.ca/machform/view.php?id=97575</a>	FR - <a href="https://cpa.ca/machform/view.php?id=65358">https://cpa.ca/machform/view.php?id=65358</a>

**RELEASE OF FUNDS**

For funded research projects, the CPA will release funds to the student’s university upon receiving a valid certificate of compliance from the Research Ethics Board (REB) of the applicant's institution.

For funded practice and leadership-focused activities, the CPA will release funds directly to the funded applicant upon receiving confirmation of registration in the specified activity.

**GENERAL RULES AND RESPONSIBILITIES OF GRANT RECIPIENTS**

Successful applicants will be expected to provide a final (or progress) report to the CPA (approximately 500 words) within 18 months of receiving funding; successful applicants will also be expected to submit a 150-word write up for *Psynopsis (or Psygnatures)* and their provincial association’s newsletter or website.

BMS should be acknowledged in any publications or presentations resulting from the research or presenting on the leadership or practice activity.

Research funds are awarded to eligible students and are administered through the institution's administration systems. The student grantee authorizes expenditures in accordance with the CPA’s policies and requirements, as outlined here, and with institution policies. No one may initiate or authorize expenditures from the CPA grant account without the student grantee's delegated authority. Each institution establishes appropriate procedures, systems, and controls to ensure that the CPA’s requirements are followed. The institution has the right and responsibility to withhold and withdraw approval of expenditures proposed by a student grantee that contravene the CPA's requirements or the institution's policies and, when appropriate, to seek advice or ruling from the CPA as to eligibility of expenses.

Funds must contribute towards the direct costs of the research or practice/leadership training for which the funds were awarded, and the benefits should be directly attributable to the grant. For research awards, the institution pays for the indirect or overhead costs associated with managing the research funded by the CPA.

The CPA follows the Canadian tax regulation for reporting and as such, will be required to issue a T4A. The CPA will provide funded applicants with a secure link by which to obtain their social insurance number.

#### **DISSEMINATION OF OPENING OF CALL FOR APPLICATIONS**

The CPA will provide the link/call for applications to CPAP (CPA Board Partner representing CPAP and Executive Director, CPAP) to disseminate.

The CPA will use its various mechanisms to disseminate the call for applications, including but not limited to :

- CPA's website
- CPA's social media channels (twitter, facebook)
- CPA's electronic newsletter and quarterly magazine
- CPA Sections
- Directors of Training
- Chairs of Psychology Departments
- CPA Partner representatives (CPAP, CSBBCS, CCPPP, CCDP)

#### **ELIGIBLE RESEARCH GRANT EXPENSES**

- Research personnel (e.g., research assistant)
- Consulting fees (e.g., programmer, statistician)
- Fees paid for the purpose of participant recruitment, such as modest incentives to consider participation (i.e., to establish a potential participant pool), where approved by a Research Ethics Board
- Fees paid to research participants, such as modest incentives for participation, where approved by a Research Ethics Board
- Materials

#### **ELIGIBLE PRACTICE/TRAINING/LEADERSHIP EXPENSES**

- Registration fees to participate in practice or leadership event
- Fees for print or digital materials to support learning objectives of event
- Travel and hotel costs to attend in-person event
- Meal costs (based on CPA schedule) not otherwise provided by in-person event

#### **NON-ELIGIBLE EXPENSES**

- Costs of alcohol
- Costs of entertainment, hospitality, and gifts
- Travel/registration/accommodation costs related to attending a conference
- Costs related to staff awards and recognition
- Education-related costs such as thesis preparation, tuition, and course fees, leading up to a degree
- Costs involved in the preparation of teaching materials
- Costs of basic services such as heat, light, water, compressed air, distilled water, vacuums, and janitorial services supplied to all laboratories in a research facility
- Insurance costs for buildings or equipment

- Costs associated with regulatory compliance, including ethical review, biohazard, or provincial or municipal regulations and by-laws
- Monthly parking fees for vehicles, unless specifically required for field work
- Sales taxes to which an exemption or rebate applies
- Costs of regular clothing
- Patenting expenses
- Costs of moving a lab