Health Research BC – Conconi Family Foundation BioDevice Innovation Fellow Program

The application comprises:
- CV (up to 6 pages)
- Letter from Sponsor and Collaborators
- Application form

Letter from Sponsor

You need to upload a letter from a sponsor from SBME PI who is willing to: (a) provide research ecosystem, (b) mentorship, (c) budget support for your proposed research program.

Optionally, you can include up to 2 letters of collaboration from individuals or organizations.

Application form

Formatting requirements:

- Font: 11-point Arial (or equivalent)

- Spacing: Single-spaced

- Page Size: Letter (8.5" × 11")

- Margins: 1 inch on all sides

- File format: PDF

- Color: Black text only, high print quality

1. Applicant Information

- **First Name:** _____
- **Last Name:** _____
- **Current Affiliation and Designation:** _____
- **Date of PhD (or Equivalent) Completion:** _____
- **Have you experienced any career interruptions? (Yes/No; if yes, briefly explain)**

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2. Research Career Trajectory

Describe the path of your research career — from your earliest training to your current role and future goals.

Please structure your response as a point-form list, ordered chronologically (least to most recent). Include both formal training (e.g. MSc, PhD, postdoctoral, clinical fellowships) and informal experiences (e.g. mentorships, lab exchanges, industry placements).

For each stage, include:

- **Dates**
- **Institution**
- **Supervisor or Mentor** (include their area of expertise)
- **Brief summary of the experience**
- **Skills or knowledge gained** and how this stage contributed to your career development

Character limit: 3700 characters

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3. Award Impact Statement

Briefly describe how receiving this Fellowship will support your career progression.
Focus on how the funding will help you advance your independent research, establish key collaborations, or build your leadership in biodevice innovation.

Character limit: 500 characters

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4. Most Significant Contributions to Research and Impact

Describe up to **five (5)** of your most significant research contributions and their broader impact. For each, explain how your work has:

- Advanced the field of biomedical engineering or related disciplines

- Informed or influenced research users (e.g., clinicians, industry, policymakers, or community partners)

- Demonstrated your ability to lead innovative, translational research

Each contribution should help reviewers understand the relevance of your experience to the goals of this Fellowship.

For each contribution, include (*Character limit: 400 characters*)

- **Type of Activity**: e.g., publication, dataset, knowledge translation initiative, intellectual property

- **Description**: A concise summary with appropriate context

- **Impact**: Describe who was impacted and how (e.g., patients, collaborators, research teams, external stakeholders)

- **Your Role**: Detail your contributions (e.g., concept design, data collection, analysis, mentorship, writing)

Supporting Documents (Optional)

You may upload up to **5 PDFs** related to these contributions. Examples:

- Preprints or published articles

- Presentation or keynote invitations

- Documentation of datasets or software tools

- Letters of support from partners or collaborators

Note: We encourage clear narrative descriptions that demonstrate the significance and originality of your work. Please avoid relying on publication metrics (e.g., journal impact factor, H-index, citation counts) as proxies for research quality.

Peer reviewers may use these supporting documents to access the quality of the contributions; however, they are not obliged to read these materials in their entirely.

Peer reviewers will access the Significant Contributions while taking into consideration information in the Applicant Expertise and Experience and Career Trajectory sections.

5. Project Keywords

List up to 7 keywords that reflect your research areas.

6. Title of Your Research Program

Character limit: 200 characters

7. Lay Summary

Write a clear, plain-language summary suitable for a non-scientific audience. Include:

- The knowledge gap your research addresses

- An overview of the research and knowledge translation activities

- Anticipated outcomes

- Potential impact on healthcare, policy, or future research

Note: This summary may be used to match peer reviewers and align with co-funding opportunities. If successful, it will be **posted publicly** on the SBME and Health Research BC websites.

Character limit: 1250 characters

8. Scientific Summary

Provide a concise overview of your research that can be understood by a **multi-disciplinary scientific audience**.

Your summary must include:

- The **main research objectives or questions**

- A brief description of the **research approach** and planned **knowledge translation (KT) activities**

- **Anticipated outcomes**

- Potential **impacts** on clinical or biomedical practice, public policy, and/or future research directions

Character limit: 1250 characters

(*This summary may also be used to help identify appropriate peer reviewers.*)

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9. Research Program

Upload a PDF (max. 10 pages, references in appendix**)** describing your full five-year research program. The program should consist of multiple coordinated projects unified by a central theme and aligned with your long-term research goals.

We recommend reviewing the program's **Evaluation Criteria** to ensure alignment with assessment priorities.

Your submission should include the following elements:

Content Requirements:
- **Background & Literature Review**: Provide context to help reviewers understand the research problem, prior work, and your approach.

- **Research Question(s)**: Clearly define your core questions and the knowledge gaps you are addressing.

- **Research Design & Methods**: Outline the methodological approach across your proposed projects.

- **Expected Outcomes & Impact**: Describe the anticipated results and their relevance to health, engineering, or biomedical innovation.

- **Integrated Knowledge Translation**: KT activities should be embedded in your research approach.

- **Equity, Diversity, and Inclusion (EDI) Considerations**: Describe how you will meaningfully and appropriately incorporate EDI principles into your research program.

- **Timeline & Milestones**: Provide a five-year timeline showing major phases, deliverables, and decision points.

- **Research Support**: Describe the environment and resources available to support your proposed research. For example: Access to mentors, thought leaders, and collaborators; Quality and practicality of your institutional or external setting; Facilities, personnel, and

infrastructure available to support your work; Community, clinical, or industry partnerships relevant to your research and KT/KE activities

- **Risk Management Plan**: Identify key risks and explain how you plan to mitigate them.

- **Linkage of the proposed project to the Biodevice Foundry**: Articulate how the project will benefit from the Biodevice Foundry and how some of the outcomes of the project will impact the community.

10. Appendices

Limit: 8 pages

Upload a single PDF file containing appendices that support your Research Program. These may include:

- References or citations

- Tables, charts, figures, and images

- Supplementary information relevant to your proposed work

Please clearly label each element so reviewers can easily understand how it supports your application.

Any essential data or materials should be included in the main 10-page Research Program document.