



Canadian Statistical Sciences Institute
Institut canadien des sciences statistiques

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How to Submit a Faculty Proposal for the CANSSI Distinguished Postdoctoral Fellowships (CDPF) Program

Audience: faculty members in statistical sciences at Canadian universities

Each year, CANSSI invites faculty members in statistical sciences at Canadian universities to submit project proposals outlining a comprehensive research and training experience for CANSSI-supported postdoctoral fellows. The projects are offered to applicants for CANSSI Distinguished Postdoctoral Fellowships and, if appropriate, related programs like the CANSSI Ontario Postdoctoral Fellowship in Statistics and the CANSSI-StatLab Distinguished Postdoctoral Fellowship.

This document explains how to complete the online submission process.

General information about the CDPF program and the link to the online submission form are available on the [CDPF web page](#).

Related Documents

[CDPF Program Description](#) – Read this first!

[CDPF Budget Template](#)

INSTRUCTIONS – ONLINE PROPOSAL SUBMISSION FORM

REQUESTED INFORMATION	INSTRUCTIONS
Eligibility	
☐ We have read the General Policy on Simultaneous Support from CANSSI Programs and confirm that the Supervisor and Co-supervisor	Check this box to confirm that you and your Co-supervisor meet the eligibility requirements.

are eligible to submit a proposal.	
Both the Supervisor and the Co-supervisor are members of the CRM StatLab. ☐ Yes ☐ No	Projects that are co-led by two members of the Centre de recherches mathématiques (CRM) StatLab are also eligible for the CANSSI-StatLab Distinguished Postdoctoral Fellowship program.
Both the Supervisor and the Co-supervisor are based in Ontario. ☐ Yes ☐ No	Projects that are co-led by statisticians situated in Ontario are also eligible for the CANSSI Ontario Postdoctoral Fellowship in Statistics program.
The Supervisor and/or the Co-supervisor are/is a member of CANSTAT. ☐ Yes ☐ No	Projects that are co-led by at least one member of the Canadian Network for Statistical Training in Trials (CANSTAT) and that focus on methodological developments relevant to the statistical design and analysis of clinical trials are also eligible for the CANSTAT-CANSSI Distinguished Postdoctoral Fellowship.
Supervisors	
Supervisor's contact information Full name Position Department University or organization Email address Phone number Web page/personal website	The Supervisor should typically be an Associate Professor or Professor in statistics or biostatistics at a Canadian university, with experience supervising PhD students and postdoctoral fellows. The Supervisor may be an Assistant Professor under certain circumstances. See the note under Mentor's Contact Information below for details.

Co-supervisor's contact information Full name Position Department University or organization Email address Phone number Webpage/personal website	The Co-supervisor should be a statistician employed at a Canadian institution other than the Supervisor's institution. If the Co-supervisor is not a faculty member at a university, a paragraph justifying the proposed arrangement and establishing the Co-supervisor's capacity to supervise the research of a postdoctoral fellow will be required in the "Project Information" section of the form.
Mentor's contact information (optional) Full name Position Department University or organization Email address Phone number Webpage/personal website	The Supervisor and Co-supervisor may both be Assistant Professors, provided that a more-senior colleague (i.e., an Associate Professor or Full Professor in statistics or biostatistics at a Canadian university) is included as a Mentor on the project. If the project includes a Mentor, the "Plan for Mentoring" below should include plans for how the more-senior colleague will be integrated into the project.
Project Information	
Title of the proposed research project	The title should clearly express the nature of the research that will be undertaken.
Was this project posted last year? ☐ Yes ☐ No	If this project was included in the project list for last year's CDPF competition, check "Yes." Otherwise, check "No."
Research project abstract	Provide a project description suitable for use in posting the fellowship position. The description should summarize the purpose and aims of the research, potential

	applications and/or theoretical impact, and the anticipated role and activities of the postdoctoral fellow. Upload your abstract as a Word or PDF document (up to 1/4 page/750 characters).
Research description	The proposed research should be suitable for a postdoctoral fellow in scope and sophistication. Describe the proposed research project, including research goals, possible approaches, potential applied and/or theoretical impact, the resources needed to complete the research, and where the research will be carried out. Indicate the roles of the Supervisor, the Co-supervisor, and the postdoctoral fellow and how the three will work together. If a Supervisor or Co-supervisor holds an NSERC Discovery Grant in the same research area, indicate how the postdoctoral project relates to the Discovery Grant. Upload the description as a Word or PDF document (up to 2 pages/6,000 characters, including references). Note: this section will NOT be used in the posting for the fellowship position.
Plan for interdisciplinary/applied experience	The project must include an immersive interdisciplinary or applied project. This should include a significant interaction with a researcher, organization, or group directly related to experiments, data, and application. Alternately, a methodologic interdisciplinary collaboration could replace this activity. Describe the experience, including its importance in training and its connection to

	applications and data. State where this experience will occur and the roles of those involved. Describe the suitability of the proposed interdisciplinary partners for mentoring the experience. Upload your plan as a Word or PDF document (up to 1/3 page/1,000 characters). Note: this section will be used in the posting for the fellowship position.
Plan for teaching/training/education	Educational and communication activities should provide the postdoctoral fellow with the opportunity to gain important teaching and mentoring skills. The amount of activity should be the equivalent of teaching at least one but not more than two courses over two years. The standard expectation is teaching a three-credit, one-semester course. Please contact Andrea Benedetti at andrea.benedetti@mcgill.ca if you need assistance in meeting this requirement. List the plans for each of the two years. Upload your plan as a Word or PDF document (up to 1/4 page/750 characters). Note: this section will be used in the posting for the fellowship position.
Plan for mentoring	Describe the plan for mentoring the postdoctoral fellow to learn and excel in the project activities. Also, describe the plan for additional career preparation, EDI training, and other opportunities. Describe the role of each mentor. If the project includes a Mentor in addition to the Supervisor and Co-supervisor, include a plan

	for how the Mentor will be integrated into the project. Describe the opportunities, activities, and support that the host institutions offer for postdoctoral fellows. Upload your plan as a Word or PDF document (up to 1/2 page/1,500 characters). Note: this section will be used in the posting for the fellowship position.
Proposed schedule	Detail the timing of research, teaching, and the interdisciplinary/applied experiences along with a schedule of time at the institutions involved with the plan. Include schedules for year 1 and year 2. Upload the schedule as a Word or PDF document (up to 1/3 page/1,000 characters). Note: this section will be used in the posting for the fellowship position.
List of qualifications of suitable candidates	The list should be appropriate for an advertisement for the postdoctoral position. Upload the list as a Word or PDF document (up to 1/4 page/750 characters). Note: this section will be used in the posting for the fellowship position.
Budget	Use the CDPF Budget Template to detail all sources of funding for the postdoctoral fellowship. Upload the completed budget document as a Word or PDF document.

Biographical sketches	Use the CANSSI Faculty Bio Template to provide biographical sketches of the Supervisor and Co-supervisor. Upload the bios as Word or PDF documents.
Co-supervisor's qualifications	If the Co-supervisor is not a faculty member at a university, include a paragraph justifying the proposed arrangement and establishing the Co-supervisor's capacity to supervise the research of the postdoctoral fellow. Upload your explanation as a Word or PDF document (up to 1/4 page/750 characters).
Institutional commitment	Please provide a brief communication from the relevant department chair indicating knowledge of the teaching plan and commitment to the assignment. Upload the statement as a Word or PDF document.