

1. Description

The purpose of these awards is to enable highly qualified students to undertake full-time research training, leading to a Master's degree or a Doctorate, in any discipline with a focus on preventing and/or reducing occupational illness, injury and disability in British Columbia. Research projects falling within WorkSafeBC's current research priorities are eligible for consideration.

The award consists of a stipend and a research and travel allowance. Awards will be made on the basis of academic standing, the proposed research project, the research training environment and the letters of reference.

2. Eligibility

Only those students who have been accepted into, or are currently engaged in, a full-time graduate studies program with a recognized university within British Columbia are eligible to apply.

Applicants may be Canadian citizens, permanent residents or foreign candidates. In the case of foreign candidates, the applicant must be in possession of a valid student's visa at the time of the application.

Applicants should have a high academic standing and they must have completed or expect to complete sufficient academic work to be admitted in full standing to graduate school by the time the award is to take effect, or they must already be engaged in a graduate program.

Students proposing to take a qualifying year for admission to graduate school are not eligible to receive an award.

3. Location of Training

Awards are normally tenable only at British Columbia based universities or other recognized research center.

4. Academic Supervisor(s)

A supervisor possessing both a productive research record and sufficient resources to ensure the satisfactory conduct of the research must sponsor the candidate. The proposed academic supervisor must hold a faculty appointment and must provide direct supervision. A candidate may have two supervisors.

5. Start Date of Award

Awards must be taken up within six (6) months of the date of offer.

6. Term of Award

The award is intended to cover that portion of a training program that corresponds to hands-on research activity. Thus, the award will not cover the portion in which the trainee is mainly involved in coursework or preparation for comprehensive exams. This would typically exclude the first year of a Master's or PhD program. The applicant should make clear what portion of

the trainee's program the award would cover. If the applicant is registered in the first year of a PhD program for which no coursework is required, the applicant should make this explicitly clear in the "Proposed Training Section".

Apart from this "censoring" of time of onset, there is no restriction on the point at which the award can begin. Thus, for example, the award can be requested for a doctoral candidate who will be in the fourth year of training and who requires only one or two more years to complete the program. The number of years requested should correspond to the time needed to achieve a milestone, such as getting a degree or completing a body of research.

Doctoral awards	Two years of support will be provided. This award is renewable, for one additional year, contingent on successful reapplication.
Master's awards	One year of support will be provided. This award is renewable for one additional year, contingent on successful reapplication.

7. Stipend and Research/Travel Allowance

Masters/doctoral trainee awards include a \$20,000 per year stipend and a \$2,500 per year research and travel allowance.

The annual research and travel allowance is provided for the following purposes:

- The purchase of scientific materials or supplies
- The purchase of books, periodicals and journals
- The purchase or lease of computer hardware
- The purchase of computer software programs
- Costs for the use of libraries, computer and animal facilities
- Costs associated with the publication of research results
- Travel expenses associated with carrying out the student's research or attending meetings/conferences inside or outside of Canada

The annual research and travel allowance cannot be used to pay for course fees or medical insurance.

Any unspent funds at year-end can be carried over into subsequent years of the award. At the end of the award period, any unspent funds must be returned to the Research Secretariat.

8. Earnings and Awards from Other Sources

Awardees are expected to spend 75% of their time in research training. They may, with the approval of their supervisors, engage in and accept remuneration for limited institutional or organizational activities that contribute to their development as independent researchers. Awardees must ensure that no more than 200 hours per year are committed to non-research activities.

These non-research activities could include direct participation in:

- teaching/teaching assistant
- preparation time
- contributions to laboratory supervision

Recipients of other peer-reviewed awards are not eligible to receive a full WorkSafeBC award but may be eligible to receive a stipend top-up, a travel allowance top-up and/or an incentive award.

Top-up

If the value of the other peer reviewed award is less than that of the WorkSafeBC award, the award recipient will be eligible for a stipend top-up and/or a travel allowance top-up to the value of the WorkSafeBC amount under the applicable category.

Incentive Award

Recipients of other peer-reviewed awards are also eligible to receive an incentive of \$7,000, regardless of the amount of the stipend and research and travel allowances from the other award.

9. Payments

Awards will be paid to the University where the award is held. Awardees will, in turn, be paid by the University in accordance with its distribution policy.

The research and travel allowance will be paid as a grant to the academic supervisor, but both supervisor and awardee must sign off annually on the use of the funds.

10. Leaves

Vacations	Vacation entitlements are in accordance with the policies of the host institution/organization and must be taken during the term of the award.
Leaves of Absence	The general policy of each institution/organization relating to ordinary vacation, extended illness or other types of leave of absence will be applied to research trainees holding awards in that institution/organization. The supervisor is required to notify the Research Secretariat of any leave to be taken, apart from ordinary vacation leave, in order that the dates of tenure of the award and payment of stipends and research/travel allowances can be adjusted. The award will be extended by the Research Secretariat by a period equal in length to the leave period reported by the supervisor.
Parental Leave	The general policy of each institution/organization relating to parental leave will be applied to research trainees holding awards in that institution/organization.

11. Changes to Supervisor/Research Program/Training Location

All trainees are normally required to:

- complete their training under the original sponsoring supervisor(s)
- adhere to the research project outlined in the application, and
- remain in the original training location.

Any changes must be approved by the Research Secretariat in advance.

Change of Supervisor	The trainee must: <ul style="list-style-type: none">• have the agreement of a new supervisor(s) who satisfies the Research Secretariat's expectations of supervisors• outline any changes to the approved research plan• provide an acknowledgement of the change from the original supervisor
Change to Research Program	The trainee must: <ul style="list-style-type: none">• submit the proposed changes for review by the Research Secretariat• provide a letter from the supervisor supporting the proposed changes• ensure the original aims and conditions of the award are still satisfied
Change to Location of the Training	The trainee must provide: <ul style="list-style-type: none">• the location of the new environment and justification for the proposed transfer• a description of the new research project, including a title• have the agreement of a new supervisor(s) who satisfies the Research Secretariat's expectations of supervisors• a letter from the present supervisor indicating knowledge of the proposed transfer

The Research Secretariat reserves the right to terminate support if its requirements are not met. If an award is not held for the full period approved, the Research Secretariat must be notified and a prorated reduction in the stipend and research/travel allowance will be made.

12. Extension of Award

Extensions of up to 12 months beyond the term of support may be approved under the following exceptional circumstances:

- illness of the student
- departure or leave of absence of the supervisor(s)
- a change in location of tenure during graduate training
- extended family leave taken by the trainee.

13. Recognition of WorkSafeBC and Reporting Requirements

Awardees are expected to acknowledge the assistance given by the WorkSafeBC in any publication or public presentation made during or resulting from the tenure of the award. Copies of these publications are not required by the Research Secretariat.

A final report is due one month after completion of a trainee award. As soon as it is accepted by the university, a copy of the dissertation or thesis must be submitted to the Research Secretariat.

14. Termination of Support

The award may be terminated at any time by the awardee, supervisor, the institution/organization or the Research Secretariat.

The trainee and supervisor must immediately notify the Research Secretariat of any intention to terminate an award prior to its normal date of completion.

If at any time during the term of the award, the supervisor feels that the progress of the awardee is not satisfactory, the Research Secretariat must be notified immediately in writing.