CST RESEARCH TRAINING AWARD
TERMS OF REFERENCE
(last reviewed: Jan 2026)

Eligibility

For the application to be eligible (Applications can be filled either in English or in French)

1. The Nominated Principal Applicant must be a trainee.
2. One primary supervisor must be identified on the application. An additional supervisor may be identified. The supervisor(s) must be appointed to a Canadian university.
3. A supervisor may be the primary supervisor on a maximum of 2 applications.
4. The program is open to Canadian citizens, permanent residents of Canada and foreigners who are pursuing their training at a Canadian university.
5. Only students engaged in a full-time Doctoral or Master's program are eligible to apply. At least one research training award will be awarded to the top scoring candidate from a Master's program with a minimum overall score of at least 3.7 (maximum 5.0).
6. Candidates who hold a scholarship from a local or provincial agency are eligible to apply; however, the total amount of money received as scholarship, including the CST Research Training Award, cannot exceed $50,000 CAN. Thus, the maximum funding from external local or provincial agencies must be ≤$30,000 CAN. Note, candidates who hold other national awards (e.g. CIHR, KRESCENT) are **ineligible** to apply.
7. **Both the primary supervisor and the trainee must each be a CST member in good standing at the time that the application is sent**.
8. The application must include the applicant's CV and the primary supervisor's CV (CIHR Academic Format).
9. Complete and submit the online submission form.
10. Forward a single PDF file of the completed application template, in full, by the Application Submission Deadline date to the CST Office: admin@cst-transplant.ca

Note: Applications that do not meet the above eligibility criteria, or are incomplete (i.e. missing any component of the application), or do not adhere to the maximum page/word limits **will be disqualified without notification** (i.e. will not be reviewed/scored). It is the applicant's responsibility to ensure the application is complete and adheres to the Terms of Reference (TOR).

Award Recipient Responsibilities

The following responsibilities must be assumed and carried out by the selected award recipients:

- Communication of progress updates to CST on the proposal described in the award recipient's application within 1 year upon completion of the funding (due **June 30, 2028**).
- We encourage awardees to submit an abstract on the outcomes of the proposal within 1 year upon completion of the funding (e.g. at the CST ASM meeting 2028).

Proposed Timelines

Launch and Open Application Submissions	January 12, 2026
Application Submission Deadline	February 20, 2026, 8PM EST
Review Period	February 23, 2026 – March 13, 2026
Review Committee Teleconference	Week of March 23, 2026
CST Board Approval	Week of April 6, 2026
Applicant Letters of Notification	April 30, 2026

1. Identify Participants

1a. Participants' CV
Identify, at a minimum, a Nominated Principal Applicant and a Primary Supervisor.
Principal Applicant and Supervisor(s)' CCV (CIHR Academic format) must be submitted.

1b. Publications List and Most Significant Contributions
- To be completed by the applicant **only**.
- The applicant can provide the following information as it cannot be captured in the CCV:
  - Applicants **must**, for each multi-authored publication relevant to this application, **define** their role in the publication and indicate their percent contribution to the team effort.
  - Applicants must include a description of their Most Significant Contributions (up to 5) in research.

2. Sponsor Assessments

These assessments should come from people under whom the applicant has trained and/or who have had a good opportunity to assess their potential for research (**maximum 1 page each**). The assessments should help the reviewer to assess the overall capacity of the candidate to be successful during his/her training. The assessments are free form; however, the sponsor should make sure to comment on the following points:
- **Critical thinking**: Judicious evaluation of all information, regardless of its source
- **Independence**: Pursuit of knowledge or taking of action on own initiative, seeking guidance only when appropriate
- **Perseveranc**e: Determined persistence in pursuit of goals despite obstacles or discouragement
- **Originality**: Imagination or ingenuity in problem solving
- **Organizational skills**: Systematic, careful planning and coordination of activities

- **Interest in discovery**: An inquiring mind and a strong desire to pursue new knowledge
- **Research ability (current ability and future potential for research)**: A natural talent or acquired proficiency for scientific investigation
- **Leadership ability**: Potential for, or demonstrated, significant contribution to an area of research and outside of research (organization of conferences, reviewing abstracts, committee membership)

3. Supervisor's Letter of Commitment to the Applicant

Should describe the training plan for the applicant, including all activities that will help the applicant develop as a researcher (**maximum 1 page**).

4. Proposal Information

The proposal sections should adhere to the maximum word or page limits as outlined. The formatting of the proposal should be: Times New Roman font size of 12 point, black type, maximum of six lines per inch, no condensed/narrow fonts, type, or spacing, minimum margin of 2 cm (3/4 inch) around the page.

4a. Information Page (Maximum 200 words)
- **Title**: CST will identify the research project using the project title. For this reason, applicants cannot edit their project title once the application is submitted.
- **Lay Title**: Provide a title for the project that is in a language clear to the general public.
- **Institution**: Indicate the institution that will administer the award funds.
- **Proposed Start Date**: Please indicate the date the research project would begin.
- **Percentage of Time Spent on Different Activities**: Indicate the percentage of time to be spent on different activities. Applicants are expected to spend at least 75% of their time in the proposed research training (Research + Course work) throughout the duration of the graduate studies.

4b. Lay Abstract (Maximum 200 words)
- Describe the project in a way that is accessible to a lay audience. Indicate how the proposed research can improve personal health, the health of populations and/or the health delivery system.

4c. Training Expectations (Maximum 2 pages)
- Describe how the training they expect to acquire will contribute to their productivity and to the research goals they hope to achieve.
- Indicate why they decided upon the proposed training location and what they expect to learn from the training experience.

If registered in a joint doctoral program (e.g. MD/PhD, DVM/PhD) or a clinically oriented doctoral program, provide a description of how their program contains a significant research component.

4d. Research Project Summary (Maximum 2 pages)
- The research project summary should be completed in collaboration with the proposed supervisor(s).
- The research project summary should be written in general scientific language, which is an important skill to acquire for future success in the research environment as applications are being reviewed by multi-disciplinary committees.
- Include the specific hypothesis of the research and describe the applicant's role on the project.
- The research project summary is among the most important parts of the application. Applicants and their supervisor(s) should make sure that it provides a concise account of the subject matter, an overview of each part of the research plan, specific project aims and the methodology. The summary should reflect the significance of the project.
- References should be on a separate page (this does not count towards your 2-page limit and there is no word or page limit for the references).

5. Space, Facilities, and Personnel Support

In addition to the supervisor's CCV (CIHR Academic Format), this section describes the space, facilities, and personnel support that are available to the applicant.
- It should demonstrate the commitment of the proposed supervisor(s) and their institution to support the development of the applicant's research project (funding, facilities, equipment, etc.) and professional development **(maximum 400 words).**
- **Use of Funds — Institutional/Overhead Restriction**
  Grant funds may **not** be used to support institutional overhead or core operating costs. Accordingly, institutions are expected to **waive any indirect or overhead fees** associated with the award.

6. Official Transcripts

Official transcripts of the applicant's complete academic record to date **are required** (this includes all undergraduate and graduate studies, completed or ongoing).

7. Proposed Score Sheet

Modulated for each level of training; as candidate advance in their training:

- The weight of Publication Record becomes more important than academic performance.
- The weight of Sponsors' Assessment becomes less important and is gradually replaced by publication record and Research Project & Training Expectations.

	Raw score	Max Score	Multiplier (Master's level)	Multiplier (PhD level)
Achievements & Activities of the Candidate Expected given the level of training				
1. Publication Activity (1st or 2nd author only)		4.9	0.05	0.10
2. Other Research Activity (Posters, Presentations as 1st or 2nd author only)		4.9	0.10	0.15
3. Academic Performance		4.9	0.15	0.10
Characteristics and Abilities of the Candidate				
4. Sponsors' Assessment		4.9	0.15	0.10
Research Training				
5. Training Expectations		4.9	0.10	0.10
6. Research Project		4.9	0.25	0.25
Research Training Environment				
7. Training Program for the Candidate		4.9	0.05	0.05
8. Scientific Activity of the supervisor		4.9	0.05	0.05
9. Research Resources		4.9	0.05	0.05
10. Training Record of the Supervisor		4.9	0.05	0.05
Total			**1.0**	**1.0**