shAIRe Rising Stars Innovation Stipend

About this stipend:

The **shAIRe Rising Stars Innovation Stipend** provides funding to support lung-health research trainees and early-career researchers who develop high quality, shareable resources that strengthen and advance knowledge across the shAIRe community. This fund empowers trainees and early-career researchers to contribute meaningfully to the pan-Canadian lung health research community by creating tools, learning materials, and knowledge-sharing products that enhance skills and support professional growth.

Please note that this stipend is not to support presentations on research findings specifically, but rather to support the creation of novel tools and resources for lung health researchers and health professionals.

This stipend is in addition to existing funding that the applicant may currently possess and should not replace any funding amount.

Funded resources may include one or more of the following:

- Live or pre-recorded single or multi-session webinars, training modules, and/or tool kits
- Knowledge mobilization events
- Other innovative materials may be accepted upon review by the shAIRe Rising Stars Trainee Committee and/or Leadership Team.

For examples of well-done learning materials/resources from other organizations, view the FAQ.

Upon completion and delivery, *select* funded resources will be shared with the broader shAIRe community and posted on the shAIRe website (data4lunghealth.ca).

Resource scope examples	Stipend awarded	Applicant time expected for creation of resource
Live or pre-recorded single webinar, short tool kit, single session knowledge mobilization event	$1,000 CAD	≈ 20 hours
Live or pre-recorded multi-session training modules (e.g., 3 modules), beginner data tool kits, multi-session knowledge mobilization event (e.g., 3 sessions)	$2,000 CAD	≈ 40 hours

Live or pre-recorded multi-session training modules (e.g., 5+ modules), intermediate data tool kits, multi-session knowledge mobilization event (e.g., 5 sessions)	$3,000 CAD	≈ 60 hours
Advanced training curriculum including multi-session webinars or modules, advanced data tool kits, large multi-session knowledge mobilization event (e.g., 5+ sessions)	$4,000 CAD	≈ 80 hours
Other innovative materials payment levels determined based on project scope, time commitment, technical complexity, and value to shAIRe community	$1,000-4,000 CAD	≈ 20 – 80 hours
Reimbursement costs for necessary materials	**Maximum reimbursement**	
Not required for application, but may include justified expenses such as software, media, appropriate licenses, etc.	A maximum of ≈$2,500 CAD may be awarded for reimbursement of necessary materials. Additional funding will be considered in exceptional circumstances with adequate justification.	

Funded resources must align with shAIRe four priority areas for trainee development:

1. Career development for lung-health research trainees
2. Using artificial intelligence in lung-health research and data
3. Best practices for statistical analyses in lung-health research
4. Accessing and managing lung-health data

*Other topics outside these areas require further justification, and may be considered and accepted upon review by the shAIRe Trainee Committee and/or Leadership Team

To be eligible to apply for the innovation stipend, individuals must:

- Be affiliated with a Canadian institution and conducting research related to lung health
- Have legal status to study or work in Canada and receive funds at a Canadian banking institution
- Have trainee or early-career status, which includes MSc, PhD, MD students or residents, allied health professional trainees, postdoctoral/clinical fellows, early-career researchers or allied health professionals within 5 years of their first appointment

Timeline of events:

Event	Timeline
Applications due	Applications will be accepted on a rolling basis throughout the year
Acceptance decision notification	Within **8 weeks** following submission of application
First stipend installment	Upon successful acceptance, applicants can submit a payment requisition to DalBuy (see FAQ for more information) to receive the first half of the stipend installment
Creation of resource	Resources are expected to be created within **8-24 weeks** of the date of acceptance. Additional time may be granted upon request and will be considered on an individual basis by the Rising Stars Trainee Committee and Leadership Team. One member of the shAIRe Trainee Committee will be responsible for following up with the applicant in 4-week intervals to allow for progress checkpoints
Final review of the created resource by the shAIRe Trainee Committee and Leadership Team	Within **2 weeks** following submission of the created resource. Please note that applicant's supervisor (if trainee status) will need to sign-off at this final review step. Review the FAQ for details.
Second and final stipend installment	Upon successful completion of the resource, applicants can submit a payment requisition to DalBuy to receive the second half of the stipend installment (see FAQ for more details).

Application process:

Single or collaborative applications (2 applicants) are permitted. Where two applicants jointly develop a resource, each applicant must complete and submit the application form. The total stipend awarded will be divided equally and shared between co-applicants.

1. Complete the application form, including:
   a. Applicant's full name, email address, current position and stage of program, host institution affiliation, program name
   b. Applicant's supervisor's or mentor's name, email address, affiliations, and signature
      > *If you are an early-career researcher or health professional with no supervisor, this section can be left blank.
   c. Learning objectives of proposed resource (3-5 objectives required)
   d. Method of delivery for proposed resource (see list of eligible fundable resources above)
   e. Summary of proposed resource (maximum 250 words) and its alignment with shAIRe's priority areas for trainee development
   f. Summary of expected timeline to create resource (maximum 150 words)
   g. Budget justification
   h. Curriculum vitae
2. Send the completed application form to shAIRe@dal.ca

NOTE: Applications that use generative AI tools to write the content for the application process and creation of the resource will be automatically rejected. Spell checking and grammar tools are allowed, but use of such tools must be disclosed.

Additionally, no copyrighted material may be included in either the application or the final resource unless appropriate permissions have been obtained in advance. It is the applicant's responsibility to ensure that all content (including text, figures, images, tables, and multimedia) complies with copyright and licensing requirements. Any required permissions must be secured by the applicant and shared with shAIRe. Applicants are expected to verify image licensing, use appropriately licensed or original materials, and cite all reproduced content using a consistent citation style.

Evaluation process:

All applications to the shAIRe Rising Stars Innovation Stipend will undergo a structured review led by members of the shAIRe Trainee Committee, with additional input from the Leadership Team. Applications will be assessed based on the quality, feasibility, and relevance of the proposed resource. The review process is designed to be transparent, equitable, and aligned with the goals of the shAIRe Rising Stars Network.

Evaluation Criteria	Rating Scale	Description
Eligibility Screening	Pass or Fail	Upon submission, applications will be screened to ensure all eligibility criteria are met (Canadian institution affiliation, trainee/early-career status, program stage, supervisor sign-off if necessary, and completeness of all required sections in the application form). Applications failing to meet eligibility requirements will not proceed to full review.
Full Application Review		
Evaluation Criteria	Rating Scale	Description
Alignment with shAIRe Priority Areas for Trainee Development	1 – 5	The extent to which the proposed resource clearly aligns with one or more of the four trainee development priorities or provides strong justification for an additional topic.
Quality and Clarity of the Proposed Resource	1 – 5	Clarity of objectives, strength of content outline, methodological rigor, and potential to produce a high-quality, accurate, and accessible learning resource.
Feasibility & Timeline	1 – 5	Feasibility of the timeline within the time range, appropriateness of the delivery method, and evidence that the applicant has the capacity to successfully complete and deliver the resource.
Impact & Value to the shAIRe community	1 – 5	Potential of the proposed resource to address common trainee and early-career needs, enhance skills, and be reused or adapted by future trainees or early-career researchers and/or professionals.
Applicant Expertise	1 – 5	Evidence of the relevant skills, experience, and training that supports the successful creation of the proposed resource.

The full application review process will be based on the following rating scale:

Outcome	Rating Scale	Descriptor
Accepted	4-5	Meets all or almost all expected requirements, very little or no feedback may be given – will be discussed for acceptance by Trainee Committee and Leadership Team
Needs revision	2-3	Meets majority or some of expected requirements, moderate or high amount of feedback may be given – will be discussed for acceptance by Trainee Committee and Leadership Team
Not accepted	1	Does not meet expected requirements – may not be discussed for acceptance by Trainee Committee and Leadership Team

Review Decision:

Applicants will be notified of the final decision of acceptance within 8 weeks of the submitted application. Feedback may be provided at the discretion of the reviewers. At minimum, three members of the Rising Stars Trainee Committee and one member of the Leadership Team will review each proposal. The Rising Stars Trainee Committee and Leadership Team reserve the right to request revisions or additional clarification before final approval.

Stipend Disbursement:

Awardees will be required to submit two separate payment requisitions through DalBuy: the first half of the stipend can be submitted at the beginning of the creation process, and the second half following completion of the funded resource. Please note it may take 4-6 weeks for stipend payments to be processed. The chair of the shAIRe Rising Stars Trainee Committee will submit the required information into DalBuy for the first and second installment, where the applicant will then receive a link to sign up on DalBuy and input their direct deposit information. It may take 4-6 weeks before the stipend is processed and inputted into the applicant's account.

Successful applicants will receive an official letter of recognition, suitable for inclusion in their curriculum vitae, following creation of the proposed resource.

Frequently Asked Questions (FAQs):

1. Is this innovation stipend open to international students?

Yes, international students are eligible to apply as long as they are registered and affiliated with a Canadian institution.

2. Can I submit multiple applications in a single year?

Yes, multiple applications from a single trainee and/or early-career researcher or professional may be submitted, but there is no guarantee that every application will be accepted.

3. Can I submit a joint application with a colleague?

Yes, collaborative applicants are accepted. Two applicants may submit an application for the creation of one resource. The applicants do not necessarily have to be colleagues in the same research group or institution; cross-departmental and cross-institutional applications are allowed.

Cross-level collaborations are also permitted, including joint applications between a trainee and an early-career researcher, mentor, or supervisor. In such cases, the trainee must be clearly identified, and the proposed roles and contributions of each applicant must be described in the applications.

In all cases of joint applications, each applicant must fill out an independent application form. The total stipend awarded will be divided equally and shared between co-applicants. Both applicants will have to submit payment requisitions to DalBuy.

4. If I am a trainee, how does my supervisor sign off on the final review step once my resource has been created?

Upon completion of the created resource, the trainee or early-career member is required to send the final materials to the shAIRe Rising Stars Committee and Leadership Team through email (shaire@dal.ca). If trainee status, the trainee's supervisor must be CC'd on this email and be aware that the final version of the resource created has been shared with the Rising Stars Committee and Leadership Team.

5. How many shAIRe Rising Stars Innovation Stipends will be awarded in a single year?

The number of stipends given per year is funding dependent, therefore there is no fixed number. We anticipate awarding 10-20 stipends per year.

6. Can I still apply if I am transitioning from trainee status to early career stage?

Yes, both trainees and early-career researchers and/or professionals are eligible to apply; therefore, applications can be submitted during a transitional career period.

7. What happens if my application for a proposed resource gets rejected?

Applications may be rejected if they do not meet eligibility criteria or do not pass full review. Applicants may resubmit after incorporating reviewer feedback; however, funding is not guaranteed.

8. What happens after I have created my resource?

Selected resources will be shared with the shAIRe community and Rising Stars network, in addition to being posted on the shAIRe website (data4lunghealth.ca). The Rising Stars Trainee Committee and Leadership Team reserve the right to select which created resources will be shared.

9. How do I receive my stipend?

All successful applicants must submit two payment requisitions through DalBuy process, the first half at the beginning of the creation process and the second once the resource has been created and delivered. The chair of the shAIRe Rising Stars Trainee Committee will submit the required information into DalBuy for the first and second installment, where the applicant will then receive a link to sign up on DalBuy and input their direct deposit information. It may take 4-6 weeks before the stipend is processed and inputted into the applicant's account.

10. Can applications be submitted in French?

Yes, applications may be submitted in English or French. Review of French-language applications will be conducted as reviewer capacity allows. Successful applicants may be asked to create and deliver funded resources in English to ensure accessibility across the shAIRe network.

11. When submitting my Curriculum Vitae, does it need to be in the Canadian Common CV (CCV) format?

No, submitted Curriculum Vitaes do not need to be in CCV format. They can be submitted in any professional format.

12. What are some examples of well-done learning materials/resources as examples?

- Breathing Easier webinar by the Canadian Lung Association: https://www.lung.ca/air-quality/climate-change-lung-health
- Canadian Bioinformatics Introduction to R: https://bioinformaticsdotca.github.io/INR_Van-2511/index.html
- CIHR Strategy for Patient-Oriented Research (SPOR) National Data Platform Webinar Frequently Asked Questions: https://cihr-irsc.gc.ca/e/50891.html

- The Canadian Institute for Health Information (CIHI): AI Transforming Health Care: Understanding Its Foundations and Growth: https://learning.cihi.ca/nts/servlet/ekp?TX=FORMAT1&LOTYPE=O&CID=EKP000002027&LANGUAGE_TAG=en-CA&PX=N&DECORATEPAGE=N&_gl=1*17rz3pz*_gcl_au*MTI3NjM5MjQ5LjE3NjMwNTU2MTY.*_ga*NzAyOTkyNTkyLjE3NjMwNTU2MTY.*_ga_44X3CK377B*czE3NjU4MTUzNTgkbzYkZzEkdDE3NjU4MTU0MjAkajYwJGwwJGgw
- E.g., Healthy Lungs for Life activities by the European Lung Foundation: https://europeanlung.org/en/projects-and-campaigns/healthy-lungs-for-life/hold-your-own-event/