



Conseil national de recherches Canada National Research Council Canada

National Killam Program Application user guide

Application Guide for Killam NRC Paul Corkum Fellowship applicants

Contents

- 1. Purpose of This Guide..... 1
- 2. About the National Killam Program 1
- 3. Equity, Diversity, and Inclusion Statement..... 2
- 4. Roles – Participants in the Killam NRC Paul Corkum Fellowship application process..... 2
- 5. About the Selection Process..... 3
- 6. Application Guide – Killam NRC Paul Corkum Fellowships 5
 - 6.1 Guide for the Applicant who begins the submission 5
 - 6.2 Guide for the applicant who does not begin the submission 20

1. Purpose of This Guide

This guide provides information on how to apply for a Killam NRC Paul Corkum Fellowship on the following website: [National Killam Program · Portal](#).

Please note that the intended audience for this guide is the main applicants. In the case of the Killam NRC Paul Corkum Fellowship, the main applicants are the researchers applying for the award.

If you need help logging into or creating an account, please refer to the [Killam portal user guide](#).

To request this content in a different format, please contact the National Killam Program Office at KillamProgram-ProgrammeKillam@nrc-cnrc.gc.ca.

2. About the National Killam Program

Vision

Dorothy Killam cared about the future. She had a vision of “building Canada’s future through advanced study”. Through her Will, Dorothy Killam established a perpetual trust to realize that vision. The trust funds generations of scholars in Canada with the goal to increase research attainments and promote sympathetic understanding between Canadians and the peoples of other countries. The National Killam Program endeavors to uphold the vision of Dorothy Killam, strengthen the research ecosystem broadly, and improve the lives of Canadians through research advancements.

Mission

The mission of the National Killam Program is to support novel and diverse research fields, and to ensure that Killam Laureates are reflective of Canada’s diversity.

Attributes

Fellows and Laureates conduct research that is superior, ground-breaking, and stands to positively improve the lives of Canadians, but they are not one-sided people. They are leading researchers who demonstrate a special distinction of intellect and contribute to the advancement of learning, and reflect Killam attributes.

Inclusive Collaborator - whose work exemplifies inclusion and understanding of people, cultures and needs with participation among all economic, social and cultural backgrounds.

Barrier Breaker - whose original, transformational, future-focused generation of knowledge and technology stands to change the way we live.

Research Leader - who activates thoughtful cooperation among scholars, disciplines, and institutions.

3. Equity, Diversity, and Inclusion Statement

Inclusive excellence affirms that excellence is not attainable without inclusion. It recognizes the relationship between diversity and quality of research, and upholds equitable participation in Canada’s research mission. In order to achieve research excellence, we must address systemic barriers that limit the full participation of Canadian talent. The National Killam Program’s Equity, Diversity and Inclusion Action Plan (EDI Action Plan) outlines our commitment to taking specific actions to achieve equitable and inclusive access to programming.

4. Roles – Participants in the Killam NRC Paul Corkum Fellowship application process

The following are involved in the Killam NRC Paul Corkum Fellowships:

Applicants – The external fellow and NRC applicant applying for a Killam NRC Paul Corkum Fellowship. Applicants are responsible for ensuring that all attestations, including institutional attestations, and all documents are uploaded prior to submission. The applicant who begins the submission in the portal is responsible for completing the submission.

Institutional contact – There is an external fellow institutional contact, and an institution contact for the NRC applicant. For the external fellow, the Institutional contact can be an awards administrators or senior leader from their institution. For the NRC applicant, the institutional

contact should be the Director General of their Research Centre or an appointed representative. Institutional contacts from each institution may view Killam NRC Paul Corkum Fellowship applications that originate from their institutions, and may upload some documents (CV and letters of support) on the applicant's behalf. Institutional contacts are required to provide institutional attestation as proof of eligibility.

5. About the Selection Process

The National Killam Program engages external peer reviewers who are experts in their fields to provide consistent, fair and high quality reviews using the scoring rubric for Killam NRC Paul Corkum Fellowship applications.

Following Peer Review, the Selection Committee evaluates applications based on their merit, compared with each other and in a national context to make decisions on winners.

Fellowships are offered to candidates considered outstanding by the Committee. Where a number of candidates are considered outstanding, and the assessments are not meaningfully different from each other, the Selection Committee will consider cohort factors that will contribute to a diverse and representative group. The following points will figure prominently in the review and selection of the candidates considered for the Killam NRC Paul Corkum Fellowships:

Criteria	Description	Weight
Merit	<p>Exceptional quality of each candidate's research record taking into account career stage, the norms of the field of study, and the nature of the research environment.</p> <p>Clear evidence of how the proposed candidates and/or collaboration builds Canada's future through advanced study in alignment with one or more of the Killam attributes:</p> <ul style="list-style-type: none"> • <u>Inclusive collaborator</u> - whose work exemplifies inclusion and understanding of people, cultures and needs with participation among all economic, social and cultural backgrounds. • <u>Barrier breaker</u> - whose original, transformational, future-focused generation of knowledge and technology stands to change the way we live. • <u>Research leader</u> - who activates thoughtful cooperation among scholars, disciplines and institutions to create a multiplier effect within the research ecosystem. 	25 %
Advancement of knowledge	<p>Evidence of each candidate's outstanding commitment, creativity and efforts to share research knowledge beyond the academic community.</p> <p>Details on the proposed collaborative research, how it advances knowledge in the field, how knowledge will be effectively disseminated, if there are potential interdisciplinary benefits as well as the urgency of this research at this moment in time.</p>	25 %
Methods	<p>Sound research methods including a clear description of the approaches, hypothesis and statement of problem and a commitment to ethical</p>	25 %

Criteria	Description	Weight
	research conduct including honest and thoughtful inquiry, rigorous analysis, commitment to safety and research ethics, to the dissemination of research results, and adherence to professional standards.	
Impact	<p>Demonstrates how the proposed collaborative research is transformative while addressing Canada's priorities.</p> <p>Potential contribution of collaborative research results to Canadian society, including the nation's intellectual and/or cultural life; as well as international impact where appropriate.</p> <p>Relevance of the research, immediate as well as long term outcomes, and clear and compelling evidence of how the research stands to have a positive impact on Canada, creating conditions that trigger breakthroughs across the innovation continuum.</p>	25 %

6. Application Guide – Killam NRC Paul Corkum Fellowships

The main user for the Killam NRC Paul Corkum Fellowships is the applicant. The applicant who begins the submission in the portal is responsible for completing the submission.

Note: Institutional support for both institutions for all applications is required. External applicants are encouraged to coordinate with their senior administration and/or awards office early in the application process. Often, universities and other research institutions have awards teams who are responsible for internal vetting and submission of applications. Check with your institution's awards office or research office to secure an attestation from your organization.

You may wish to save a copy of this guide, which is available without creating an account on the portal, as a reference as you gather materials for your application.

6.1 Guide for the Applicant who begins the submission

Applying for a Killam NRC Paul Corkum Fellowship – main applicant							
<p>Open the portal and select <u>National Killam Program Awards</u> under the <u>Menu</u>.</p> <p>Choose the Killam NRC Paul Corkum Fellowships.</p> <p>The program guidelines are located under <u>Details</u>. Applicants should be familiar with these guidelines.</p>	<p>National Killam Program Awards</p> <hr/> <p>The National Killam Program consists of the Killam Prizes, the Dorothy Killam Fellowships, and the Killam NRC Paul Corkum Fellowships.</p> <p>The Killam Prizes are awarded to active Canadian scholars who have distinguished themselves through sustained research excellence, making a significant impact in their respective fields in the humanities, social sciences, natural sciences, health sciences, and engineering.</p> <p>The Dorothy Killam Fellowships provide support to scholars of exceptional ability by granting them time to pursue research projects of broad significance and widespread interest within the disciplines of the humanities, social sciences, natural sciences, health sciences, engineering or studies linking any of these disciplines.</p> <p>The Killam NRC Paul Corkum Fellowships provide support to distinguished scholars, granting them time to pursue a novel project in collaboration with an NRC researcher, leveraging NRC facilities.</p> <p>The 2026 program cycle will open on March 26, 2025.</p> <ul style="list-style-type: none">• The deadline for Dorothy Killam Fellowship submissions is May 22, 2025.• The deadline for Killam Prize submissions is May 29, 2025.• The deadline for Killam NRC Paul Corkum Fellowship submissions is June 5, 2025. <p>The National Killam Program information sessions will be held on February 26, 2025 (English) and March 5, 2025 (French). The sessions will focus on the upcoming 2026 program cycle, which includes the Killam Prizes, Dorothy Killam Fellowships and Killam NRC Paul Corkum Fellowships.</p> <p>Email the National Killam Program Office at KillamProgram-ProgrammeKillam@nrc-cnrc.gc.ca to register.</p> <div style="border: 1px solid #ccc; padding: 10px; margin-top: 10px;"><table style="width: 100%;"><tr><td style="border: 1px solid #ccc; padding: 5px; width: 33%;">Killam NRC Paul Corkum Fellowship</td><td style="border: 1px solid #ccc; padding: 5px; width: 33%;">Killam Prize Nomination</td><td style="border: 1px solid #ccc; padding: 5px; width: 33%;">Dorothy Killam Fellowship</td></tr><tr><td style="border: 1px solid #ccc; padding: 5px;">Details Apply</td><td style="border: 1px solid #ccc; padding: 5px;">Details Nominate</td><td style="border: 1px solid #ccc; padding: 5px;">Details Apply</td></tr></table></div>	Killam NRC Paul Corkum Fellowship	Killam Prize Nomination	Dorothy Killam Fellowship	Details Apply	Details Nominate	Details Apply
Killam NRC Paul Corkum Fellowship	Killam Prize Nomination	Dorothy Killam Fellowship					
Details Apply	Details Nominate	Details Apply					

When you are ready to begin an application, click **Apply**.

National Killam Program Awards

The National Killam Program consists of the Killam Prizes, the Dorothy Killam Fellowships, and the Killam NRC Paul Corkum Fellowships.

The Killam Prizes are awarded to active Canadian scholars who have distinguished themselves through sustained research excellence, making a significant impact in their respective fields in the humanities, social sciences, natural sciences, health sciences, and engineering.

The Dorothy Killam Fellowships provide support to scholars of exceptional ability by granting them time to pursue research projects of broad significance and widespread interest within the disciplines of the humanities, social sciences, natural sciences, health sciences, engineering or studies linking any of these disciplines.

The Killam NRC Paul Corkum Fellowships provide support to distinguished scholars, granting them time to pursue a novel project in collaboration with an NRC researcher, leveraging NRC facilities.

The 2026 program cycle will open on March 26, 2025.

- The deadline for Dorothy Killam Fellowship submissions is May 22, 2025.
- The deadline for Killam Prize submissions is May 29, 2025.
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The National Killam Program information sessions will be held on February 26, 2025 (English) and March 5, 2025 (French). The sessions will focus on the upcoming 2026 program cycle, which includes the Killam Prizes, Dorothy Killam Fellowships and Killam NRC Paul Corkum Fellowships.

Email the National Killam Program Office at KillamProgram-ProgrammeKillam@nrc-cnrc.gc.ca to register.

Killam NRC Paul Corkum Fellowship Killam Prize Nomination Dorothy Killam Fellowship

Details Apply Details Nominate Details Apply

Select your **Type of Contact** – either Fellowship applicant or NRC applicant. ****Note that the applicant that begins the submission is responsible for doing the final submission**

Type of contact

Type of contact

Select your role in this application below. On clicking Validate & Save, corresponding pages and fields for your role will be displayed.

*** Type of Contact (required) ***

Select

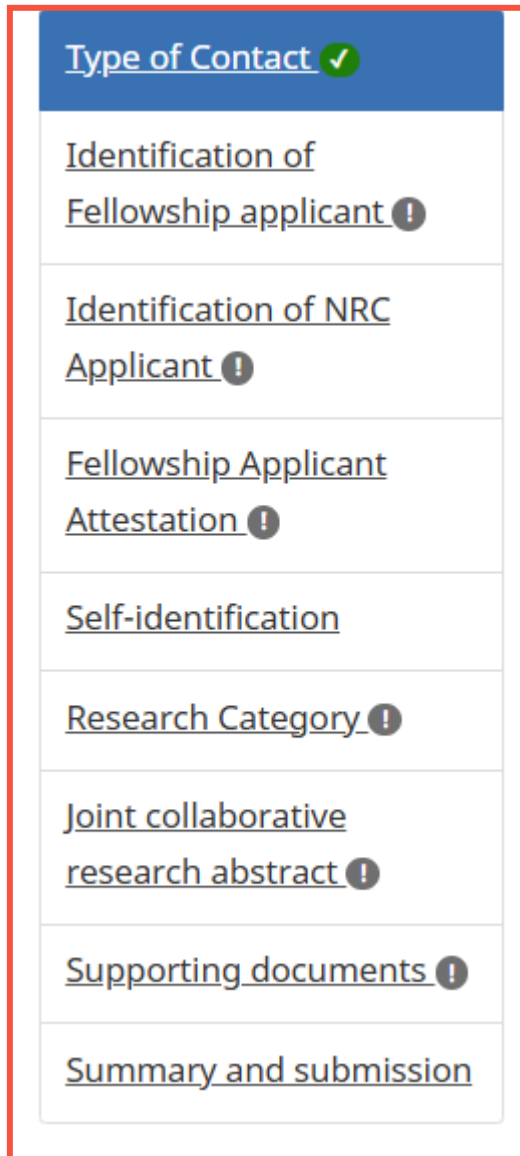
Validate and save

A **Loading...** screen may appear briefly.

The side menu will now display 9 sections. Please complete all sections prior to submitting your application. **Note:** Sections may be completed in any order.

Remember to **Validate and save** after completing each section. Once a required section is validated & saved, a green checkmark indicates the section is complete.

You cannot submit your application until each section is validated and saved.



- [Type of Contact](#) ✓
- [Identification of Fellowship applicant](#) !
- [Identification of NRC Applicant](#) !
- [Fellowship Applicant Attestation](#) !
- [Self-identification](#)
- [Research Category](#) !
- [Joint collaborative research abstract](#) !
- [Supporting documents](#) !
- [Summary and submission](#)

You can click **Next** and proceed to entering in your information

Select your role in this application below. On clicking Validate & Save, corresponding pages and fields for your role will be displayed.

Type of Contact

Fellowship applicant



Under **Identification of Fellowship applicant** or **Identification of NRC applicant** (depending on which you selected) you will first enter in your own contact details.

Identification of Fellowship applicant

14.2%

Type of Contact

Identification of Fellowship applicant

Identification of NRC Applicant

Fellowship Applicant Attestation

Self-identification

Research Category

Joint collaborative research abstract

Supporting documents

Summary and submission

Please provide your contact information. This information will only be used for communications related to the Killam NRC Paul Corkum Fellowship.

Title
Select

* **First name (required) ***
John

* **Last name (required) ***
Smith

* **Department or school (required) ***
School Test

* **Address line 1 (required) ***
123 Street

Address line 2

* **Country (required) ***
Canada

* **City (required) ***
Toronto

You will then enter in the contact information for your own institution contact. Once you click validate and save, your institution contact will receive an email inviting them to login to support your submission.

Institution

Please identify your affiliated Institution and provide the information for your institution's primary contact. Please be aware that updating the Institution contact Email will send a notification to that email address.

*** Institution (required) ***

Contact title

*** Contact first name (required) ***

*** Contact last name (required) ***

*** Email (required) ***

You can then proceed to the next section, either **Identification of NRC Applicant** or **Identification of Fellowship Applicant** to identify your co-PI. When you click validate and save your co-PI will receive an email inviting them to create an account and participate in the submission.

Identification of NRC Applicant

28.57%

- Type of Contact ✓
- Identification of Fellowship applicant ✓
- Identification of NRC Applicant** ↓
- Fellowship Applicant Attestation ⓘ
- Self-identification
- Research Category ⓘ
- Joint collaborative research abstract ⓘ
- Supporting documents ⓘ
- Summary and submission

Please provide your contact information. This information will only be used for communications related to the Killam NRC Paul Corkum Fellowship.

Title

*** First name (required) ***

*** Last name (required) ***

NRC Research Centre

Address line 1

Address line 2

*** Country (required) ***

*** City (required) ***

You then proceed to **Fellowship Applicant Attestation** or **NRC Applicant Attestation** depending on your role. Please indicate if you would like to be on the National Killam Program Office mailing list (**Yes** or **No**).

After reviewing the Terms and Conditions carefully, please confirm (yes or no) and click **Validate and save**.

Fellowship Applicant Attestation

42.86%

Type of Contact	Do you wish to be on the National Killam Program Office mailing list?
Identification of Fellowship applicant	Select <input type="text"/>
Identification of NRC Applicant	<i>*This information will be used for National Killam Program Office business only, including surveys.</i>
Fellowship Applicant Attestation 	For your application to be eligible, you must confirm your agreement with all of the statements below.
Self-identification	I assert that the statements in this application are complete and accurate, to the best of my knowledge.
Research Category	I consent to the Terms and Conditions including:
Joint collaborative research abstract	<ul style="list-style-type: none">• I am employed at a research institution and will spend the duration of the Fellowship working at that research institution.• I have carefully read the eligibility criteria for this award, which are described in the application guidelines, and I meet the criteria.• I agree to comply with the reporting requirements as set out by the National Killam Program Office.• I accept the conditions of this award and agree to accept the Peer Review Panel and the Killam Trusts decision for the National Killam Program.
Supporting documents	
Summary and submission	

I confirm that

I agree with the statements above.

The statements in my nomination are complete and accurate, to the best of my knowledge.

The date and time will populate automatically when you agree to the statements and click 'Validate and save'

No Yes

Validate and save

Previous Next

The date and time will populate automatically when you have agreed to the statements and clicked **Validate and save**. Click **Next**.

*** I confirm that: (required) ***

No Yes

- I agree with the statements above.
- The statements in my nomination are complete and accurate, to the best of my knowledge.

The date and time will populate automatically when you agree to the statements and click 'Validate and save'

Confirmed on

2/15/2023 2:49 PM

Validate and save

Previous **Next**

The provision of self-identification data is strongly encouraged. Aggregated self-identification information provides the program office with insights into the composition of candidate pools, and signals gaps to be addressed by the program.

Self-identification

57/64w

Type of Contact <input checked="" type="checkbox"/>	The collection of voluntary self-identification data is a central piece of the Killam Trusts' commitment to equity, diversity and inclusion (EDI).
Identification of Fellowship applicant <input checked="" type="checkbox"/>	This data provides information on the diversity of the population applying for and receiving funds and participating in peer review.
Identification of NRC Applicant <input checked="" type="checkbox"/>	This information increases the Trusts' capacity to monitor their progress on increasing EDI in their programs, to recognize and remove barriers, and to design new measures to achieve greater EDI.
Fellowship Applicant Attestation <input checked="" type="checkbox"/>	All questions are optional. Please click on Validate and save when you have completed those parts of the form you wish to complete.
Self-identification	
Research Category <input type="checkbox"/>	What is your date of birth? (Leave blank if you prefer not to answer)
Joint collaborative	<input type="text" value="M/D/YYYY"/>

To aid us in selecting appropriate expert peer reviewers, please identify the research categories that correspond with your proposal. Select **Add a category.**

Note: Up to 5 categories may be identified.

Research Category

57/14%

- Type of Contact ✓
- Identification of Fellowship applicant ✓
- Identification of NRC Applicant ✓
- Fellowship Applicant Attestation ✓
- Self-identification ✓
- Research Category** |
- Joint collaborative research abstract ⓘ
- Supporting documents ⓘ
- Summary and submission

Informed by the Canadian Research Development Classification (CRDC) system, applicants for the Fellowship and nominees for the Prize are asked to identify at least one (1) and up to five (5) relevant disciplines for purposes of peer review.

Details about the CRDC are available here: [Canadian Research and Development Classification \(CRDC\) 2020 Version 1.0 \(statcan.gc.ca\)](#). This information needs to be completed by the researcher being considered for the award.

* Research Categories (required) Add a category

Division ↑	Group	Class	Sub-Class
⌂ Loading...			

Validate and save
Previous Next

You will be able to identify your research by Division, Group, Class & Sub Class as defined by the [CRDC system \(Field of Research\)](#)

Create

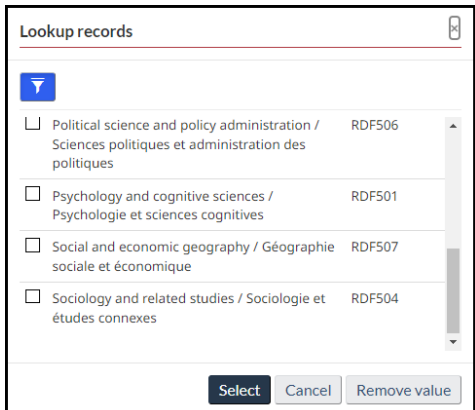
Division

Group

Class

Sub-Class

Submit

<p>For example, the division indicated here is Social Sciences.</p>	 <p>The screenshot shows a 'Lookup records' dialog box with a list of categories. The 'Social sciences / Sciences sociales' option is selected with a checkmark. Other options include Engineering and technology, Humanities and the arts, and Medical, health and life sciences. Buttons for 'Select', 'Cancel', and 'Remove value' are at the bottom.</p>
<p>Once the division has been selected, you will have the opportunity to select the group. If Social and economic geography is chosen,</p>	 <p>The screenshot shows a 'Lookup records' dialog box with a list of sub-categories under the selected division. The 'Social and economic geography / Géographie sociale et économique' option is selected. Other options include Political science and policy administration, Psychology and cognitive sciences, and Sociology and related studies. Buttons for 'Select', 'Cancel', and 'Remove value' are at the bottom.</p>
<p>You will be presented class options where you might select Community Planning. Click Submit when you have completed entering a research category.</p>	 <p>The screenshot shows an 'Edit' form with four dropdown menus: 'Division' (Social sciences / Sciences sociales), 'Group' (Social and economic geography / Géographie sociale et économique), 'Class' (Urban and regional planning / Urbanisme et planification régionale), and 'Sub-Class' (Community planning / Aménagement des quartiers). A 'Submit' button is highlighted with a red box at the bottom.</p>

Please indicate up to five sub-classes for your proposed research for purposes of peer review.

You may **Edit** or **Remove** categories after adding.

Click **Validate and save** when complete.

Division ↑	Group	Class	Sub-Class	Actions
Social sciences / Sciences sociales	Social and economic geography / Géographie sociale et économique	Urban and regional planning / Urbanisme et planification régionale	Community planning / Aménagement des quartiers	Edit Remove
Social sciences / Sciences sociales	Social and economic geography / Géographie sociale et économique	Human geography / Géographie humaine	Behavioural geography / Géographie du comportement	Edit Remove
Social sciences / Sciences sociales	Social and economic geography / Géographie sociale et économique	Urban and regional planning / Urbanisme et planification régionale	Housing market development and management / Développement et gestion des marchés de l'habitation	Edit Remove
Social sciences / Sciences sociales	Law and legal practice / Droit et exercice du droit	Law (except legal practice and international law) / Droit (sauf l'exercice du droit et le droit international)	Human rights / Droits de la personne	Edit Remove

Validate and save
Next

In the official language of your choice, please provide a brief, plain-language summary (250 words in English, 300 words in French) of the research being proposed in the **Joint collaborative research abstract** box.

Click **Validate and save** once complete.

Note that you can return and edit this section anytime before submitting and your co-PI will be able to view and edit it as well allowing you to work together on

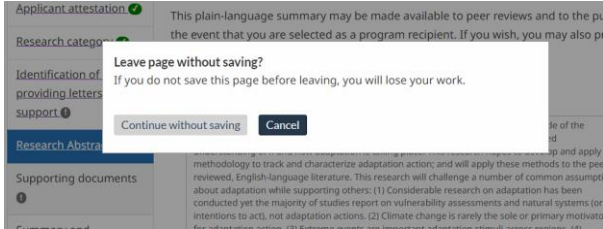
Joint collaborative research abstract

71.43%

Type of Contact ✓	In the official language of your choice, please provide a brief, plain-language summary of the collaborative research being proposed.
Identification of Fellowship applicant ✓	Using simple terms, describe the nature of the work, why and to whom the research is important, anticipated outcomes, and the manner in which this research stands to have significant impact on a national or global scale and increases the scientific and scholastic attainment of Canadians.
Identification of NRC Applicant ✓	
Fellowship Applicant Attestation ✓	This plain-language summary may be made available to peer reviewers, the National Killam Selection Committee, and to the public in the event that you are selected as a program recipient.
Self-identification ✓	If you wish, abstracts may be provided in both official languages.
Research Category ✓	
Joint collaborative research abstract	* Joint collaborative research abstract (required) * Please check with your co-applicant before modifying the content in this field. Once over-written, the original text cannot be retrieved. (Remaining Characters:5000)
Supporting documents ⓘ	
Summary and submission	

Validate and save

Previous **Next**

<p>the abstract.</p>									
<p>Information entered in forms without using <u>Validate and save</u> will be lost.</p>									
<p>Supporting documents can be uploaded by clicking <u>Add document.</u></p>	<p>Instructions:</p> <ul style="list-style-type: none"> • Text files must be in .pdf, .doc or .docx format. • Do not use punctuation, spaces, special characters, or more than 45 characters in your file names. <p>* Supporting Documents (required) *</p> <div style="border: 1px solid black; padding: 5px; display: inline-block;">Add document</div> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Name ↑</th> <th style="text-align: left;">Type</th> <th style="text-align: left;">Created on</th> <th style="text-align: left;">Actions</th> </tr> </thead> <tbody> <tr> <td colspan="4" style="text-align: center; background-color: #ffffcc;">There are no records to display.</td> </tr> </tbody> </table> <p style="text-align: center;"> Validate and save Previous Next </p>	Name ↑	Type	Created on	Actions	There are no records to display.			
Name ↑	Type	Created on	Actions						
There are no records to display.									
<p>Choose the document type from the drop down menu and attach the file from your computer.</p>	<div style="border: 1px solid #ccc; padding: 10px;"> <p>✎ Create x</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;"> <p>Type</p> <p>Joint Project Proposal/Proposition de projet commun ▼</p> </div> <p>Description</p> <div style="border: 1px solid #ccc; height: 20px; width: 100%;"></div> <div style="border: 1px solid #ccc; padding: 5px; margin-top: 10px;"> <p>Attach a file *</p> <p>Choose File No file chosen</p> </div> <p style="text-align: center; margin-top: 10px;">Submit</p> </div>								

Please refer to this chart to understand who can upload the various documents required	Document	Quantity	Uploaded by
	Joint Project Proposal	1	Either applicant
	Joint Knowledge Mobilization Plan	1	Either applicant
	Joint community research supplement	Up to 1	Either applicant
	CV with Candidate statement – Fellowship Applicant	1	Either applicant or Fellowship institutional contact
	CV with Candidate Statement – NRC applicant	1	Either applicant or NRC institutional contact
Letter of Support	2 (one from Fellow's institution and one from NRC)	Either applicant or either institution contact	
Note that as the applicant who started the submission , you are responsible for ensuring that all necessary files are attached. You will see the following warning if files are not properly attached.	<div style="border: 1px solid red; padding: 5px;"> <p>ⓘ The form could not be submitted for the following reasons:</p> <p>Please attach exactly 1 joint project proposal.</p> <p>Please attach exactly 1 joint knowledge mobilization plan.</p> <p>Please attach exactly 2 separate letters of support.</p> <p>Please attach exactly 1 CV with candidate statement for the Fellowship Applicant.</p> <p>Please attach exactly 1 CV with candidate statement for the NRC Applicant.</p> <p>Please attach up to 1 joint community research supplement.</p> </div>		

Files are automatically saved when they are uploaded.

All required documents must be uploaded, the other applicant must complete their portion of the submission and your institutional contacts must verify your application, before you will be able to **Validate and save** on the final submission step.

Summary and submission

Please check with your institutional contact that they have verified your application before you submit.

Submission of the form will be enabled when all the mandatory information is filled in. Please read through instructions on each page, fill in the appropriate fields and click 'Validate and Save'. A '✓' icon indicates validation completed for the page.

Please check with your institutional contact that they have verified your application before you submit.

Use this checklist to confirm that you and your co-PI have completed all relevant sections of the form and have included all required support material.

Your joint submission must include the following items.

- Joint collaborative research abstract (250 words maximum)
- Joint knowledge mobilization plan (1,000 words maximum)
- Joint project proposal (1,500 words maximum) plus up to five (5) additional pages for references, and one (1) additional page for budget estimates
- Joint community research supplement (optional) (500 words maximum)
- Two Curriculum Vitae with candidate statements (30 pages maximum)
- Two letters of support (each 1,000 words maximum)
- Identification of Research Categories
- Eligibility attestations

Instructions

- Text files must be in .pdf, .doc, or .docx format.
- Do not use punctuation, special characters, or more than 45 characters in your file names.
- The total maximum file size including attachments is 25 MB.

Send your completed application on or before the deadline by 23:59 (local time).

If you do not receive a confirmation email within 2 business days, please contact us.

The National Killam Program Office will not assess incomplete or late applications.

Previous Next

Once all documents and forms are complete, select **Submit form** to submit your application. As the applicant, you are responsible for final submission of the application.

Once submitted, applications are locked and can only be modified with the intervention of program staff. Please contact the [National Killam Program Office](#) for assistance with a submitted application.

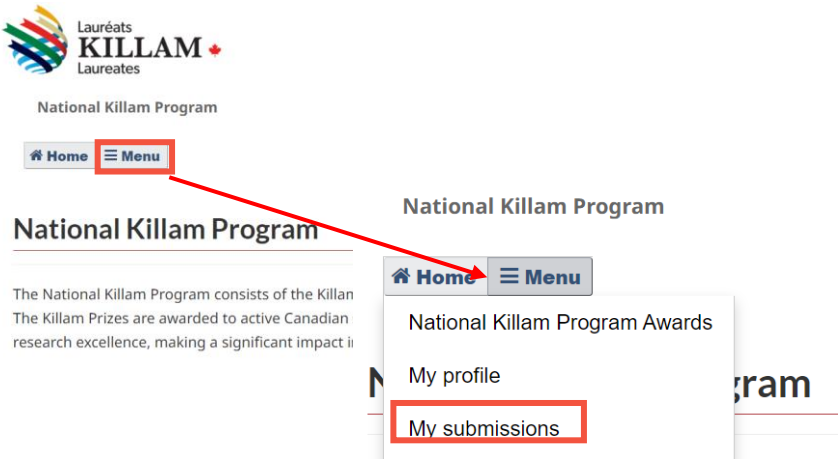
Summary and submission

100.00%

Identification of Fellowship applicant ✓	<p>Submission of the form will be enabled when all the mandatory information is filled in. Please read through instructions on each page and click "Validate and Save". A "✓" icon indicates validation completed for the page.</p> <p>Please check with your institutional contact that they have verified your application before you submit.</p> <p>Use this checklist to confirm that you and your co-PI have completed all relevant sections of the form and have included all required documents.</p> <p>Your joint submission must include the following items.</p> <ul style="list-style-type: none">• Joint collaborative research abstract (250 words maximum)• Joint knowledge mobilization plan (1,000 words maximum)• Joint project proposal (1,500 words maximum) plus up to five (5) additional pages for references, and one (1) additional page for budget• Joint community research supplement (optional) (500 words maximum)• Two Curriculum Vitae with candidate statements (30 pages maximum)• Two letters of support (each 1,000 words maximum)• Identification of Research Categories• Eligibility attestations <p>Instructions</p> <ul style="list-style-type: none">• Text files must be in .pdf, .doc, or .docx format.• Do not use punctuation, special characters, or more than 45 characters in your file names.• The total maximum file size including attachments is 25 MB. <p>Send your completed application on or before the deadline by 23:59 (local time).</p> <p>If you do not receive a confirmation email within 2 business days, please contact us.</p> <p>The National Killam Program Office will not assess incomplete or late applications.</p>
Identification of NRC Applicant ✓	
Fellowship Applicant Attestation ✓	
Self-identification ✓	
Research Category ✓	
Joint collaborative research abstract ✓	
Supporting documents ✓	
Summary and submission	

6.2 Guide for the applicant who does not begin the submission

As the applicant that did not originate the submission, please follow these steps.

<h2 style="text-align: center;">Applying for a Killam NRC Paul Corkum Fellowship – second applicant</h2>	
<p>When your co-PI enters in your contact information on the portal, you will receive an email inviting you to participate in the submission. Click on the <u>National Killam Program</u> link and either login or create an account on the portal.</p>	<p>You have been invited to provide your information in support of your application to the Killam NRC Paul Corkum Fellowship. Information about the Fellowship and the National Killam Program is available online at National Killam Program - National Research Council Canada.</p> <p>Please log in to the portal for the National Killam Program by clicking the link below.</p> <p>National Killam Program</p> <p>Once you are in the portal, please refer to the nominee checklist below to complete your application.</p> <ul style="list-style-type: none"> • Verify contact information and communication preferences • Complete optional self-identification • Add joint collaborative research abstract (in collaboration with co-applicant) • Identify research categories • Complete attestation of eligibility • Upload required documents (in collaboration with co-applicant) • Complete summary and submit <p>The Killam Team is here to help. Should you require any assistance please contact us at KillamProgram-ProgrammeKillam@nrc-cnrc.gc.ca.</p> <p>Regards, National Killam Program Office</p>
<p>When you are ready to review or provide information in support of an application, select <u>Menu</u>, and <u>My Submissions</u>.</p>	 <p>The screenshot shows the National Killam Program website. At the top, there is a logo for 'Lauréats KILLAM Laureates' and the text 'National Killam Program'. Below this, there are two navigation buttons: 'Home' and 'Menu'. The 'Menu' button is highlighted with a red box. A red arrow points from this box to a dropdown menu that is open, showing three options: 'National Killam Program Awards', 'My profile', and 'My submissions'. The 'My submissions' option is also highlighted with a red box.</p>
<p>Click <u>Edit</u> to complete your portion</p>	

of the submission.

My submissions

On this page you can view any new, current or in-progress application(s) that you are submitting.

Submission ID	Beneficiary name	Program name	Modified on	Status	Actions
SM-25-001919	Jules Hoffer & Sussex R'ue	Killam NRC Paul Corkum Fellowship	3/6/2025 4:05 PM	In Progress	View Edit

Toggle through the application information and supporting material using the left hand menu to ensure all required fields are completed by selecting items directly from this menu or navigating with the **Next** and **Previous** buttons at the bottom of each page.

- Identification of Fellowship applicant
- Identification of NRC Applicant
- Fellowship Applicant Attestation
- Self-identification
- Research Category
- Joint collaborative research abstract
- Supporting documents
- Summary and submission

Validate the information that your co-PI entered about you under **Identification of Fellowship Applicant** or **Identification of NRC**

Identification of NRC applicant

Please provide your contact information. This information will only be used for communications related to the Paul Corkum Fellowship application.

Identification of NRC applicant	Title <input type="text" value="Select"/>
Identification of Fellowship applicant	* First name (required) * <input type="text" value="Sussex"/>
NRC Applicant Attestation	* Last name (required) * <input type="text" value="R'ue"/>
Self-identification	* NRC Research Centre (required) * <input type="text"/>
Research Category	* Address line 1 (required) * <input type="text" value="123 Street"/>
Joint collaborative research abstract	* Address line 2 * <input type="text"/>
Supporting documents	
Summary and submission	

<p>Applicant depending on your role.</p>	
<p>Enter in your institution contact information and click validate and save. Once you click validate and save, your institution contact will receive an email.</p>	<p>Institution</p> <p>Please identify your affiliated Institution and provide the information for your institution's primary contact. Please be aware that updating the Institution contact Email will send a notification to that email address.</p> <p>* Institution (required) *</p> <input type="text"/> <p>Title</p> <input type="text"/> <p>* Contact first name (required) *</p> <input type="text"/> <p>* Contact last name (required) *</p> <input type="text"/> <p>* Email (required) *</p> <input type="text"/> <hr/> <p>Validate and save</p> <p>Next</p>
<p>Review the information your co-PI entered about themselves under the next tab, either Identification of Fellowship Applicant or Identification of NRC Applicant depending on your role.</p>	<p>Identification of Fellowship applicant</p> <hr/> <p>16.67%</p> <div style="display: flex;"> <div style="width: 30%; border: 1px solid #ccc; padding: 5px;"> <p>Identification of NRC applicant ✔</p> <p>Identification of Fellowship applicant !</p> <p>NRC Applicant Attestation !</p> <p>Self-identification</p> <p>Research Category !</p> <p>Joint collaborative research abstract !</p> <p>Supporting documents !</p> <p>Summary and submission</p> </div> <div style="width: 70%; padding-left: 20px;"> <p>Please provide your contact information. This information will only be used for communications related to the Paul Corkum Fellowship.</p> <p>Title</p> <input type="text" value="Select"/> <p>* First name (required) *</p> <input type="text" value="John"/> <p>* Last name (required) *</p> <input type="text" value="Doe"/> <p>* Department or school (required) *</p> <input type="text" value="School of English"/> <p>* Address line 1 (required) *</p> <input type="text" value="12 water Road"/></div> </div>

Review the **Fellowship Applicant Attestation** or **NRC Applicant Attestation** information. Once you select **Yes**, you will be able to click **validate and save** and the date will automatically populate.

Fellowship Applicant Attestation

100.00%

- Identification of Fellowship applicant ✓
- Identification of NRC Applicant ✓
- Fellowship Applicant Attestation ✓**
- Self-identification
- Research Category ✓
- Joint collaborative research abstract ✓
- Supporting documents ✓
- Summary and submission

Do you wish to be on the National Killam Program Office mailing list?

No

**This information will be used for National Killam Program Office business only, including surveys.*

For your application to be eligible, you must confirm your agreement with all of the statements below.

I assert that the statements in this application are complete and accurate, to the best of my knowledge.

I consent to the Terms and Conditions including:

- I am employed at a research institution and will spend the duration of the Fellowship working at that research institution.
- I have carefully read the eligibility criteria for this award, which are described in the application guidelines, and I meet the criteria.
- I agree to comply with the reporting requirements as set out by the National Killam Program Office.
- I accept the conditions of this award and agree to accept the Peer Review Panel and the Killam Trusts decision for the National Killam Program.
- I consent to disclose any information that may constitute a significant departure from generally-recognized standards of public

NRC Applicant Attestation

33.33%

- Identification of NRC applicant ✓
- Identification of Fellowship applicant ✓
- NRC Applicant Attestation 1**
- Self-identification
- Research Category 1
- Joint collaborative research abstract 1
- Supporting documents 1
- Summary and submission

*** Do you wish to be on the National Killam Program Office mailing list? (required) ***

Select

**This information will be used for National Killam Program Office business only, including surveys.*

For your application to be eligible, you must confirm your agreement with all of the statements below.

I assert that the statements in this application are complete and accurate, to the best of my knowledge.

I consent to the Terms and Conditions including:

- I am employed at the National Research Council in Canada and will spend the duration of the Fellowship working at the National Research Council.
- I have carefully read the eligibility criteria for this award, which are described in the application guidelines, and I meet the criteria.
- I agree to comply with the reporting requirements as set out by the National Killam Program Office.
- I accept the conditions of this award and agree to accept the Peer Review Panel and the Killam

I confirm that

I agree with the statements above.

The statements in my nomination are complete and accurate, to the best of my knowledge.

The date and time will populate automatically when you agree to the statements and click 'Validate and save'

No Yes

Confirmed on

3/6/2025 11:56 AM

Validate and save

Previous Next

The provision of self-identification data is strongly encouraged. Aggregated self-identification information provides the program office with insights into

Self-identification

57.14%

- Type of Contact ✓
- Identification of Fellowship applicant ✓
- Identification of NRC Applicant ✓
- Fellowship Applicant Attestation ✓
- Self-identification**
- Research Category 1
- Joint collaborative

The collection of voluntary self-identification data is a central piece of the Killam Trusts' commitment to equity, diversity and inclusion (EDI).

This data provides information on the diversity of the population applying for and receiving funds and participating in peer review.

This information increases the Trusts' capacity to monitor their progress on increasing EDI in their programs, to recognize and remove barriers, and to design new measures to achieve greater EDI.

All questions are optional. Please click on **Validate and save** when you have completed those parts of the form you wish to complete.

What is your date of birth? (Leave blank if you prefer not to answer)

M/D/YYYY

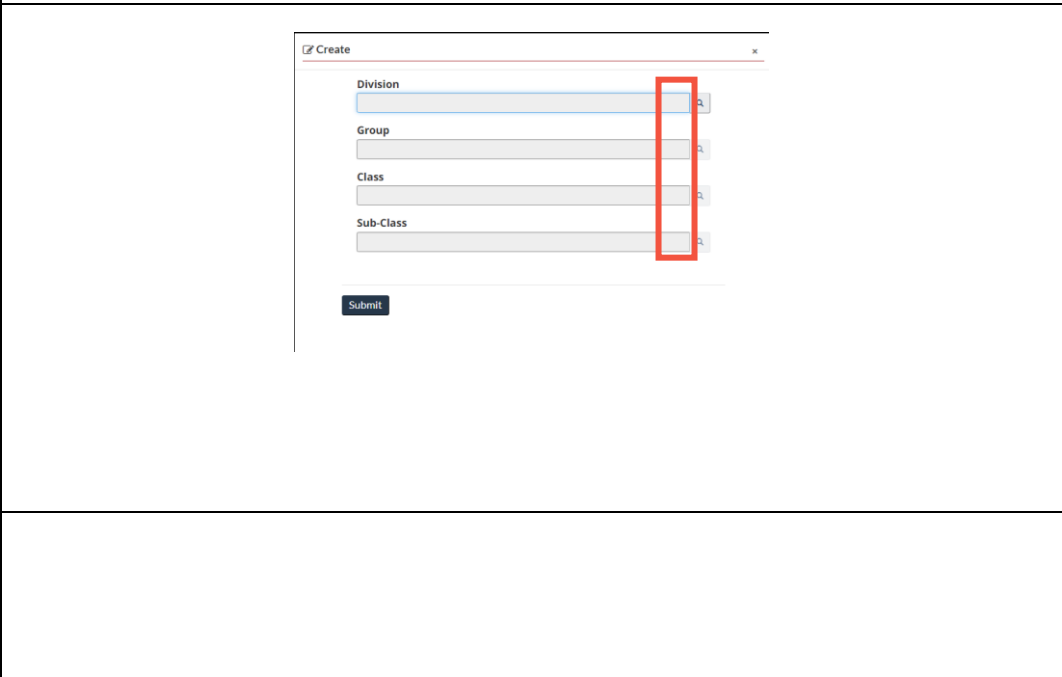
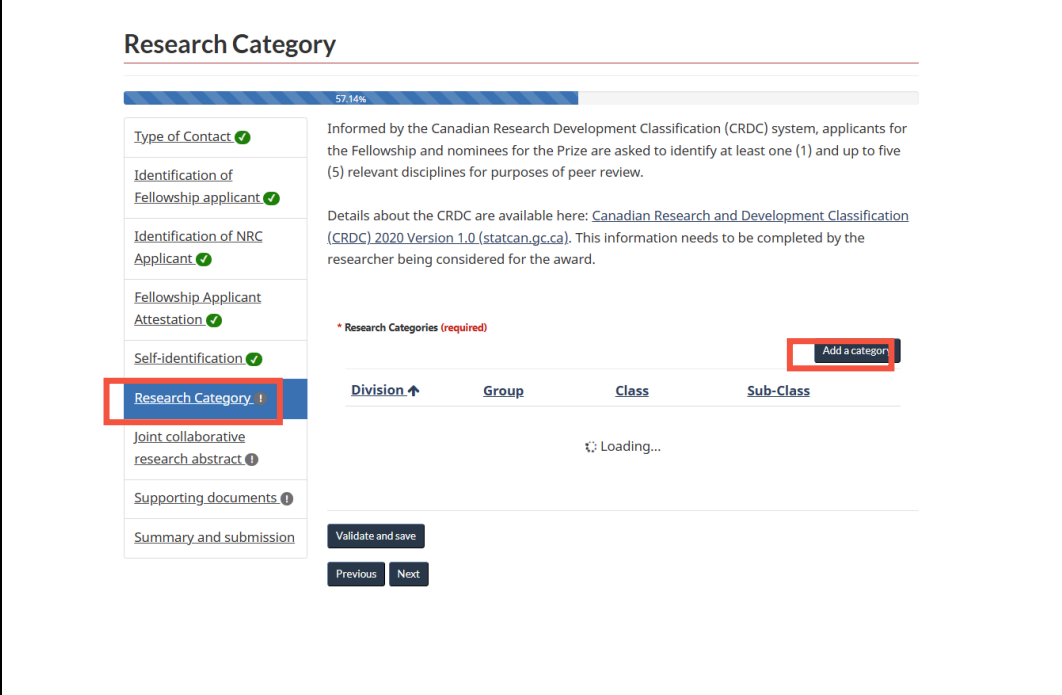
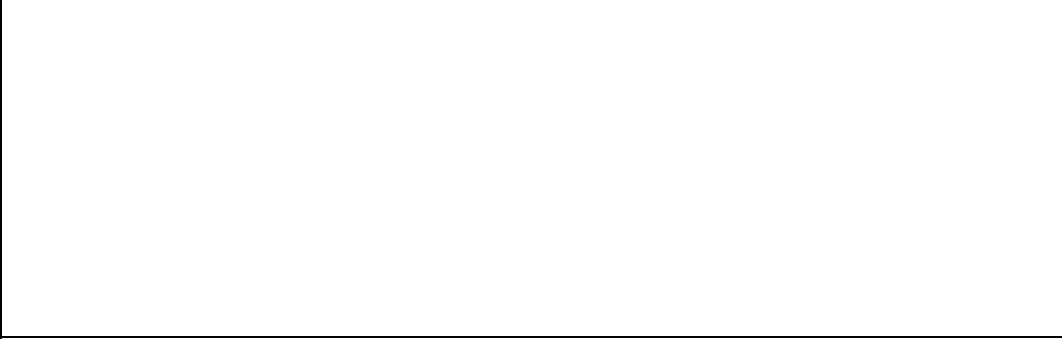
the composition of candidate pools, and signals gaps to be addressed by the program.

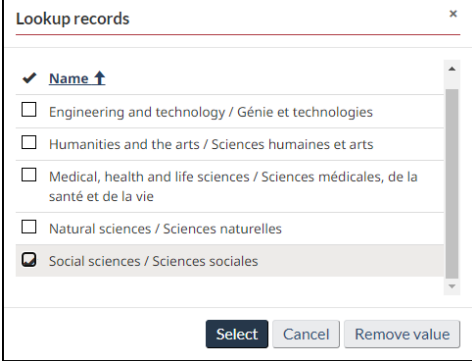
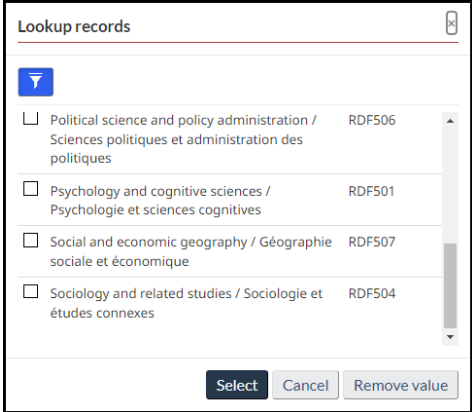
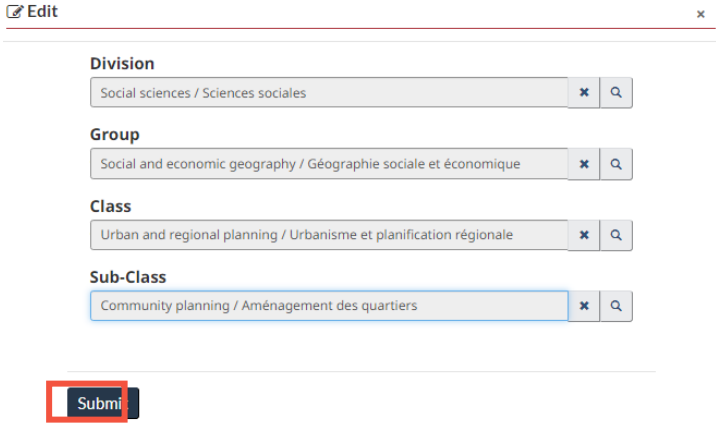
To aid us in selecting appropriate expert peer reviewers, please identify the research categories that correspond with your proposal. Select **Add a category.**

Note: Up to 5 categories may be identified.

You will be able to identify your research by Division, Group, Class & Sub Class as defined by the [CRDC system \(Field of Research\)](#)

For example, the division indicated here is



<p>Social Sciences.</p>	
<p>Once the division has been selected, you will have the opportunity to select the group. If Social and economic geography is chosen,</p>	
<p>You will be presented class options where you might select Community Planning. Click Submit when you have completed entering a research category.</p>	
<p>Please indicate up to five sub-classes for your proposed</p>	

research for purposes of peer review.

You may **Edit** or **Remove** categories after adding.

Click **Validate and save** when complete.

Add

Division ↑	Group	Class	Sub-Class	Actions
Social sciences / Sciences sociales	Social and economic geography / Géographie sociale et économique	Urban and regional planning / Urbanisme et planification régionale	Community planning / Aménagement des quartiers	Edit Remove
Social sciences / Sciences sociales	Social and economic geography / Géographie sociale et économique	Human geography / Géographie humaine	Behavioural geography / Géographie du comportement	Edit Remove
Social sciences / Sciences sociales	Social and economic geography / Géographie sociale et économique	Urban and regional planning / Urbanisme et planification régionale	Housing market development and management / Développement et gestion des marchés de l'habitation	Edit Remove
Social sciences / Sciences sociales	Law and legal practice / Droit et exercice du droit	Law (except legal practice and international law) / Droit (sauf l'exercice du droit et le droit international)	Human rights / Droits de la personne	Edit Remove

Validate and save

Next

In the official language of your choice, please provide a brief, plain-language summary (250 words in English, 300 words in French) of the research being proposed in the **Joint collaborative research abstract** box.

Joint collaborative research abstract

71.43%

Type of Contact ✓

Identification of Fellowship applicant ✓

Identification of NRC Applicant ✓

Fellowship Applicant Attestation ✓

Self-identification ✓

Research Category ✓

Joint collaborative research abstract

Supporting documents 📎

Summary and submission

In the official language of your choice, please provide a brief, plain-language summary of the collaborative research being proposed.

Using simple terms, describe the nature of the work, why and to whom the research is important, anticipated outcomes, and the manner in which this research stands to have significant impact on a national or global scale and increases the scientific and scholastic attainment of Canadians.

This plain-language summary may be made available to peer reviewers, the National Kilam Selection Committee, and to the public in the event that you are selected as a program recipient.

If you wish, abstracts may be provided in both official languages.

*** Joint collaborative research abstract (required) ***

Please check with your co-applicant before modifying the content in this field. Once over-written, the original text cannot be retrieved.

(Remaining Characters:5000)

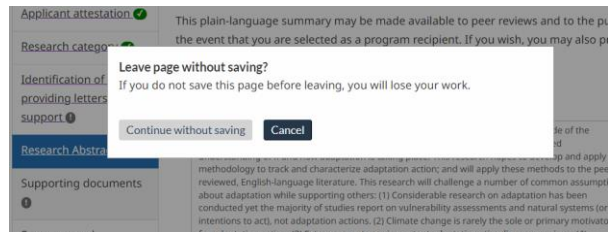
Validate and save

Previous **Next**

Click **Validate and save** once complete.

Note that you can return and edit this section anytime before submitting and your co-PI will be able to view and edit it as well allowing you to work collaboratively on the abstract.

Information entered in forms without using **Validate and save** will be lost.



Supporting documents can be uploaded by clicking **Add document.**

Instructions:

- Text files must be in .pdf, .doc or .docx format.
- Do not use punctuation, spaces, special characters, or more than 45 characters in your file names.

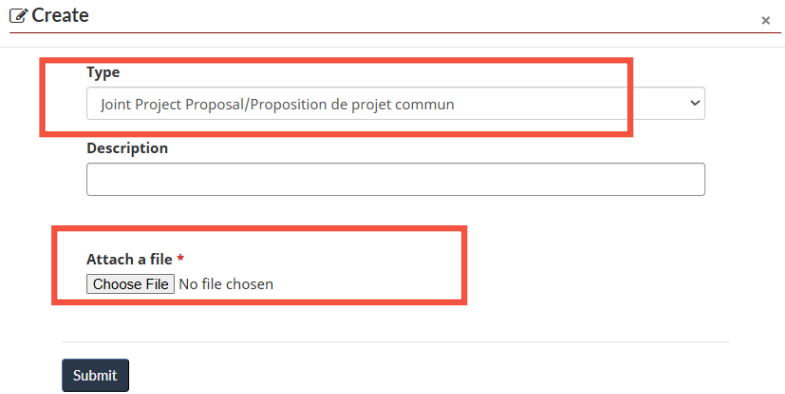
*** Supporting Documents (required) ***

Add document

Name ↑	Type	Created on	Actions
There are no records to display.			

Validate and save

Previous **Next**

<p>Choose the document type from the drop down menu and attach the file from your computer.</p>	 <p>The screenshot shows a 'Create' form with a dropdown menu for 'Type' set to 'Joint Project Proposal/Proposition de projet commun'. Below it is a 'Description' field. A file upload section is labeled 'Attach a file *' with a 'Choose File' button and the text 'No file chosen'. A 'Submit' button is at the bottom.</p>																							
<p>Please refer to this chart to understand who can upload the various documents required.</p> <p>Note that your co-PI who began the submission is responsible for ensuring that all required documents are attached before submitting.</p>	<table border="1" data-bbox="386 680 1386 1050"> <thead> <tr> <th>Document</th> <th>Quantity</th> <th>Uploaded by</th> </tr> </thead> <tbody> <tr> <td>Joint Project Proposal</td> <td>1</td> <td>Either applicant</td> </tr> <tr> <td>Joint Knowledge Mobilization Plan</td> <td>1</td> <td>Either applicant</td> </tr> <tr> <td>Joint community research supplement</td> <td>Up to 1</td> <td>Either applicant</td> </tr> <tr> <td>CV with Candidate statement – Fellowship Applicant</td> <td>1</td> <td>Either applicant or Fellowship institutional contact</td> </tr> <tr> <td>CV with Candidate Statement – NRC applicant</td> <td>1</td> <td>Either applicant or NRC institutional contact</td> </tr> <tr> <td>Letter of Support</td> <td>2 (one from Fellow's institution and one from NRC)</td> <td>Either applicant or either institution contact</td> </tr> </tbody> </table>			Document	Quantity	Uploaded by	Joint Project Proposal	1	Either applicant	Joint Knowledge Mobilization Plan	1	Either applicant	Joint community research supplement	Up to 1	Either applicant	CV with Candidate statement – Fellowship Applicant	1	Either applicant or Fellowship institutional contact	CV with Candidate Statement – NRC applicant	1	Either applicant or NRC institutional contact	Letter of Support	2 (one from Fellow's institution and one from NRC)	Either applicant or either institution contact
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CV with Candidate Statement – NRC applicant	1	Either applicant or NRC institutional contact																						
Letter of Support	2 (one from Fellow's institution and one from NRC)	Either applicant or either institution contact																						
<p>On the Summary and Submit page, <u>submit form</u> will appear as an option once you have completed</p>																								

your portion of the submission. When you click **submit form**, your co-PI will receive an email notifying them that you have completed your portion of the submission and they can proceed with final submission if both institutional contact have also completed their portion of the submission.

Summary and submission

100.00%

Type of Contact ✓
Identification of Fellowship applicant ✓
Identification of NRC Applicant ✓
Fellowship Applicant Attestation ✓
Self-identification ✓
Research Category ✓
Joint collaborative research abstract ✓
Supporting documents ✓
Summary and submission

Submission of the form will be enabled when all the mandatory information is filled in. Please read through instructions the appropriate fields and click 'Validate and Save'. A '✓' icon indicates validation completed for the page.

Please check with your institutional contact that they have verified your application before you submit.

Use this checklist to confirm that you and your co-PI have completed all relevant sections of the form and have included material.

Your joint submission must include the following items.

- Joint collaborative research abstract (250 words maximum)
- Joint knowledge mobilization plan (1,000 words maximum)
- Joint project proposal (1,500 words maximum) plus up to five (5) additional pages for references, and one (1) additional estimates
- Joint community research supplement (optional) (500 words maximum)
- Two Curriculum Vitae with candidate statements (30 pages maximum)
- Two letters of support (each 1,000 words maximum)
- Identification of Research Categories
- Eligibility attestations

Instructions

- Text files must be in .pdf, .doc, or .docx format.
- Do not use punctuation, special characters, or more than 45 characters in your file names.
- The total maximum file size including attachments is 25 MB.

Send your completed application on or before the deadline by 23:59 (local time).

If you do not receive a confirmation email within 2 business days, please contact us.

The National Killam Program Office will not assess incomplete or late applications.

Submit form

Previous Next

If you have any questions not covered in this guide, contact the [National Killam Program Office](#) for assistance.