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Date: Monday, November 6, 2023

To: Department Chairs, Associate/Vice Deans (Research)

From: Award Services, Faculty of Graduate Studies and Research

Re: **2024 Izaak Walton Killam Memorial Postdoctoral Fellowships and Grant Notley Memorial Postdoctoral Fellowships**

The Faculty of Graduate Studies and Research (FGSR) is pleased to announce details of the 2024 Izaak Walton Killam and Grant Notley Memorial Postdoctoral Fellowships, also now available on [FGSR's website](#). The University of Alberta is committed to supporting diverse research environments for all scholars and is working to drive deeper cultural change in our research ecosystem. Departments may recommend applicants who self-identify as Indigenous or Black above the nomination quota. The self-identification must be declared by the applicant on the Izaak Walton Killam & Grant Notley Memorial Postdoctoral Fellowships Application Form. A maximum of four Killam fellowships will be available. One Notley Fellowship is available for a scholar whose research is in politics, history, economy, society, or related fields, of Canada, with preference given to research of Western Canada.

Fellowship Values

Killam: valued at \$50,000 per year for up to two years

Notley: valued at \$46,000 per year for up to two years

Both fellowships cover the cost of the University Postdoctoral Supplemental Health Insurance plan and include a one-time \$4,000 [research allowance](#). Funding for the second year is subject to submission and approval of a Renewal Report.

The regulations of the fellowships prohibit recipients from holding two major awards (value of \$13,000 or greater) at the same time. If they are offered a major fellowship from another granting agency to complete studies at the University of Alberta, they are required to accept it; they then may be eligible to become an Honorary Izaak Walton Killam Memorial Postdoctoral Fellow/Honorary Grant Notley Memorial Postdoctoral Fellow. In this case, they would be eligible for top up funding to a maximum of \$50,000 per annum (Killam) or \$46,000 (Notley) if the value of the other fellowship is less than the value of the Killam/Notley Postdoctoral Fellowship. They will also be eligible for the \$4,000 research allowance. If they are offered a major fellowship from another granting agency at an institution other than the University of Alberta, they can choose to decline it and accept the Fellowship or they can decline the Fellowship. If they decline the Fellowship, they will not be considered an Honorary Recipient and will not be entitled to receive a top-up or research allowance.

Start Dates

Fellowship commencement dates: between June 1, 2024 – January 1, 2025. Departments/faculties are to note FGSR will be the primary contact of these Fellowships, and will be administering the postdoctoral appointment hiring and payment process for the term of the recipients' appointment.

Eligibility

- Open to citizens of any country.
- At the time of nomination submission to FGSR, the applicant must not already hold a postdoc position at the University of Alberta or be employed at the University of Alberta.
- Applicants must have completed a doctoral degree within three years from FGSR's nomination submission deadline date of January 15, 2024 (i.e. on or after January 15, 2021) or will do so prior to commencing the fellowship.

Killam Fellowship: The doctoral degree obtained must be from a university other than the University of Alberta.

Notley Fellowship: Doctoral degrees obtained from the University of Alberta are eligible, however, no preference will be given. Available for research in politics, history, economy, society, or related fields, of Western Canada, with preference given to research of Western Canada (Western Canada is defined as Manitoba, Saskatchewan, Alberta, and British Columbia and may include Nunavut, Northwest Territories and Yukon).

The window of eligibility can be extended by a cumulative maximum of two years if the applicant had their career interrupted for one or more of the following reasons:

- parental leave
- illness
- health-related family responsibilities
- mandatory military service
- disruptions due to war, civil conflicts and/or natural disasters in the country of residence

Career interruption refers to a period of time when the applicant was not working (fulltime or part-time) and when their research output was completely interrupted. Additionally, for health professionals who have engaged in post-degree non-research related clinical training (e.g., residency), the eligibility window can be extended by the duration of this training.

Interruptions used to extend the eligibility window for degree completion must have occurred after the fulfilment of the degree requirements and before the nomination submission deadline. Details of the interruption must be included on a Special Circumstances document that is to be submitted with the Fellowship application.

Fellowships may be awarded in departments without doctoral programs, but only in facilities where adequate and doctoral caliber research is being carried out.

Fellowship holders should be likely to contribute to the advancement of learning or to achieve distinction in their profession, should not be a one-sided person, and each scholar's special distinction should be founded upon sound character and collegiality.

Nomination Process

The maximum is one nomination per category. One applicant may be nominated for more than one category, if eligible (ex. Killam, Notley, or Killam + Notley). Departments may recommend applicants who self-identify as Indigenous or Black above the nomination quota. The self-identification MUST be declared by the applicant on the Izaak Walton Killam & Grant Notley Memorial Postdoctoral Fellowships Application Form. Nominations submitted above the quota without the applicants' self-declaration will not be accepted.

Departments may set their own internal deadline to collect applications from potential candidates for internal review and selection. Nomination packages must be submitted as a single combined PDF in the order 1-4 listed below to grad.awards@ualberta.ca by **January 15, 2024**; please do not share files via Adobe PDF Portfolios or Google Drive.

To avoid lost/spammed emails, Departments are to request Award Services to confirm receipt of their nomination upon email submission. Departments who do not receive an email reply from grad.awards@ualberta.ca confirming receipt of their nomination within 2-3 business days are responsible for following up with FGSR. Late or incomplete nominations will not be accepted.

Individual departments are responsible for pre-screening all documents before ranking and submitting fellowship applications to FGSR. Departments are responsible for notifying any applicants that have not been selected for nomination to FGSR. Please make sure each applicant meets the eligibility requirements; no exceptions will be made. All forms and letters must contain certified digital signatures or scanned original signatures. Forms and letters that have not been signed will not be accepted. Each nomination must include:

- 1) Signed [Department Nomination Form](#)
- 2) Signed cover letter on institutional letterhead from the Department Chair (or delegate) indicating benefits that would accrue from the proposed collaboration. The department/faculty is to speak to the sound character and/or collegiality of the applicant
- 3) Completed and signed Izaak Walton Killam/Grant Notley Memorial Postdoctoral Fellowship [Application Form](#) including all attachments
 - Statement of Proposed Research Project:
 - Statement of Research Experience
 - Statement of Community Engagement
 - Applicant's CV
 - Copy of PhD, PhD-equivalent or health professional degree (or letter confirming degree requirements will be/have been met).

- If PhD has not been obtained no attachment is required
 - All documents submitted must be in English, as well as the original language in which they were written. A certified translator, not the applicant/department, must prepare the English version
 - Supervisor Letter of Support (cannot also be a reference)
 - Supervisor [Biosketch](#) form and 4 pages max (must include this specific form)
 - Window of Eligibility Special Circumstances (if applicable)
- 4) Three signed letters of appraisal
- Applicants are responsible for arranging to have their referees send the letters to the Department
 - References are to match the names listed on the Application Form; if additional letters are submitted, they will be removed prior to adjudication in no particular order
 - Letters must be signed and on institutional letterhead

Timeline: dates following the nomination submission deadline are subject to change:

January 15, 2024: Deadline for Departments to submit complete nominations (including all references) to FGSR.

January 16 – February 28, 2024: Applications are checked for eligibility and completeness. Review and adjudication by Postdoctoral Fellowship Selection Committee members

March/April 2024: Postdoctoral Fellowship Committee Final Selection Meeting

April/May 2024: Killam Trustees to approve selected Killam awardees. Results letters are sent to all Killam/Notley applicants. Recipients are to respond to offer of fellowships. Alternate candidates will be notified if a fellowship should become available.

We wish all applicants success in the upcoming competition!

Sincerely,

FGSR Award Services