

DMRF Canada Clinical and Research Fellowship Training Program

APPLICATION GUIDELINES

Please read the following carefully and provide all required information. Only complete applications will be considered.

Eligibility:

The fellowships will only be awarded to individuals who have the equivalent of the Royal College of Physicians and Surgeons College in Neurology (or who are working toward this) and will be qualified to practice in the movement disorder field in Canada. In addition, applicants must be involved with institutions that have established training programs with appropriate resources to provide both clinical and research training in dystonia, including the use of botulinum toxin type A or type B approved for use in Canada.

The applicant must have a mentor at the institution with clinical expertise in dystonia, who will develop a mentorship plan for the fellow. To become eligible, an institution must provide information on the training environment, program curriculum, available resources and the expected amount of exposure to patients with dystonia.

Application:

The following items must be submitted:

- a. **Application Cover Sheet with Terms and Conditions acceptance.**
- b. **Mentorship Plan**, which must include information on the institutional training program curriculum, available resources, and amount of exposure to dystonia patients that will be provided. This should include a letter from the mentor detailing his/her support and commitment.
- c. **Curriculum Vitae of Applicant.** Do not exceed 5 pages.
- d. **Curriculum Vitae of Mentor.** Do not exceed 5 pages.
- e. **Applicant's Personal Statement:** Describe your professional interests, achievements, and plans for the future. Do not exceed 2 pages.
- f. **Letters of Recommendation:** Two letters of recommendation must be provided from:
 - i. Applicant's residency program director
 - ii. One letter from a faculty or physician with whom the applicant has worked
- g. **Budget Information:** Discuss how funds will be used. The maximum amount available for this fellowship is \$65,000 each year for two (2) years. Up to 10% (\$6,500) may be used for research expenses and travel to scientific and clinical meetings. No institutional indirect costs are allowed. Provide written assurance that upon receipt of a DMRF Canada clinical and research fellowship, there is no overlap of any kind in current or anticipated funding of the DMRF Canada fellowship. If the DMRF Canada fellowship is to be supplemented by other funds this must be clearly stated and justified.

Please submit completed application package via email to:

Archana Castelino
archanacastelino@dystoniacanada.org
416-488-6974 / 1-800-361-8061

APPLICATION DEADLINE: February 7, 2025

DMRF Canada Clinical and Research Fellowship Training Program

APPLICATION COVER SHEET

APPLICANT INFORMATION

Name

Address

City

Province

Postal Code

Email

Phone

INSTITUTION INFORMATION

Name

Address

City

Prov

Postal Code

Mentor Name

Email

Phone

APPLICATION CHECKLIST

The following items must be included, or your application will be considered incomplete:

- Application Cover Sheet and Terms and Conditions
- Mentorship Plan
- Applicant CV

- Mentor CV
- Personal Statement
- Letters of Recommendation (2)
- Budget Information

By signing this form, I certify that the information provided in this application is complete and correct to the best of my knowledge. I understand that any false or missing information may disqualify me for this fellowship.

Signature of Applicant

Date

DMRF Canada Clinical and Research Fellowship Training Program

Program Terms and Conditions

The DMRF Canada Clinical and Research Fellowship award is conditional upon strict compliance with the following terms and conditions (the “Terms and Conditions”) which the applicant shall be deemed to have accepted upon submission to DMRF Canada of an application to participate in the Program. Failure to comply with these Terms and Conditions may result, in addition to any other remedies DMRF Canada may have at law, in the termination of the research grant or training award granted under the Program and exclusion of the applicant from future grant and fellowship award competitions.

a. No Similar Funding

Research Grants are awarded on the condition that the Recipient receives no funds from any third party during the term of the award that would duplicate the purpose of the Grant. For additional funds received prior to the expiry of the award term, the Recipient will be required to reimburse the DMRF Canada to the extent of the overlapping amount.

b. Payment of Awards

Funds are paid out in annual instalments, starting on July 1st. Funds for all awards from DMRF Canada are directed to the appropriate Funds Administrator of the host university or institution concerned.

c. Closing of Awards

If for any reason the fellowship cannot be continued within the agreed upon time, the funding awarded under the Program will be closed. Any funds remaining will be frozen and cannot be put to any use whatsoever. Such funds are to be immediately returned to DMRF Canada unless the successful applicant is given prior written permission by DMRF Canada to use such funds to complete the applicant’s project.

d. Prolonged Absence from Work

The Fellow shall immediately notify DMRF Canada of any illness or other cause necessitating the absence of the applicant from work exceeding ninety successive days. Continuation of the award will be at the discretion of DMRF Canada.

e. Responsibility of Supervisor

It is anticipated that a Supervisor, in their agreement to take on the responsibility of supervising a fellow, agrees to act as supervisor for the entire duration of the project. In the event of extenuating circumstances where a supervisor cannot fulfill their obligation to the student and DMRF Canada to complete the term of the award, the Supervisor must notify DMRF Canada immediately in writing with a clear explanation of the reason for the change.

f. Transfer of Award

A successful applicant who has received an award under the Program may not change projects or institutions and further, may not transfer the award, in any case whatsoever, without the prior written consent of DMRF Canada. Such change or transfer may be granted at the discretion of DMRF Canada.

g. No Binding Commitment

Nothing in these Terms and Conditions shall be deemed to obligate DMRF Canada to award funds to an applicant. The decision to accept or reject an applicant’s application for a Fellowship award vests solely with the Fellowship Review Committee acting in its sole discretion.

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h. Financial Gain

DMRF Canada will not approve applications that involve any element of financial profit from the granted funds to an applicant, or any other individual named on the Program face sheet submitted by the applicant to DMRF Canada, including the applicant’s collaborators and/or key personnel.

i. Communication

The public relations department of an Approved Institution will promptly be informed of any successful application and may publicize notice of receipt of an award under the Program. DMRF Canada should receive copies of all press announcements prior to publication where possible. All written or presentation references to this Fellowship should include acknowledgement of the support provided by DMRF Canada.

j. Limitation of Liability

In no event shall DMRF Canada be liable to the applicant, an Approved Institution or any other person or entity for costs, damages, losses or injuries arising for any reason including, without limitation, claims based in tort, contract or other legal theory. For greater certainty, DMRF Canada shall not be liable for any direct, special, consequential, incidental, punitive or indirect damages, however caused.

k. Indemnification

The successful applicant and the Approved Institution (the “Indemnifiers”) will be responsible for all risk and liability related to the training of, or work performed by, the applicant and the use of the funds awarded under the Program and shall take all necessary measures to avoid any losses or damages to DMRF Canada. The Indemnifiers will defend, fully indemnify and hold harmless DMRF Canada, its successors, assigns, directors, officers and employees from and against any and all claims, demands, suits, actions, causes of action and/or liability, of any kind, whatsoever, including losses, however caused, resulting from: (i) negligent acts or omissions arising in connection with the training of, or work performed by, the applicant; (ii) the use of the funds awarded under the Program; and (iii) any and all breaches by the Indemnifiers of these Terms and Conditions.

l. No Partnership

The acceptance or deemed acceptance by DMRF Canada, the applicant and the Approved Institution shall not create any agency, partnership, joint venture or employment relationship between the parties and neither of the parties shall have the power to obligate or bind the other party.

m. Governing Law

These Terms and Conditions shall be construed pursuant to the laws of the Province of Ontario and the laws of Canada applicable therein.

TERMS AND CONDITIONS

By signing this form, I certify that I have read and reviewed the Terms and Conditions listed herein. I understand that failure to comply with the Terms and Conditions may result, in addition to any other remedies DMRF Canada may have at law, in termination of the Program and exclusion of the applicant from future grant and fellowship award competitions.

Signature of Applicant

Date

Signature by Institution

Date