INSTRUCTIONS FOR ABORIGINAL GRADUATE FELLOWSHIP BRIDGE FUNDING
APPLICATION 2022-2023 COMPETITION

Summary

The Faculty of Graduate and Postdoctoral Studies will match funds provided by graduate programs (to a maximum of $8,000 per student and to a maximum of $50,000 Bridge program funding available for 2022-2023 in total) to support Master's Indigenous students for the 2022/23 academic year (i.e., from 1 September 2022 to 31 August 2023). This funding is intended to support students until they can apply for the next regular Aboriginal Graduate Fellowship competition. It is also intended to support students who were not successful in receiving other funding, such as Tri-Agency Master’s awards, Affiliated Fellowships, etc., for the 2022/23 academic year. Award winners are selected on the basis of academic merit through a competition administered by the Faculty of Graduate and Postdoctoral Studies.

Applicants must check with their graduate program regarding their program’s internal application deadline. Internal application deadlines are normally several weeks before the Faculty of Graduate and Postdoctoral Studies graduate program nomination deadline.

Eligibility Requirements

Please refer to the Aboriginal Graduate Fellowship Bridge funding webpage for eligibility requirements.

Evaluation Criteria

Please refer to the Aboriginal Graduate Fellowship Bridge funding webpage for evaluation criteria.

Application Form

Applicants are required to complete the Aboriginal Graduate Fellowship – Bridge Funding Application Form.

General Instructions

The application form is designed to be completed on your computer using the “TAB” key to navigate through the document, with only the signature being hand-written.

Personal Information

Please enter your name, UBC student number (if applicable), current e-mail address and Indigenous nation/tribe in the spaces provided.

Degree for which Applicant is Requesting Support

Please enter information about the graduate degree program you intend to pursue in the 2022-2023 academic year. Please enter the number of months of Master’s study you have completed as of 31 December 2021. Count all months of graduate study, at UBC and at previous institutions.

Citizenship

Please select your citizenship status from the pull-down list.

Contribution and/or Connection to Indigenous communities

Please note that preference will be given to applicants who demonstrate contributions and/or connection to Indigenous communities. As set out in the United Nations Declaration on the Rights of Indigenous Peoples, Article 9, “Indigenous
peoples and individuals have the right to belong to an indigenous community or nation, in accordance with the traditions and customs of the community or nation concerned. No discrimination of any kind may arise from the exercise of such a right”.

Describe contributions you have made or connections you have to the Indigenous communities. This section must be filled out. (2,500 character maximum, including spaces)

Signature
Your signature certifies that you meet the following specific requirements:

- You accept the terms and conditions of the award as set out in UBC’s Senate Regulations Governing University Awards (http://www.calendar.ubc.ca/vancouver/index.cfm?tree=3,299,0,0);
- You understand that the personal information you provide on this form is collected pursuant to section 26 of the Freedom of Information and Protection of Privacy Act (http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/96165_00). It will be used only for the purposes of processing and assessing your scholarship application in accordance with section 32 of the Act. If necessary, it will be disclosed in accordance with sections 32 to 36, as authorized by the Act;
- You agree to comply with UBC’s Policy on Scholarly Integrity (http://www.universitycounsel.ubc.ca/policies/policy85.pdf);
- You certify that the information provided in your application is true, complete, accurate and consistent with institutional policies to the best of your knowledge. The provision of false or inaccurate information may result in sanctions, including termination of funding and disentitlement from eligibility for future funding; and
- You acknowledge and accept that UBC reserves the right to follow up in order to validate the applicant information that is provided in the application.

Attachments

In addition to the Aboriginal Graduate Fellowship Bridge Funding application form, you must submit the following materials to your graduate program by their internal application deadline.

General Presentation
Attachments materials must be submitted to your graduate program. Please ensure your attachments are presented according to these specifications:

- Text must be single-spaced, with no more than six lines per inch.
- Pages must be 8 ½” x 11” (216mm x 279mm);
- All text should be black, and no colour images should be used;
- The acceptable font is Times New Roman (regular, minimum 12-pt.) or any comparable serif font.
- Condensed type is not acceptable.
- Set margins at a minimum of 2 cm (3/4 of an inch) all around.
- Use a left-justified, standard page layout.
- Include your name and UBC student number in the page header (on every page).
- For multipage attachments, number the pages sequentially.
- The maximum number of pages permitted is indicated in each section of the application. Pages in excess of the number permitted will be removed.
- If you have supporting documents written in a language other than English or French, you must provide a translation of the document in English or French.
- Any extraneous materials (materials not requested in the instructions below) will be removed if submitted.

Outline of Proposed Research

Maximum two pages, as follows:

- maximum of one page can be used for the outline of proposed research; and
- maximum of one page can be used for citations.
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Outline of Proposed Research (one page)

Provide a detailed description of your proposed research project for the period during which you will hold the award. Be as specific as possible. Provide background information to position your proposed research within the context of the current knowledge in the field. State the objectives and hypothesis, and outline the experimental or theoretical approach to be taken (citing literature pertinent to the proposal), and the methods and procedures to be used.

If you have not yet decided on a specific project, you must still provide a detailed description of a research project that interests you. You are not bound by this project. You may change your research direction or activities during the course of the award.

Citations (one page)

Include citations for all works referenced in the research proposal. These citations should be in a format used by the primary discipline of the proposed research. You must ensure that all citations are clear and complete, to allow reviewers to easily locate the sources.

In addition:

- The Citations page is where you will list works that are cited in your proposal; it is not a bibliography for your research topic.
- Applicants are expected to write their own research project independently. Ideas and/or text belonging to others are to be properly referenced.
- Include all relevant information in the outline. Do not refer reviewers to URLs or other publications for supplemental information.
- In the Outline of Proposed Research, provide the requested information according to the guidelines and format standards outlined in the General Presentation section above.

Transcripts

- Transcripts for all university-level studies (including studies undertaken but not completed) up to December 31, 2021
- UBC transcript:
  - Request the “Academic History” document from your UBC graduate program. Official UBC transcripts ordered from Enrollment Services are also acceptable.
  - The UBC transcript must include Fall 2021 (2021W1) registration.
  - Must include UBC transcript key. The current version is available here: https://www.grad.ubc.ca/sites/default/files/doc/page/awards_ubc_transcript_key_2015.pdf
- Other transcripts:
  - Official transcripts are preferred
  - Acceptable:
    - Official transcripts from UBC admission application (evision system): Scanned copies of official transcripts, accessed by the UBC graduate program from evision, that were validated and uploaded by G+PS (i.e., transcripts listed as “Transcripts & Diplomas – Official” under ‘Document Type’ in evision)
    - “Certified true” copies of official transcripts from the UBC graduate program’s own files.
    - Official transcripts sent directly from the issuing institution to the UBC graduate program.
    - Transcripts uploaded by the applicant for UBC admission (ie. official transcripts in evision system that are not verified by G+PS)
    - Applicant’s personal copies of official transcripts
  - Acceptable, but not preferred:
    - Unofficial transcripts (no water mark or registrar’s signature or registrar's stamp and/or may note “unofficial” on each page and/or downloaded from institution student account)
  - Check with your UBC graduate program as they may have some or all of your transcripts on file in the “eVision” system. Plan ahead and check with your graduate program early, so that you know which
transcripts they have on file and which transcripts you will need to order from your past institutions. Note: The Faculty of Graduate and Postdoctoral Studies is unable to provide transcripts.

- **Up to date transcripts**: Dated or issued in the Fall session (Fall 2021) (if currently registered) or after the last term completed (if not currently registered).

- **Foreign transcripts**: For students including foreign transcripts, if the transcripts are not presented in one of Canada’s two official languages (English or French), a certified translation must be provided, in addition to the official transcripts in its original language.

- All transcripts must include one copy of the transcript key/legend (typically found on the back of each paper transcript page)

- “All university level studies” includes transcripts from transfer credit courses and exchange or study abroad terms. The transcripts from those institutions must be provided.

- It remains the applicant's responsibility to ensure that all required transcripts have been provided to his or her graduate program by the graduate program's internal AGF deadline.

Canadian Common CV

Applicants are required to complete the CCV from the Canadian Common CV website (https://ccv-cvc.ca/indexresearcher-eng.frm) as part of their Aboriginal Graduate Fellowship Bridge Funding application. Refer to the Canadian Common CV – How to Complete the Canada Graduate Scholarships-Master's Version (http://www.nserc-crsng.gc.ca/Students-Etudiants/CCV_CGSM-CVC_BESCM_eng.asp) for details.

Applicants to the Aboriginal Graduate Fellowship Bridge Funding competition must complete the CGS-Master's template of the CCV.

* Rather than attach an .xml version of your CCV to a CGSM application (as described in the “How to Complete…” instructions referenced above), Aboriginal Graduate Fellowship Bridge Funding applicants are to click “History” in the top menu bar when logged into the CCV website and select the .pdf version of their CCV. If the ‘History’ button does not generate your CCV PDF document, you can also generate the CCV by clicking the ‘Preview’ button.

The CGS-Master's template of the CCV template was designed to cover the breadth of applicants. Certain fields of entry in the template may not be applicable to your specific circumstances. In those instances, the sections should be left blank.

In the **Leaves of Absence and/or Special Circumstances Impacting on Research** section of the CCV, describe any special considerations that have had an effect on your performance or productivity. Include any considerations that may have resulted in delays in disseminating your research results, such as health problems, family responsibilities, disabilities or other circumstances (for example, the time necessary to complete a monograph, file a patent, or commercialize an industrial process or product). Explain any gaps in the chronology of your experience. The selection committee will take these circumstances into consideration when evaluating your application. If your current supervisor is unable to provide you with a reference letter, you may use this section to provide an explanation. This section can also be used to note research interruptions caused by COVID-19.

Reference Forms – 2 required

Each application must be accompanied by **two** reference forms. These must be completed by persons capable of making an informed assessment, and they cannot be completed by a proposed supervisor unless that person is, or has been, your supervisor.

One assessment should be from a person very familiar with your research and other abilities, e.g., current academic research supervisor or industrial supervisor (in the case of co-op students), previous academic research or industrial supervisor. The second assessment should be from a person sufficiently familiar with your research and other abilities to provide a meaningful commentary.

Applicants are to provide to their referees the Aboriginal Graduate Fellowships Bridge Reference Form. The reference form is a form-fillable Microsoft Word document, and can be e-mailed by the applicant to their referees. Applicants should:

- complete the top portion of the reference forms before providing these forms to their referees;
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• provide their referees with a copy of their Outline of Proposed Research, CCV, and transcripts so that they can be reviewed before the reference forms are completed.
• refer the referee to the evaluation criteria on the AGF Bridge webpage for insight into how the reference will be assessed
• advise the referee to address the applicant’s contributions and/or connection to Indigenous communities

Reference forms are confidential, and the contents of the forms are not to be viewed by the applicant.

Final Notes

It is the applicant’s responsibility to ensure that all application materials (including transcripts and reference forms) are received before their graduate program’s internal AGF Bridge application deadline.