

## BioCanRx Lab Exchange Program Details

The BioCanRx mission is to build and foster a network that accelerates Canada's most promising biologically based cancer therapies into clinical trials. Canadian scientists, staff and trainees involved in the research and development of cancer biotherapeutics are central to achieving our mission, and we believe that staying current with the field and continually updating one's skill sets are important to your personal success, the network and the entire field.

### Program Deliverables

The BioCanRx Lab Exchange Program aims to establish partnerships focused on training, in particular skills development and technology transfer, as well as strengthen connections between network members and/or industry partners. Lab exchanges can be up to 2-weeks in duration. Exchanges are expected to benefit the participating highly qualified personnel with their professional development through specialized skills development and networking, their lab group/work team, their project/work responsibilities and the greater BioCanRx network.

In order to meet the dynamic needs of the network, this program has a rolling open deadline with the following deadlines and notification of award dates:

Application Deadlines	Notifications of Award Status
June 3, 2016	July 15, 2016
August 19, 2016	September 23, 2016
November 18, 2016	December 16, 2016
February 17, 2017	March 17, 2017

### Eligibility

The Lab Exchange Program is open to graduate students, post-doctoral fellows, research associates, technical and clinical research staff working under a BioCanRx founding or currently funded Principal Investigator (see list of PIs [here](#)). This program is also open to BioCanRx Core Facility staff.

The partnering research group or industry partner must be providing specialized skills training or technology transfer not widely available.

Priority will be given to exchanges between BioCanRx research groups or between a BioCanRx research group and industry partner.

If you are unsure about your eligibility, please contact Jovian Tsang, Manager of HQP Training Programs, at [jtsang@biocanrx.com](mailto:jtsang@biocanrx.com).

### **Specific Terms of the Award**

Each year, BioCanRx will make available funding for 4 lab exchanges, one per quarter. Successful applicants will be reimbursed for travel, accommodation and meals for the duration of the exchange. Funding for lab exchanges will be provided for up to 2-weeks or for a maximum of \$3000 per exchange.

Reimbursement would be paid out to the candidate directly.

Awardees must complete a post-exchange report and feedback form in order to be reimbursed by BioCanRx. In order to evaluate the long-term impact of the exchange, successful applicants must also participate in a phone interview months later with BioCanRx staff.

### **Funding Available**

The Lab Exchange Program has an annual budget of \$12,000 for a total of 4 exchanges, each worth up to \$3,000 per successful applicant.

### **Application Procedure**

Fill out the application form below with the required documentation and send your application package to [jtsang@biocanrx.com](mailto:jtsang@biocanrx.com) by one of the rolling deadlines. Please ensure that application deadlines and award notification dates align with the intended lab exchange dates.

List of Required Documentation:

- ☐ Lab Exchange Application + Completed Questions A, B and C
- ☐ Curriculum Vitae
- ☐ Draft Budget
- ☐ Letter of Support from Current Supervisor
- ☐ Letter of Support from Partnered Supervisor

## BioCanRx Lab Exchange Application

Complete all sections below; return to Jovian Tsang,  
 Manager of HQP Training Programs at [jtsang@biocanrx.com](mailto:jtsang@biocanrx.com).

Candidate Information		
Title:	Surname:	Given Names:
Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female		
Citizenship: <input type="checkbox"/> Canadian (including Permanent Resident) <input type="checkbox"/> Foreign		
Phone Number:	Email address:	
Institution/Organization Name:	Institution/Organization Address:	
Current Principal Investigator/Manager Information		
Title:	Surname:	Given Names:
Phone Number:	Email address:	
Institution/Organization Name: (if different from above)		
Partnered Principal Investigator/Manager Information		
Title:	Surname:	Given Names:
Phone Number:	Email address:	
Institution/Organization Name:	Institution/Organization Address:	
Partnered Direct Supervisor/Trainer Information		
Title:	Surname:	Given Names:
Phone Number:	Email address:	
Position: (PDF, RA, technician, etc.)		

### Other Information To Provide

**A. Provide a summary of the research project that this exchange will contribute to. (Max. 1000 characters)**

**B. Provide a summary of the candidate's current role and responsibilities, how they currently/will contribute to a BioCanRx funded project and how this exchange will benefit that work. (Max. 1000 characters)**

**C. Provide a description of the procedure, skill and/or technology that the candidate will be learning during their exchange. (Max. 1000 characters)**

**D. Attach the candidate's curriculum vitae (no page limit).**

**E. Create a draft budget for the exchange using the provided spreadsheet.**

**F. A letter of support from the candidate's CURRENT supervisor.** NOTE: This letter should be confidential and sent directly by the supervisor to BioCanRx by email (to Jovian Tsang at [jtsang@biocanrx.com](mailto:jtsang@biocanrx.com)). Include complete contact address, phone number and email address.

This letter should also aim to answer the following questions: How will the learned procedure, skill and/or technology benefit the lab and why is it important to the proposed research project? How will the candidate disseminate this knowledge upon their return?

**G. A letter of support from the PARTNERED principal investigator/manager.** NOTE: This letter should be confidential and sent directly by the supervisor to BioCanRx by email (to Jovian Tsang at [jtsang@biocanrx.com](mailto:jtsang@biocanrx.com)). Include complete contact address, phone number and email address.

This letter should aim to answer the following questions: What is the prospective training that will be provided during the exchange? Who will the candidate be learning from and what qualification does the direct supervisor have?

**Assessment Criteria for BioCanRx HQP Development Committee:**

Will this event benefit...	1 strongly disagree	2 disagree	3 agree	4 strongly agree
... the applicant's professional development?				
... the applicant's lab group or work team?				
... the applicant's current project or work responsibilities?				
... the BioCanRx Network?				