



Arthur B. McDonald
Canadian Astroparticle Physics Research Institute

Visiting Scientist Program Application Guidelines

The **Visiting Scientist Program** is a reimburseable support for an established researcher in astroparticle physics to visit a host institution for collaborative work with new research partner(s) for an extended period of time (2 to 12 months in aggregate), inclusive of research sabbatical visits, working visits, etc. The program aims to strengthen Canadian-based research partnerships and bring international researchers to Canada.

A maximum of three awards will be provided in a given fiscal year (April 1 to March 31) with a maximum value of \$15,000 CDN¹. Funding reimbursements can cover either travel and accommodation, or subsistence support expenses defined by the “Expenses Eligibility and Reimbursement Guidelines” and “Budget Estimate Form” documents.

We anticipate that host institutions will contribute material support to applicants and that McDonald Institute awards will reduce cost barriers associated with such visits. The applicant may elect to make one of the following reimbursement claims from the McDonald Institute.

- 1) extraordinary costs for travel and accommodation expenses incurred, up to a maximum of \$15,000, or
- 2) subsistence supports equal to half of pre-tax sabbatical-period salary reduction(s) incurred or salary reductions due to unpaid leave required for a visit, up to a maximum claim of \$15,000 CDN. Such reimbursements will be paid out on a pro-rated basis equal to the portion of salary reductions incurred only during the aggregated duration of the visit to the host institution.
- 3) up to 50% of costs incurred for travel and accommodation support for an international astroparticle physicist in Canada.

Eligibility:

Applicants must have completed a PhD and be an established researcher working in the area of astroparticle physics in Canada. The proposed research program must also be aligned with the objectives of the McDonald Institute. McDonald Institute funded reimbursements may only be made for expenses not already supported by a host institute or any third-party funding specifically awarded to support the claimed expenses. The Institute encourages applications covering non-continuous short-term visiting periods that aggregate to a total duration of two months or more.

Application Process:

¹ The number and value of the awards each year will be determined by demand and remaining funds available. No maximum single award will exceed \$15,000 CDN.

The host institution (e.g., academic department) is responsible for providing resources required to complete the research (e.g. office/lab space, equipment, consumables, etc.) and adhere to institutional regulations (e.g. health and safety training, orientation, etc.). Visitors are expected to contribute to the academic and scholarly life at the host institution through collaborative work, the presentation of research seminars, and mentorship of highly qualified personnel.

VISIT APPLICATION - the proposed visitor can apply with a completed application form, curriculum vitae, a budget estimation form, and a letter of support from the Head of the relevant host department detailing their commitment to the visitor. Please send all documents in a single email to the Research Personnel and Event Coordinator at admin@mcdonaldinstitute.ca with "Visiting Scientist – [LAST NAME]" as the subject line. The McDonald Institute will accept applications beginning March 1, **2024, and keep applications open until all budgeted funds for this program have been committed.** The applications will be reviewed internally and a notice of decision will be released by e-mail within 30 calendar days of receipt.

HOST APPLICATION - If applying to host a visitor, the prospective host can apply with a completed application form, visitor's curriculum vitae, a budget estimation form, and a letter of support from the Head of the relevant host department detailing their commitment to the visitor. Please send all documents in a single email to the Research Personnel and Event Coordinator at admin@mcdonaldinstitute.ca with "Hosting Scientist – [LAST NAME]" as the subject line. The McDonald Institute will accept applications beginning March 1, **2024, and keep applications open until all budgeted funds for this program have been committed.** The applications will be reviewed internally and a notice of decision will be released by e-mail within 30 calendar days of receipt.

REPORTING - Following the completion of their research project, successful applicants are required to provide a photo of themselves engaged in the research group or lab and create materials to showcase the outcomes of their research visit. The McDonald Institute encourages a variety of mediums for knowledge mobilization. For example, the visitor may submit a short article for non-academic audiences describing their experience, a 3-5 minute video, podcast, photo essay, website, etc. focusing on research outcomes and the value of the research visit. Submissions will be used for promotional purposes of the McDonald Institute, the supervisor's lab, and the Visiting Scientist Program.