



## Guidelines for HQP Pooled Resource Competition - Round 11

This round of the HQP Pooled Resource competition is targeted to fund **Graduate** (master's and PhD) astroparticle physics researchers working in Canada for up to **two years**. For PhD awards, this funding is extendable for an additional two years, subject to the McDonald Institute receiving continued funding. The program is intended to cover the research component of a graduate researcher's annual salary, with the expectation that a teaching assistantship (TA) or scholarship would cover a significant fraction of the total package. This model may not be achievable at all institutes. Recognizing that the salary packages and number of TAs may vary by institute, applicants should outline the total salary, the source(s) of other funding with an explanation, and the amount of funding requested. The program has a set envelope for this competition. Therefore, if applications successfully request larger amounts on average, then there will be fewer overall tickets.

The positions are available to the entire astroparticle physics community in Canada but must align with the [McDonald Institute Research Strategy](#). The applications will be scored on the quality of the research opportunity as well as scientific merit of the proposal, need, and alignment with the objectives of the McDonald Institute. The competition also evaluates how principles of equity, diversity, inclusion, and Indigenization are integrated into your recruitment processes and research environment, along with your plans for training, mentorship, and engagement with the broader McDonald Institute network. The scoring matrix is available for review at the end of the application document.

## Equity, Diversity, Inclusion, and Indigenization (EDII)

EDII considerations are key evaluation criteria in this competition. Applicants will be assessed on how they incorporate equity, diversity, inclusion, and Indigenization into both their recruitment of research personnel and the research environment they establish for Highly Qualified Personnel (HQP) to thrive. Evaluation points include the applicant's efforts to foster diversity and promote equity within their research group, strategies to attract candidates from equity-seeking groups, retention approaches, and how accommodations are provided to support individuals. For faculty unsure of where to start, we highly encourage you to utilize the Diversity and Equity Assessment Planning (DEAP) Tool to help demonstrate how you are advancing equity within your training environments. The DEAP Tool can be found on the McDonald Institute website here: <https://mcdonaldinstitute.ca/deap-tool-for-researchers/>

The McDonald Institute acknowledges that individuals hold intersectional identities (e.g., race, class, gender, sexuality, disability, nationality, religion, language, and age) and that categorizing HQP can marginalize their lived experiences. Categorization refers to grouping individuals based on demographic traits (e.g., sex, age, ethnicity, or religion), personality and interests (e.g., introversion), or health status. It is inappropriate to disclose an individual's medical status, sexual orientation, sex, ethnicity, race, religion, or other personal characteristics in this application. Observations about others may not reflect their self-identification and sharing such information infringes on personal privacy.

Instead of categorizing individuals, applicants should highlight activities and initiatives that demonstrate their approach to integrating EDII principles into their research environment. For example:

*Example 1: "I foster a research environment that has supported a senior master's student, passionate about advocating for the LGBTQ2S+ community, in launching a mentorship program for new students at our institution."*

*Example 2: "I have implemented flexible meeting schedules and remote work options to accommodate a research assistant who balances academic responsibilities with caregiving. This approach ensures*



*they can fully participate in our research activities while maintaining their other commitments."*

Example 3: *"In my research group, I have established a peer-support system where new team members are paired with experienced researchers who share similar academic interests. This initiative has helped foster an inclusive environment where all students, including those from underrepresented backgrounds, feel supported in their professional and personal growth."*

### **Eligibility**

The applicant must be able to supervise at an associated Canadian academic institution and be eligible to hold an institutional account for grants or awards. The proposed research must be related to the field of astroparticle physics. Proposals must be in line with the [McDonald Institute's vision and scientific goals](#).

### **Proposal Process**

Complete a separate application form for *each* position. Application form completion is mandatory and includes sections that have assigned page limits. The scoring matrix is available for review at the end of the application document.

Applications that fail to follow the template will not be considered. Where applicable, certain information may be copied between applications, though each position is unique and will be considered on its own merits.

Completed applications should be sent to [admin@mcdonaldinstitute.ca](mailto:admin@mcdonaldinstitute.ca) with the subject line "HQP Pooled Resources Round 11 – {Supervisor Last Name}"

Successful applicants will be granted one ticket for each successful position. The awarded ticket is expected to be filled (i.e., a future or current graduate student has been identified for this funding) by the end of May 2025. To ensure the two full years of funding, the student must be using the funds by September 2025, unless an explicit exception is granted. All unused tickets and/or portions of funding will be returned to the pool. The formal process to confirm a filled ticket will be provided to successful ticket applications.

### **Reporting Requirements:**

All tickets awarded and claimed will be required to submit a midterm and final report on completion. Report templates will be shared.

### **Scientific Management Committee**

The Scientific Management Committee adjudicates applications and forwards recommendations to the Scientific Director. The Scientific Management Committee has representation across a large number of institutions with early career and established researchers involved in both theory and experiments. Applications will be scored as per the matrix available at the end of the application form.