

2023 – 2024 LAIDLAW SCHOLARS PROGRAM

APPLICATION GUIDELINES

Welcome and thank you for your interest in the Laidlaw Scholars Program. The instructions in this document should help you accurately complete each component of the application form. If you have any questions about completing the form, email us at laidlaw.scholars@utoronto.ca.

While considering a research topic for this program, please note that the project must be completed in 6 weeks and so, it is recommended that you pick a research topic that fits this timeframe.

Application components

- Application form
- Research Proposal
- Personal Leadership Prompts
- Research Advisor Statement of support

Note: All documents where indicated should be uploaded together as one Word doc or PDF. When labelling your files, please make sure to include your name (e.g. Jane Smith – Application documents)

Application form

You can access the application by enrolling in the Laidlaw Scholars Programme Recruitment and Application module within the Experiential Learning tab on CLNx. [The application form will be available on CLNx on October 10th, 2023.](#) We recommend that you begin work on the components as early as possible, so you can submit a comprehensive and well-researched application.

Research proposal

The research proposal should be no more than 1,000 words (not including citations, images if needed, and your budget) and should cover the following:

Research Title Page (Research Title, Your Name, Research Advisor Name)

Introduction

- Why did you pick this research question? Why is it of interest to you?

Research question

Methodology

- What is the methodology you plan to use during your research?
- Please outline the in-person methodology being used to complete your research project in six weeks. We understand that methodologies will evolve over time, and so, please provide details on how you are currently planning to execute your research plan.
- If possible, would there be travel involved for your research? If so, where? Why is it required? Is it possible to carry out your research without this travel?

Interdisciplinary and/or international focus of your research

- The Laidlaw Scholars Program is looking for research topics that place a high value on interdisciplinary work and/or have an international focus. Please highlight how your research topic fulfills these requirements.

Ethics review

- First, review the following website(s) to determine whether your proposed research requires Ethics approval (especially if research involves working with humans and/or animals). We then recommend you discuss this with your research supervisor to confirm, and any questions regarding specific questions on protocols can be directed to the MRHP helpdesk. It is your responsibility to confirm if your project methodology requires ethics approval prior to applying.
 - Ethics in Human Research: [More details here](#)
 - Ethics in Animal Research: [More details here](#)
- If your proposed research requires an ethics protocol that must be approved by U of T REB (Research Ethics Board), you must also confirm that your research supervisor has access to the MRHP portal at the time of application to help you receive your REB approval. Additional information on who is eligible to be a research supervisor can be found here:
 - Principal Investigators: research.utoronto.ca/engaging-research/who-can-be-principal-investigator-u-t
 - [Guidelines Regarding Eligibility to be a Principal Investigator at the University of Toronto](#)
 - [Delegation of Student PIs for Research](#)

- All research projects that require REB approval must be supervised by a U of T faculty member or a member outlined in the Principal Investigators document above. We are not able to accommodate projects that require REB approval with a research supervisor who is not affiliated with U of T.
- Based on the points above, please indicate whether your project requires REB approval, and confirm that your research advisor has access to the MRHP portal in order to guide you through this process.

Research advisor

- Outline the role your research supervisor will play in your research. Highlight any external organizations or offices involved in your research.

Outcomes

- What do you anticipate being the goal/key achievement of your research?
- What do you foresee being the impact of this research?

Budget

- The Laidlaw Scholars Program offers scholars up to \$5,000 to cover any proposed expenses over the summer research period. Please briefly list how you anticipate this funding supporting your research goals by filling out the template provided.

Personal Leadership Prompts

You have 250 words (each) to address the following prompts. These questions should not focus on your research, but instead should focus on the remainder of the program outside of the research summer:

1. Are leaders born or made? Please reflect on this prompt and provide your thoughts and justify your points.
2. The Laidlaw Scholars Program has eight competencies that all Laidlaw Scholars develop as they participate in the program (please see below). Select two of these competencies and explain (for each individual competency) why you chose it and why developing this competency will help you with your leadership journey in your community?
 - leadership abilities;
 - self-knowledge and awareness;
 - effective communication;
 - critical and creative thinking;
 - collaboration and team working;
 - social and cultural intelligence and awareness;
 - resilience and determination;
 - research and project management.
3. Imagine that you are working on a group project in a team of 4. Your team has 3 weeks to finish the project. You and your teammates all have individual responsibilities that were decided as a group at the beginning of the project. 2 weeks have already passed and one of your team members always takes a long time to respond to your emails and you constantly must follow up with this person

to get a response which further delays the communication and overall decision making. Your project supervisor isn't aware of the situation. Your team has only 1 week left to complete this project.

- What would you say to your team member? Please write an email to your team member addressing the situation and providing recommendations forward to resolve this issue.
- After sending out the email, what would be your next steps in case of an unsatisfactory response or no response at all from the team member to ensure the successful completion of the project?

Research Supervisor Recommendation

Each applicant is responsible for contacting a professor and asking them to serve in the capacity of their research supervisor. Research supervisors must be professors either at the University of Toronto or at another institution. TAs and graduate students cannot serve as research supervisors .

Research supervisors must submit a one-page signed document on letterhead (PDF) confirming support for the student and their chosen research topic. The letter should cover some of these points:

- Their understanding of the proposed research project
- Their interest in the project and how they plan to support you through it
- The feasibility of the project: Is the proposed research something that can be completed in 6 weeks?
- Impact of the project – Is it an important topic to be covered within the field?
- Does it have an international and/or interdisciplinary focus?
- Ethics implications of the project: If REB/ethics approval is required for your project, confirm that they have access to the MRHP portal already and they are able to help you submit the paperwork in time to receive your REB approval by [June 1st, 2024](#).

In submitting this document, the supervisor agrees to:

- Support the student's research and serve as a guide through the summer
- Support the lab/safety requirements of the project
- Determine that the student's research interests align with the supervisor's own research projects/ideals
- Check in with the Laidlaw Program Administrators in case of any issues over the summer, and submit feedback survey on the scholars' progress at the end of the summer
- Ensure that the student achieves their research objectives through guidance and mentorship