

## INTERNAL PROCESS FOR THE KILLAM PRIZE

Please review the following details and internal process for the 2024 nomination for the [Killam Prize](#).

Please circulate this information to your faculty members and awards leadership. All nominations can access OVPR for review and editorial support. Please reach out to [stefanie.bernaudo@utoronto.ca](mailto:stefanie.bernaudo@utoronto.ca) with any questions.

### OVERVIEW:

The Killam Prizes are intended to honour distinguished Canadian scholars who have been engaged in research in universities, hospitals, research or scientific institutes, or other similar institutions.

They are awarded annually, on a competitive basis, for research done in any of the following disciplines (Normally, 1 prize is awarded each year in each of the 5 disciplines):

- humanities
- social sciences
- natural sciences
- health sciences
- engineering

The Killam Prize is valued at \$100,000.

### ELIGIBILITY & REVIEW CRITERIA:

Equity, diversity and inclusion are fundamental to achieving research excellence. The National Killam Program encourages nominations of candidates whose research has consequence and impact, setting precedents and yielding transformative results that serve to build Canada's future through advanced study.

- Killam Prizes are intended for active (not retired) Canadian scholars who have made a substantial and distinguished contribution, over a significant period, to scholarly research. A Killam Prize is not intended as an "end-of-service" reward, as a recognition for a single great accomplishment, or in expectation of future distinguished contributions. Only Canadian citizens or scholars working and living in Canada are eligible, and the prizes are awarded only to living candidates.

The following points will figure prominently in the selection of the candidates considered for the Killam Prize:

Criteria	Description	Weight
Relevance	Exceptional quality of the candidate's research record achieved in line with the Killam values and including candidate's outstanding commitment, creativity and efforts to share research knowledge beyond the academic community.	33.3 %
Impact	Contribution of the candidate's ideas and research results to Canadian society, including the nation's intellectual and/or cultural life; as well as international stature where appropriate.	33.3 %

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Tel: +1 905 569-5768 • [vpresearch.utm@utoronto.ca](mailto:vpresearch.utm@utoronto.ca) • [www.utm.utoronto.ca/vp-research](http://www.utm.utoronto.ca/vp-research)

Merit	Quality of the candidate's research record and scope of the candidate's research contributions taking into account the norms of the field of study.	33.3 %
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The prizes will be offered to candidates considered outstanding by the Committee. Where assessment results are not meaningfully different, the Selection Committee will consider diversity and inclusion of equity deserving groups.

### NOMINATION PROCESS:

See website for the [detailed nomination guidelines](#). A nominator is required.

#### A completed nomination is comprised of:

1. Online application form
2. Nomination Letter, including research and contributions (1000 words).
3. Biography of the candidate (500 words).
4. Three (3) reference letters (1000 words each).
5. Curriculum vitae (30 pages).
6. Proof of employment- eligibility attestation

Electronic submissions are due May 31, 2024 to the [online portal](#).

### (OPTIONAL) DIVISIONAL REVIEW PROCESS:

The divisional review process is designed to support and provide feedback for individuals being nominated for the Killam Prize. The process is designed and managed by OVPR and includes an optional review of nomination material by OVPR staff.

The divisional nomination process is as follows:

1. Nominees notify OVPR of their intent to put forward a nomination, as well as the name and contact information of the nominator. Please email [stefanie.bernaudo@utoronto.ca](mailto:stefanie.bernaudo@utoronto.ca) with the name(s) of the candidate(s)/nominators(s) as soon as possible
2. Draft nomination packages are due on **March 22, 2024**. This should include the draft nomination letter, biography, and CV. We recommend giving letter writers at least 4-6 weeks to prepare a letter.
3. OVPR will review the internal nomination packages and provide feedback to nominees.
4. Nominees will continue to work with OVPR's Strategic Research Development Officers (as appropriate) to prepare the full application package for submission.

### RELEVANT DEADLINES:

Date	Milestone
<b>ASAP</b>	Notify OVPR of intent to submit
<b>March 22, 2024</b>	Internal nomination files due for OVPR review
<b>April-May</b>	Work with OVPR to finalize nomination package
<b>Early April</b>	Request reference letters
<b>May 20, 2024</b>	Final deadline for administrative review
<b>May 31, 2024</b>	Submission to Killam

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