

INTERNAL PROCESS FOR THE STEACIE PRIZE

Please review the following details and internal process for the 2024 nomination to the [Steacie Prize for Natural Science](#). This information should be circulated to your faculty members and awards leadership. All nominations can access OVPR for application review and editorial support. Please reach out to stefanie.bernaudo@utoronto.ca with any questions.

Further details can be found on the [UofT funding opportunities webpage](#).

OVERVIEW:

The Steacie Prize is a Canadian award of \$10,000 presented once a year to a scientist or engineer of 40 years of age or less for outstanding scientific research carried out in Canada.

ELIGIBILITY & REVIEW PROCESS:

The Prize is awarded annually to a young scientist or engineer in Canada. Candidates must be a scientist or engineer and be 40 years of age or less, excluding official leaves.

Each year the Trustees appoint a Selection Panel of distinguished scientists and engineers that is representative of the natural sciences and engineering and whose role it is to choose the recipient of the Steacie Prize. Nominations are received by the Secretary of the Fund who arranges for them to be reviewed by experts in any part of the world. The reports are supplied to the Selection Panel to assist it in choosing the recipient of the Prize.

NOMINATION PROCESS:

See website for the [detailed nomination guidelines](#). Candidates for the prize are nominated by their colleagues. Nomination packages longer than 25 pages (single-sided) may be edited for brevity.

A completed nomination is comprised of:

1. A nomination letter explaining why the candidate should be considered for the prize, and giving the candidate's birth date. Extensions beyond the 40 year age requirement are permitted for official leaves, including parental and sick leave, and must be specified in the nomination letter.
2. The candidate's curriculum vitae with publication list.
3. Letters of support from a **minimum of 3 and a maximum of 5** independent referees with recognized expertise in the candidate's field. Referees are requested to explain their knowledge of the research area and nominee and are encouraged to focus on the significance, originality and impact of the science without repeating information from the nomination letter and curriculum vitae. Referees may not be former mentors or recent collaborators (last 6 years)

All materials must be emailed, in a .doc or .pdf file, to PrizSteaciePrize@nrc-cnrc.gc.ca no later than **August 31, 2024**.

OFFICE OF THE VICE-PRINCIPAL, RESEARCH

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(OPTIONAL) DIVISIONAL REVIEW PROCESS:

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

The divisional nomination process is as follows:

1. Nominees notify OVPRi of their intent to put forward a nomination. Please email stefanie.bernaudo@utoronto.ca with the name(s) of the candidate(s) by **May 6, 2024**.
2. Draft nomination packages are due on **May 27, 2024**. This should include a draft of the nomination letter. We recommend giving letter writers at least 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
May 6, 2024	Notify OVPRi of intent to submit
May 27, 2024	Internal nomination file due for OVPRi review
June	Work with OVPRi to finalize nomination package
Mid July	Request reference letters
August 19, 2024	Final deadline for administrative review
August 31, 2024	Submission to the E.W.R. Steacie Memorial Fund

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