

DALLA LANA SCHOOL OF PUBLIC HEALTH, UNIVERSITY OF TORONTO

Master's Award: Dr James Rossiter MPH Practicum Award (Deadline July 11, 2014)

The Dalla Lana School of Public Health has been awarded funding for MPH students currently undertaking their **first practicum**, through a program offered by the Canadian Institutes of Health Research (CIHR) Institute of Population and Public Health (IPPH) and the Public Health Agency of Canada – Office of Public Health Practice (PHAC – OPHP). CIHR and PHAC have outlined specific criteria to be met to be eligible for this award. The maximum allocation for this award is \$5,600.

ELIGIBILITY

1. Students must be enrolled in an MPH program at DLSPH, in one of the following fields: Health Promotion, Community Nutrition, Occupational & Environmental Health or Epidemiology.
2. Students on unpaid practica will be prioritized for this award.
3. Financial need must be demonstrated by completing the attached financial needs assessment form as accurately as possible. **Expenses must be reasonable costs directly related to completing your current 2013 - 2014 academic studies only.** Examples of allowable expenses include, but are not limited to: tuition, fees, books, rent (or mortgage payments that do not exceed the reasonable cost of rental payments), food, childcare, travel costs (subway, bus, gas) to and from the University and/or placement.
4. Students must be full-time and completing a 1.5 credit practicum, at a minimum.
5. Academic performance (through review of your most recent transcript) will be a strong determinant, along with the supporting documents.

SUPPORTING DOCUMENTS

The evaluation criteria stipulated for the award by CIHR and PHAC are centered on achievements & activities, and characteristics & abilities of the applicants. More specifically:

Achievements and Activities of the Candidate:

- Prior public health work and/or volunteer experience in a relevant public health practice or policy setting or in a health-related field
- Academic performance
- Demonstrated financial need

Characteristics and Abilities of the Candidate:

- Critical thinking
- Independence
- Perseverance
- Originality
- Organizational skills
- Communication skills
- Commitment to applying knowledge to improve evidence-based decision-making in public health

The following supporting documents must be submitted with your application:

1. A summary of how the candidate meets the above evaluation criteria (one page, single spaced)
2. A description of your practicum (half page)
3. **TWO letters** of support addressing the above evaluation criteria (these can be submitted with your application package or directly to the graduate office from your reference, clearly stating "RE: CIHR PRACTICUM AWARD REFERENCE FOR (your name)").
4. Unofficial transcript

Complete the application form and submit it, along with supporting documents, to: Graduate Office, Dalla Lana School of Public Health, 155 College Street, Room 620 or as a scanned pdf document to julie.foisy@utoronto.ca.

Deadline: July 11, 2014

2014 APPLICATION FORM

APPLICANT INFORMATION		
First Name:	Last Name:	Initials:
U of T Student Number:	Email Address:	
Degree Program and field (e.g. MPH Health Promotion):	Status of degree (e.g. first year):	Full-time or part-time:
Practicum start date:	Practicum end date:	
Name of Program Director:		
Did you incur any travel related costs for this practicum? (e.g. flights, accommodations abroad, etc.) <input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, please attach a separate document outlining these costs.		

APPLICATION ATTACHMENTS	
One page summary of how the applicant meets evaluation criteria See award announcement for listing of criteria	<input type="checkbox"/> YES
Half page description of practicum project(s)	<input type="checkbox"/> YES
Letter of Support (1) See award announcement for dimensions to be addressed in support letter	<input type="checkbox"/> YES
Letter of Support (2) See award announcement for dimensions to be addressed in support letter	<input type="checkbox"/> YES
Financial Needs Assessment Form Attach completed Financial Needs Assessment Form	<input type="checkbox"/> YES
Recent transcript Unofficial is acceptable	<input type="checkbox"/> YES

FINANCIAL NEEDS ASSESSMENT FORM

Please complete the form as accurately as possible.

Have you applied for OSAP/UTAPS (provincial funding from your home province)? _____ If you are ineligible, please state the reason(s): _____ _____ _____	
Have you received the result of the assessment for OSAP/UTAPS (or equivalent)? _____	
What is the amount of OSAP or provincial loan?	\$ _____
What is the amount of UTAPS?	\$ _____
The OSAP Aid Estimator is available at this link: https://osap.gov.on.ca/AidEstimatorWeb/enterapp/enter.xhtml?lang=en	

Family Status <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Living with a partner	
Children	_____ Number of dependent children. Do not include children who have been out of high school for at least 5 years.
Other dependents	_____ Number of other dependents; Relationship: _____
Living Arrangements <u>CIRCLE</u> the box in the first column that best describes your situation:	
Parental Home	Do you pay parents for food/lodging? YES / NO (circle one). If yes, include amount in the expense column.
University Housing	Name of Student Residence: _____
Rental Apartment, Condo, or House	How many persons share the rent? _____ If single, please include only your share of the rent in the expenses column. If married or living with a partner, please include the total rent.
Own Condo or House	Please include mortgage payments in the expense column. Do not include mortgage as an outstanding loan.

Please provide the following summary for the period from September 1, 2013 to August 2014.

Make notes wherever an explanation is useful. Students who are married, or have dependents, should clearly indicate the expenses and resources for the partner/dependents separately from their own on the application. As well, include the gross income of spouse/partner if this applies to you. If your partner is also a student, please include your partner's expenses as well (if possible, indicate partner's expenses by putting a "P" beside the amount).

Resources:	Amount	Expenses:	Amount
Awards (specify)		Tuition & Fees	
Research Assistantship		Books & Academic supplies	
Teaching Assistantship		Rent/Mortgage & Utilities	
Gross Income from all other sources		Food & Household supplies	
Gross Income of Partner		Transportation	
OSAP/UTAPS (or equivalent)		Child care	
Savings		Medical/Dental	
Other Resources		Clothing	
Total Resources		Total Expenses	
Total Expenses - Total Resources	<input style="width: 150px; height: 20px;" type="text"/>		

Please list your outstanding student loans, credit card loans, and student line of credit (used portion only) below.

Place an 'X' in the appropriate box in the first column and indicate debt load in the second column.

<input type="checkbox"/> Student Loan	Amount prior to September 2013: \$ _____
<input type="checkbox"/> Credit Line	Amount Available (unspent): \$ _____ Amount used prior to September 2013: \$ _____
<input type="checkbox"/> Credit Card	Amount prior to September 2013: \$ _____
<input type="checkbox"/> Other Loan (e.g., family)	Amount prior to September 2013: \$ _____ Include only if "loan" is related to academic program and must be repaid.

How much money do you need to see you through this academic year? \$ _____

Please provide any other information, which you think might be useful in assessing your need on a separate page.

Declaration	
I hereby certify that the information provided on this application is, to the best of my knowledge, true and complete. I understand I may be required to supply documentation, specifically my tax return (or spouse's, if applicable), for the previous year, if this application is successful and if I am requested to do so.	
_____	_____
Signature of applicant	Date

The University of Toronto respects your privacy. Personal information that you provide to the University is collected pursuant to section 2(14) of the University of Toronto Act, 1971. It is collected for the purpose of administering admissions, registration, academic programs, university-related student activities, activities of student societies, financial assistance and awards, graduation and university advancement, and for the purpose of statistical reporting to government agencies. At all times it will be protected in accordance with the Freedom of Information and Protection of Privacy Act. If you have questions, please refer to www.utoronto.ca/privacy or contact the University Freedom of Information and Protection of Privacy Coordinator at 416-946-7303, McMurrich Building, room 201, 12 Queen's Park Crescent West, Toronto, ON, M5S 1A8.