

## 2025 Internal Timelines & Instructions for Postdoctoral Researchers Applying for a Canada Postdoctoral Research Award (CPRA) program via Unity Health Toronto

**Overview:** The [CPRA program](#) is a federal research talent investment program in the Canada Research Training Awards Suite (CRTAS) administered by the Canadian Institutes of Health Research (CIHR), the Natural Sciences and Engineering Research Council of Canada (NSERC) and the Social Sciences and Humanities Research Council (SSHRC).

**Value:** \$70,000 per year

**Duration:** 24 months

### Deadlines:

Deadline	Task	Details
<b>Four weeks</b> before Application Deadline*	Submit the <a href="#">Document Tracking Form (DTF)</a> to <a href="mailto:PeerReview@unityhealth.to">PeerReview@unityhealth.to</a> to register your application	<ul style="list-style-type: none"> <li>Please note, there is no peer review process for this award. On the DTF, please check “Exempt from the Peer Review Process”.</li> <li>The supervisor’s name should be listed as the “SMH Investigator” on the DTF.</li> <li>Upon receipt of the DTF, the administrator will provide you with a GAP ID#. Note: The GAP ID# should be quoted on all further communication related to the application.</li> </ul>
<b>Two weeks</b> before Application Deadline*	Submit the following to <a href="mailto:PeerReview@unityhealth.to">PeerReview@unityhealth.to</a> : <ul style="list-style-type: none"> <li>- Draft research proposal</li> <li>- “Final PDF to sign on PostDoctoral Grant Submissions” form (will be sent to you from <a href="mailto:PeerReview@unityhealth.to">PeerReview@unityhealth.to</a>)</li> <li>- Signature page prepared for Institutional Signature**</li> </ul>	<ul style="list-style-type: none"> <li>Please include your GAP ID# in the subject line of all communications</li> </ul>
<b>Three business days</b> before Application Deadline*	Submit final application to the award agency.	At this point, <ul style="list-style-type: none"> <li>The administrator receives the application</li> <li>Institutional signatures will be added and/or eApproval completed</li> <li>The application will be forwarded to the award agency</li> </ul>

\*see the following [website](#) for CIHR, NSERC and SSHRC application deadlines. **You are required to abide by the internal deadlines set by Unity Health Toronto policies – applications not handed in on time risk not being submitted.** Internal deadlines account for the necessary processing time for the Research Office to approve and forward your application.

**\*\*Application process overview:**

Applicants must work with their supervisor to generate their application and fill out all components. Please note both “Institution Paid” and “Institution where research is carried out” should be **Unity Health Toronto**. Please see links below for application forms and instructions:

- CIHR: [ResearchNET](#) and [instructions](#)
- NSERC: [Online system](#) and [instructions](#)
- SSHRC: [Registration and login](#) and [instructions](#)