



UWI

ST. AUGUSTINE CAMPUS
TRINIDAD & TOBAGO, WEST INDIES

CCHSRD

**Caribbean Centre for Health Systems
Research and Development**
Better Health Systems...Healthier Lives

Caribbean Centre for Health Systems Research and Development 2020 Evidence to Policy Fellowship Program

Application Form

2nd Floor, Sir George Alleyne Building
25A Warner Street
St Augustine,
Trinidad and Tobago

CARIBBEAN CENTRE FOR HEALTH SYSTEMS RESEARCH AND DEVELOPMENT APPLICATION FORM

POLICY FELLOWSHIP PROGRAM

The University of the West Indies, Caribbean Centre for Health Systems Research and Development (CCHSRD) is offering early and mid-career researchers and policymakers the opportunity to enhance their professional development by participating in an **Evidence to Policy** Fellowship Program.

The program will consist of five (5) days training in St. Augustine, Trinidad and Tobago and coaching and mentorship over a period of **three (3) months**. Successful applicants **must** participate in the mandatory training at the CCHSRD in Trinidad and Tobago.

The program is intended to strengthen participants' understanding of the role of evidence in policymaking processes and develop skills in the following areas:

- Identifying available resources and supports for evidence-informed policymaking
- Searching relevant databases for relevant evidence
- Reading and interpreting findings from scientific research papers
- Clarifying and framing policy problems and policy options
- Developing and implementing policy briefs, policy dialogues and other products and services to support evidence-informed decision making

Meals, course material and instruction will be provided. After completing the mandatory training, successful Fellows will receive personalized coaching to complete a policy-relevant project of their choice.

APPLICATION GUIDELINES

APPLICATION ESSAY

Each application must include an essay explaining why you are interested in participating in the program. The statement of interest must include how the program will contribute to your personal and organizational development goals; how you will use the training you receive after the program to strengthen institutional capacity for evidence-informed policymaking; and how your intended project contributes to strengthening the health system of your country.

The essay must be a **maximum of 500 words** and will be used as part of the evaluation for selection process.

EMPLOYER SUPPORT LETTER

Each application must be accompanied by a letter **on official letterhead** from your applicant's employer in support of your application. Your employer should confirm that you will be allowed time from work to attend the training in St Augustine, Trinidad and Tobago, time for coaching sessions and time to work on the final selected project. Coaching consists of 90-minute sessions twice per month (every other week), for a period of three months. The employer's letter should show strong support for implementation of the project when completed.

Letters must be signed by the Permanent Secretary, CEO, Dean or other relevant official.

Successful applicants must also sign a Fellowship Agreement.

For more information, please contact:
Caribbean Centre for Health Systems Research and Development
HealthResearch.Centre@sta.uwi.edu

PART A: TO BE FILLED OUT BY APPLICANT

1. Name:

2. Date of Birth:

3. Job Title:

4. Institution:

5. Institution Address:

6. Description of job duties responsibilities:

7. Name of Supervisor

8. Briefly describe a hands-on health policy / health system project you are interested in working on.

9. Are you a member of the Caribbean Community of Practice for Health Policy and Systems Research?

Yes

No

10. I have attached the following mandatory documents

- Updated CV
- Completed Application Essay
- Letter of support from my employer

Signature of Applicant

Date

PART B: TO BE FILLED OUT BY EMPLOYER

Name of Supervisor

Job Title

1. I support the hands-on project described above as valuable to the institution/sector.

Yes

Signature of Supervisor

Date