

## **CSIM EDUCATION AND RESEARCH FUND 2019 TERMS OF REFERENCE**

The Canadian Society of Internal Medicine's Education and Research Fund has been established to support educational and research activities of CSIM Full Members and Resident Associates.

### **OBJECTIVES OF THE FUND**

- Encourage CSIM Full Members and Resident Associates to advance training and careers in both community and university-based General Internal Medicine (GIM) to do an elective at another site to pursue a scholarly activity in medical education, clinical research project or QI project.
- Encourage CSIM Full Members and Resident Associates to enhance the development of GIM (community and university-based) as a specialty by facilitating scholarly activity, knowledge exchange and pursuit of new knowledge.

### **ELIGIBILITY**

The CSIM Education and Research Fund is available to CSIM Full Members (in good standing) and to CSIM Resident Associates.

### **FUNDING**

There are two grants available per year up to \$1,500. The recipient(s) will receive funding of up to \$1,500 upon completion of their project and submission of the project report and receipts (or Social Insurance Number) to the CSIM Office.

### **ASSESSMENT OF APPLICATION**

Applicants will be expected to submit a proposal of no more than three pages outlining the purpose, rationale and potential impact of the project on GIM and society.

A GIM educational/research mentor should also be identified.

### **POSSIBLE AREAS FOR USE OF THESE FUNDS**

- Surveys and information-gathering that will contribute to the mission of the CSIM and the development of both community and university-based GIM.
- Sponsoring education, research and other scholarly projects such as QI, or supporting scholarly rotations in GIM.
- Reimbursement of expenses to attend an educational meeting designed to improve skills in medical education as it relates to GIM.

- Costs of living expenses for PGY 3-5 residents completing a rotation at a site other than their home residency program.
- Residents in PGY 1 and 2 with an interest in general internal medicine are encouraged to apply if their project is aligned with GIM.
- Medical education projects such as program evaluation, competency-based assessment, innovative approaches to curriculum development and implementation, educational outcomes, and technology-enhanced medical education. Potential candidates with studies that will improve the quality of education or the quality of medical education research within GIM are encouraged to apply.

If the successful applicant has received funding for the project from another source, the successful applicant should only receive an award amount commensurate with any portion of the budget not covered by the other source(s) of funding, up to \$1,500. Receipts are required.

The successful applicant(s) will be invited to join the CSIM Education Committee or the CSIM Research/QI Committee.

#### **APPLICATION PROCESS AND DEADLINE FOR SUBMISSIONS**

**The application package must include the following, in separate PDF documents:**

1. Current curriculum vitae.
2. Project summary (300 words)
3. Outline of the proposal/project (maximum 3 pages).
4. One letter of support.

*Only one application may be submitted per person or per project per year*

**Applications are to be submitted only by e-mail to [info@csim.ca](mailto:info@csim.ca).**

**The deadline for submissions is November 9, 2018.**

Please advise the CSIM office promptly if you do not receive a Notice of Receipt of Submission within 72 hours of your submission. It is the applicant's responsibility to ensure their application is received and late or missing submissions will not be accepted.

*Failure to comply with the procedures listed above may result in rejected applications.  
These terms of reference are subject to change without prior notice.*

*Subject to change.*

*At February 1, 2018*