

## **CSIM EDUCATION AND RESEARCH FUND 2018 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 members.

### **OBJECTIVES OF THE FUND**

- Encourage CSIM Full Members and Resident Associates to advance careers in both community and university-based General Internal Medicine (GIM) to do an elective at another Canadian site to pursue a scholarly activity in medical education, clinical research project or QI project.
- Encourage CSIM members (both 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 per application. The recipient(s) will receive funding 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 (3) 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 Canadian Society of Internal Medicine and the development of both community and university-based General Internal Medicine.
- 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.

- One resident per year (PGY 3 through 5) would be eligible to receive partial funding to help defray costs of living expenses to spend a minimum of three-weeks\* rotation at a Canadian site other than their home residency program (up to the maximum of \$1,500; receipts required). This would be in order to pursue a scholarly activity in medical education or a clinical research project or a quality improvement project.  
(\*the three-week rotation does not need to be continuous nor at the same site)
- Residents in PGY 1 and 2 with an interest in general internal medicine may also 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. Priority will be given to studies that will improve the quality of education or the quality of medical education research within GIM.

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.

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. A cover letter.
2. Current curriculum vitae.
3. Outline of the proposal/project (maximum 3 pages).
4. Two (2) letters of support.

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

**The deadline for submissions is November 27, 2017.**

Please advise the CSIM office promptly if you do not receive a Notice of Receipt of Submission within 48 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.*