

CSIM EDUCATION AND RESEARCH FUND TERMS OF REFERENCE

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

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.
- Education, research, other scholarly projects such as QI, or scholarly rotations in GIM.
- Reimbursement of expenses to participate in educational activities designed to improve skills in medical education as it relates to GIM. Examples include, but are not limited to, simulation-based activities, competency training courses, self-assessment programs, attending accredited educational conferences, etc.
- Cost of living expenses for residents completing a rotation at a site other than their home residency program.
- Projects such as program evaluation, competency-based assessment, innovative approaches to curriculum development and implementation, educational outcomes, and technology-enhanced medical education.
- Studies that will improve the quality of education or the quality of medical education* research within GIM.

Projects which are not described in the examples above may be eligible if they are aligned with the objectives and eligibility requirements of the Fund.

**Medical education projects may be better suited to the CSIM Medical Education Award, [please click here](#).*

ELIGIBILITY

- Applicants must be CSIM Full Members (in good standing with dues paid) and must be licensed to practice in Canada.
- CSIM Resident Associates in a GIM or IM residency program in Canada are also eligible.
- Applicants must not have [previously been a recipient](#) of the Education and Research Fund.
- Projects must meet the stated objectives of the fund.
- Projects are not eligible if they have been previously submitted by a different co-author.
- Only one application per project and per person will be accepted per year.
- Co-applicants are not accepted.

FUNDING

- Up to two grants of \$1,500 are available per year. Each recipient 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).
- If the successful applicant has received funding for the project from another source, he/she would only receive an amount commensurate with any portion of the budget not covered by the other source(s) of funding, up to \$1,500. Receipts are required.

APPLICATION PROCESS AND DEADLINE FOR SUBMISSIONS

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

1. The applicant's current short curriculum vitae (up to 2 pages).
 2. Project summary / abstract (up to 300 words).
 3. A proposal outlining the purpose and rationale as well as the potential impact of the project on GIM and on society (up to 3 pages). Please identify an educational/research mentor.
 4. One letter of support.
- The successful applicant(s) will be invited to join the CSIM Education Committee and/or the CSIM Research/QI Committee. The recipient's name will be announced through the CSIM website, social media, CJGIM and/or e-newsletter.
 - Applicants are encouraged to submit a full manuscript of their project to the [Canadian Journal of General Internal Medicine](#) (CJGIM), the official, open-access, peer-reviewed journal of the CSIM.

**Applications are to be submitted by e-mail to info@csim.ca.
Submission Deadline: November 2, 2023.**

NOTE: Please advise the CSIM office promptly if you do not receive a submission receipt within 72 hours of your submission. It is the applicant's responsibility to ensure the submission is received; late or missing submissions will not be accepted. Failure to comply with the application process and submitting incomplete applications may result in rejected applications.