
Medical Education Research / Medical Innovation Project Application Form

Purpose: The Education Grants program in the Department of Medicine developed this award to provide members of the Department of Medicine with an opportunity to develop research projects in medical education or design, implement, and evaluate innovations in medical education.

Eligibility: Applicants must be members of the Department of Medicine. The Principal applicant must be a member of the University of Ottawa Medical Associates practice plan. Projects will be selected based on educational merit and quality as determined by the selection committee. Preference may be given to projects that enhance or potentially impact education within the DOM.

All members must also apply for external funding for the same project and indicate so in Section 7 of the application. The only members that are except from this requirement are faculty member within 2 years of their faculty appointment.

Note: We strongly encourage new applicants (i.e. those who have never received a grant previously) to seek advice prior to submitting the final application. Guidance is available from Methods Centre or DIME. Contact Dr Susan Humphrey-Murto at shumphrey@toh.on.ca at least 4-6 weeks in advance of deadline if needed.

A peer review panel will review each application and rank the projects according to merit.

Please provide the following:

Section 1: Project Description

A) Title Page

Include the research title, name of principal investigator, list of co-investigators, and contact information for PI (address, phone, and email address). * Please submit the current Curriculum Vitae (3 page summary) for the PI.

B) Project Description

- I. Provide a structured abstract of the research project or innovation (maximum 250 words).

For Research projects use the headings: 1) Background/purpose; 2) Methods; 3) Potential Implications of Results.

For Innovations projects use the headings: 1) Background/purpose; 2) Describe your innovation; 3) Potential Evaluation and Implications of Innovation.

II. Description of the Project: Use headings background/ purpose, methods (maximum 4 pages). The page count does NOT include bibliography, appendices, and other sections.

The background should include the rationale or basis for the project and the research question or innovation you are developing for funding support. The methods section should describe the process including how data will be collected and analyzed or how the innovation will be integrated and evaluated.

Section 2: Timeline and Feasibility

Please provide a time line for the development for the project and describe the feasibility of completing this project (maximum one page).

Section 3: Collaborators

Please describe all collaborators who will assist in the development and implementation of this project (maximum ½ page).

Section 4: Mentorship

Please list all faculty mentors that you have identified to assist you in the development and implementation of this project (maximum ½ page).

Section 5: Project Budget

Please submit a detailed proposed budget for the project. A maximum of \$25,000 will be allocated.

Section 6: Dissemination

Dissemination of the research or innovation is required. Please list potential venues for dissemination. Successful applicants are strongly encouraged to present their findings at the DIME Annual Medical Education Day. Successful applicants must acknowledge financial support from the DOM in all presentations and publications.

Section 7: External Funding Application

Please indicate which external grant funding agency has been or is being applied for within 6 months.

Submission Process

All project proposals must be submitted electronically to Nicole Neocleous (nneocleous@toh.ca) by **April 17th, 2017 at midnight**. A decision related to funding will be completed within 4 weeks. Late submissions will not be accepted.

Final Report

Successful applicants will be required to complete a final report indicating results of the innovation/research. This could include changes to the curriculum or residency program, abstracts, and publications.

Release of Funds: Release of funds will be contingent on successful completion of a Research ethics application. Funds must be disbursed before December 15th, 2017. If you will not be able to draw funds prior to the end of 2017, please let Nicole Neocleous (nneocleous@toh.ca) know.

Revised February 1st, 2017