



2021

Strategic Medical Education Scholarship (MEdS) Grant Competition Guidelines

General Information

The Department of Medicine at the University of Toronto offers two funding opportunities annually (approximately Spring and Fall) for medical education scholarship (MEdS) and research. The funds will be available to full and part-time faculty, as well as trainees in Divisions appointed to the Department of Medicine, University of Toronto.

The aim of this fund is to facilitate MEdS and research for members of the Department of Medicine. We define education scholarship as the development and evaluation of education activities, programs, and products, informed by both practice-based and research-based knowledge and processes of knowledge mobilization that connect education scholarship with basic education research. (<https://www.cfdresources.ca/education-scholarship/>)

This grants program aims to support MEdS projects with a defined and timely objective. The program also aims to fund pilot projects, which will produce data needed for applications to external funding agencies. Funds are available to support community-based research by part-time faculty, provided the study has an educational focus.

This fund is not meant for supplemental funding of pre-existing grants, for acquisition of equipment, or for travel to scientific meetings. The funding available for any individual project will range from \$5,000 to \$10,000 depending on period of funding required (see below).

Eligibility

The principal investigator (PI) must be a full-time or part-time faculty member of the Department of Medicine, University of Toronto. We strongly encourage Co-PI relationships with trainees and junior faculty members. The PI or Co-PIs will take responsibility for the idea, development of the study design, study methods, overall supervision, and conduct of the project. Co-investigators, including non-members of the Department of Medicine (for example, faculty or trainees of other departments or technical staff) may participate in the research project as deemed appropriate and should be named on the project application.

Deadline dates

There will be two competitions annually in the spring and fall. The next application deadline is **December 20, 2021**.

Periods of Funding

One year or less for small, start-up projects (up to \$5,000)

Up to two years in duration for larger, pilot-type projects (up to \$10,000)



2021 Priority areas

In keeping with the strategic plan of the Department of Medicine, priority will be given to projects that promote research and scholarship in areas of equity, diversity, and inclusion; competency-based education, and teaching innovation. We will consider project proposals that extend beyond these priority areas.

Presentation

The project proposal should be prepared following the criteria listed:

- 8.5" by 11" paper, single spaced, one-inch margins, minimum 11-point font
- Maximum 3-pages for the proposal (reference page excluded); maximum 1-page of references
- 1-page budget/budget justification
- Appendices as these relate to project – i.e., samples of standardized questionnaires (maximum 2 questionnaires), interview protocols or other related evaluation or instruments

Proposal Requirements

The proposal should be organized under the following headings:

- **Background and Introduction:** A description of area of exploration, including discussion of current state of knowledge about the work proposed, and relevant previous work of the applicant and/or research team.
- **Objective(s), research question(s) or aim(s):** A list of project objectives and a clearly stated research question or research aim that aligns with project objectives.
- **Methodology and Rationale:** A description of the study design, including, if relevant, a description of theoretical framework, study population, sample size and sampling approach, data collection and data analysis approaches, and the evaluation of the project and/or any other scholarly exploration associated with this work. Methodological choices should be clearly justified.
- **Significance:** A description of the significance of the work in the context of what is already known about this topic
- **Project Feasibility:** A description of the role of each member of the research team and resources at their disposal to ensure the feasibility and completion of the project
- **Expected Outcomes and Knowledge Mobilization plan:** A description of expected contributions to the associated research field and, with strong preference, how the new knowledge will be mobilized in the Department of Medicine's educational programs.
- **Sustainability:** A description of how the team plans to sustain the expected contributions and the likelihood of sustainability
- **Proposed Timeline**



Budget Requirements

The funds requested must be adequately justified. There will now be two levels of funding:

- Up to \$5,000

Small, start-up projects, one year in duration

The request must not exceed **\$5,000**. The fund is not meant for supplemental funding of pre-existing grants, for acquisition of equipment, or for travel to scientific meetings

- Up to \$10,000

Larger, pilot-type projects, up to two years in duration

The request must not exceed **\$10,000**. The fund is not meant for supplemental funding of pre-existing grants, for acquisition of equipment, or for travel to scientific meetings

Costs for open source publications are not supported by these grants.

Submission

- 1) **Submit the original electronic copy to Judy Tran, Coordinator, MEdS (judy.tran@mail.utoronto.ca) by the deadline date.**

Review Process

Projects will be reviewed by a small peer-review committee with representation from the Department of Medicine. Funding decisions will be based on the merit of each project with priorities as indicated under General Information. Feedback from the review will be forwarded to the applicant along with decision regarding funding.

Ethics Approval

For studies involving human subjects, Research Ethics Board (REB) approval may be submitted if this has been previously obtained. **REB approval must be obtained within six months from award notice.** Funds will be released to successful applicants once written ethics board approval has been received.



Medicine UNIVERSITY OF TORONTO

Notification

The Director of MEdS will notify all applicants, in writing, of the outcome of their submission within two months of the submission deadline.

Successful applicants will receive direction from the Department of Medicine at the time of award notification of the next steps in receiving funding.

Reporting

Successful applicants will:

- 1) Provide a final report on the project one month after the project completion date. This report should be forwarded directly to the MEdS team (Attention Dr. Ryan Brydges, all emails below).
- 2) Be expected to present the outcomes of their project at one or more MEdS events, including but not limited to local rounds and the annual Department of Medicine celebration events.

Extensions

Extensions for completing projects must be formally negotiated in writing to the attention of Drs. Ryan Brydges and Christie Lee c/o Judy Tran at judy.tran@mail.utoronto.ca.

Contacts

Inquiries can be directed to Judy Tran, the Coordinator of Medical Education Scholarship (judy.tran@mail.utoronto.ca)

Dr. Ryan Brydges, Director of Medical Education Scholarship
ryan.brydges@utoronto.ca

Dr. Christie Lee, Assistant Director of Medical Education Scholarship
Christie.Lee@sinaihealth.ca



Medicine
UNIVERSITY OF TORONTO

**Strategic Medical Education Scholarship (MEdS) Grant Competition
Application Cover Page**

Principal Investigator Name(s):

Division:

Email:

Co-Investigator(s):

If a trainee is a Co-PI or co-investigator, please list their name and position (resident, research fellow, etc.):

Is this project fulfilling a training requirement? YES NO

Title of Proposal:

Indicate if proposal involves human experimentation YES NO

Amount Requested:

Additional Funds Applied for Related to this Project:

Agency:

Date of Submission:

Amount:

Describe relationship/overlap with this submission:

Application for Joint Funds (Please provide name of funding program):

The undersigned agrees that the general conditions governing the award of the research grant, as set out in the Department of Medicine Strategic Medical Education Scholarship (MEdS) Grant Competition Guidelines apply to any grant submitted, and are accepted by the applicant

Signature of Applicant/Principal Investigator

Date

Signature of Division Head (or equivalent)

Date