



# Canadian Society of Internal Medicine Société canadienne de médecine interne

774 Echo Drive, Ottawa, Canada K1S 5N8 Tel.: 613-730-6244 Fax: 613-730-1116  
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## CSIM EDUCATION AND RESEARCH FUND 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. Its funds are largely derived from members' contributions.

### OBJECTIVES OF THE FUND

- Encourage residents to pursue careers in both community and university-based General Internal Medicine (GIM).
- Encourage 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 Members.

### AMOUNT OF FUNDING

There are two grants available per year up to \$1,500 per application.

### 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.



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- Reimbursement of resident 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 one-month 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 as it relates to medical education or a clinical research project or a quality improvement project.

### EXPECTATIONS OF THE SUCCESSFUL APPLICANT(S)

The successful applicant(s) will be expected to write a report/article which should be submitted for consideration of presentation at the following Annual Meeting of the Canadian Society of Internal Medicine and/or published in the *Canadian Journal of General Internal Medicine*.

### APPLICATION PROCESS AND DEADLINE FOR SUBMISSIONS

**The deadline for submissions is DECEMBER 1, 2011.**

**The application package must include the following:**

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 by e-mail only to [csim@royalcollege.ca](mailto:csim@royalcollege.ca).**

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.*

*Disponible en français. SVP communiquez avec la SCMI.*