



## Department of Family and Community Medicine Faculty Development (FD) Educational Initiative Grant

The Faculty Development Program Educational Initiative Grant provides seed funding to support faculty in their academic roles to pursue educational initiatives, such as education scholarship projects and FD/CPD programs.

The FD Educational Initiative Grant Program will provide up to **four awards annually of \$2,500 (up to two awards each in April and October)** to support the creation of new educational initiatives. The intended audience for such programs is DFCM faculty in their roles as clinicians and teachers or family medicine learners.

Funds are **not issued proactively** and must be collected when the project is completed.

### Eligibility:

- Faculty members appointed to the DFCM, or a team with a DFCM faculty member
- Faculty must not have received the award in the previous 2 years
- Development of CME for healthcare providers is not covered, however **evaluation or other scholarship within a CME program for faculty (CPD)** will be considered

### Criteria:

The FD Awards and Funds Committee will give preference to candidate projects which meet the following criteria:

- Aligns with the department strategic priorities
- Incorporates education scholarship principles
- Project plan must include:
  - A well-developed evaluation plan
  - A dissemination plan
  - A proposed budget
- A letter of support is required from the relevant site/division head or program director, which should address how the funded activity will contribute to the academic life of the site or program.
- Preference may be given to junior faculty (less than 5 years since appointment)
- Preference will be given to those who do not have access to other funding

### Deliverables:

- The project must be implemented within 1 year
- The project should be disseminated through a poster/paper/workshop at DFCM conference and/or other educational venues relevant to the project
- Team members should be available to present at distributed sites if invited
- A summary report of findings should be sent to the FD Awards and Funds Committee upon completion of the project

### Application Deadline:

April 30 and October 30 annually.



Family & Community Medicine  
UNIVERSITY OF TORONTO

**Selection:**

Adjudicated by the FD Awards and Funds Committee, chaired by the DFCM Awards, Grants & Funds Lead.

**Application to:**

Email completed application form and supporting documents in a **single PDF file** to [dfcm.awards@utoronto.ca](mailto:dfcm.awards@utoronto.ca). Kindly mail all receipts / boarding pass to:

C/O Megan Chow, Awards Administrator  
Department of Family and Community Medicine, University of Toronto  
5th Floor, 500 University Avenue  
Toronto, ON, M5G 1V7



## Faculty Development (FD) Educational Initiative Grant

### Applicant Information:

Name of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

Site/Division Affiliation: \_\_\_\_\_

Email: \_\_\_\_\_

Telephone: \_\_\_\_\_

Proposed Project: \_\_\_\_\_

### Team Members: (include site/division affiliation)

1. Name: \_\_\_\_\_ Site/Division Affiliation: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_

2. Name: \_\_\_\_\_ Site/Division Affiliation: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_

3. Name: \_\_\_\_\_ Site/Division Affiliation: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_

4. Name: \_\_\_\_\_ Site/Division Affiliation: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_

5. Name: \_\_\_\_\_ Site/Division Affiliation: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### Brief Description of Project: (include rationale (gap/need and alignment with department strategic priorities)



**Implementation Plan and Timeline:**

Empty box for Implementation Plan and Timeline.

**Evaluation Plan:**

Empty box for Evaluation Plan.



**Dissemination Plan:**

**Proposed Budget:**

**Other funding applied for/achieved:**

**Letter of support** from the relevant site/division head or program director addressing how the funded activity will contribute to the academic life of the site or program (please attach).