Faculty Development Mini Fellowships
Application Guidelines

OBJECTIVE

Faculty Development Mini Fellowships are career development grants available to Schulich Medicine & Dentistry faculty members, to enable them to take advantage of professional development opportunities to acquire new skills and knowledge.

A limited number of competitive fellowships are available each year.

Mini Fellowships do NOT support:

- Attendance at annual or specialty-specific meetings or conferences
- Financial support for sabbatical leaves or year-long fellowships
- Graduate studies (e.g. MSc, MEd)
- Faculty development activities that commence before the competition deadline
- Loss of clinical earnings
- Research projects

CRITERIA

Priority will be given to applications which:

1. Clearly demonstrate anticipated benefit to the applicant, their department/division, and Schulich Medicine & Dentistry,
2. Are supported by additional funds from the applicant’s department/division or Schulich Medicine & Dentistry, and
3. Align with the strategic priories of Schulich Medicine & Dentistry

Evidence of anticipated benefit should include but not be limited to:

- Enhancement of the applicant’s ability in research, teaching or administration; each of these areas is of equal value
- Innovation and/or acquisition of new abilities
- Provision of the widest benefit to Schulich Medicine & Dentistry, which may include undergraduate medical or dental students, graduate students, postgraduate medical residents, research opportunities, etc
- Demonstration of need and expected outcome
- Identification of the method of assessing outcome and benefit both to the applicant and to the Faculty after the fellowship is completed

If an application covers more than one individual, please provide clear rationale. The committee will normally consider only one submission from a faculty member per competition.

COMPETITIONS

Competitions are held semi-annually in spring and fall, subject to the availability of resources. Application deadline will be announced eight weeks prior to the competition.
AWARDS

Up to $5000, excluding additional funding.

Acceptable sources of additional funds include:
- departments/divisions within Schulich Medicine & Dentistry
- research institutes
- research grants
- provincial or national foundations and agencies (ie: Royal College of Physicians and Surgeons, College of Family Physicians of Canada)

ADJUDICATION

Applications will be reviewed by the Mini Fellowships Awards Selection Committee. The committee is cross-disciplinary and includes student representatives, so please write for a diverse audience.

UPON COMPLETION OF A FUNDED MINI FELLOWSHIP

Funded applicants must submit a 1-2 page post-MF report which includes:
- an overview of their MF experience
- a detailed account of the benefits/impact of their new or enhanced skills and knowledge on
  - themselves,
  - their department or division, and
  - the broader Schulich Medicine & Dentistry community.

Reports should be directed to the MF Awards Selection Committee Chair.

APPLICATION

Complete online application here.

SUPPORTING DOCUMENTS (REQUIRED)

1. Course prospectus or program agenda identifying areas relevant to this application. Please also include the course or program website OR letter of acceptance if you are planning to visit a lab or centre.

2. Signed letter of support on letterhead from the head of the department/division or sponsoring agency, specifying:
   a. the importance of the project to the unit or School, AND
   b. the amount of additional funding* which will be provided by the department/division or sponsoring agency.

   *Non-sponsored applications MUST include a clear indication and rationale to justify the application in the absence of additional funds.

3. Curriculum vitae (maximum two 2 pages) highlighting information relevant to this application.

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1 Distributed and Windsor Campus faculty may request letters of support from the Associate Dean Windsor Campus, Assistant Dean Rural & Regional Community Engagement, or Regional Academic Director