Continuing Professional Development Innovation & Research Grant (CPD IRG)

Overview:
The CPD Innovation & Research Grant (CPD IRG) is intended to support scholarly activities and research relevant to the strategic directions of Continuing Professional Development at the Schulich School of Medicine & Dentistry University (CPD Office). Continuing professional development encompasses a wide variety of educational activities taken by practicing healthcare professionals to enhance knowledge, skills, behaviours or attitudes required to be successful in their role(s). Within the CPD Office, we support the development of continuing professional development activities across a broad range of topics through:

I) the identification of needs;
II) the development of learning objectives;
III) the selection of educational formats that suit the needs of learners; and
IV) the design and implementation of evaluation methodologies.

The CPD IRG will enable innovation and progress within the field of continuing professional development by supporting scholarly and research projects that advance new knowledge related to the conceptualization, implementation, and evaluation of continuing professional development for healthcare professionals.

Priorities:
Research and scholarly projects that advance new knowledge related to the CPD Office’s strategic goals are prioritized for funding. However, we will consider applications that address other continuing professional development concepts. The current strategic directions include:

- Methodologies to determine perceived and unperceived learning needs
- Strategies to effectively promote self-learning
- Innovative educational technologies that enhance improved knowledge, skills or behaviors through continuing professional development education.
- Outcome evaluation strategies and evaluation methodologies that go beyond self-report
- Continuing professional development and distributed education – exploring gaps in knowledge translation related to rural health

Applicant Eligibility:
The CPD IRG is available to all Schulich Medicine & Dentistry faculty who are not currently in a decanal appointment. Research projects will require a research-eligible appointment. Researchers from outside of Schulich Medicine & Dentistry may be identified as collaborating members of the research team, but not as PI or co-PI. The research does not need to take place at Schulich Medicine & Dentistry as long as the reason is justifiable and the material is relevant to Schulich Medicine & Dentistry.

Value of Awards:
The maximum value for an award is $10,000. Matching funds is not required for this award. The CPD IRG is supported through the Ruth Knox Herman Endowment Fund, with an award term of one year.

If ethics is required for the proposed project, evidence that an REB has been submitted must be presented at the time of application. Funds will not be released until there is evidence that an REB has been received.

Submission:
- Applications must be submitted by completing the official grant application form (Form A).
- Applications must be emailed to cpd@schulich.uwo.ca, with “CPD IRG Application” included in the subject line.
- All application components and supporting appendices must be submitted as described in the Application Checklist.
Application Deadline:
Full applications and all supporting documentation must be received by 11:59pm (EST), Friday, December 6, 2019. Funding decisions will be announced by the beginning of March, 2020.

Budgetary Guidelines
Acceptable and unacceptable expenses are provided in the Budget Form. Grant funds are to be used strictly as described in the Budget Form; if projects are completed under budget, all surplus grant funds must be reported and returned to Schulich Finance on project completion.

Adjudication:
The CPD IRG Adjudication Committee will review applications and make recommendations to the Associate Dean, CPD, regarding disbursements. Decisions will be based on the merit of the proposal and the congruence of the proposal with CPD IRG Guidelines and priorities. Preference will be given to work that is considered worthy of inclusion in a peer-reviewed publication.

Deliverables:
For innovation-focused projects:
- One or more educational resources (such as a teaching tool, evaluation tool, video, module, etc.)
- A handbook, facilitation guide, or workshop guide outlining how to use a resource
- Results from evaluating the resource or workshop
- A strategy to adapt materials so they can be used as a general CPD resource once the grant lifecycle is completed

For research-focused projects:
- Results that advance CPD-related theory, pedagogy or methodology
- An outline of how the research results can be applied to CPD practice
- A publication or conference presentation

The financial support of “Continuing Professional Development, Schulich School of Medicine & Dentistry, Western University” must be acknowledged in all publications or presentations resulting from this grant. Successful applications will include a knowledge translation plan that includes dissemination of research findings and sharing across Schulich Medicine & Dentistry.

Final Report Requirements:
Successful applicants must provide a final written report to the Associate Dean, CPD, regarding the progress/outcome of the research upon completion of the project. The CPD Office may require a brief mid-term oral update on progress.

Additional Policies:
1. Research and scholarly activities aimed at undergraduate, graduate, postgraduate or fellowship programs or learners are not eligible through this grant.
2. Only prospective proposals will be acceptable for consideration of funding. The CPD IRG will not reimburse expenses already incurred for a project prior to grant submission.
3. There is no obligation to dispense funds at each competition if applications do not meet the standards set by the terms of reference for the award.
4. Previous recipients of the CPD IRG are eligible to apply for new awards. However, a PI may only hold one CPD IRG at a time.

Questions:
If you have any questions about the CPD IRG, please contact Andrea Good in the CPD Office at andrea.good@schulich.uwo.ca or x86204.