

## Continuing Professional Development Innovation & Research Grant (CPD IRG)

### Overview:

This grant is intended to support innovation and/or research relevant to the strategic directions of Continuing Professional Development at the Schulich School of Medicine & Dentistry University (CPD Office). Awards may be granted up to \$10,000.

The CPD IRG supports projects that either directly relate to innovation regarding the planning, implementation, delivery or evaluation of CPD activities (innovation project), or projects that generate new knowledge in CPD (research projects). Projects aimed at evaluating a CPD activity should exhibit relevance to other CPD activities. This connection must be stated in the application.

### What is CPD:

Continuing professional development encompasses a wide variety of educational activities taken by practicing healthcare professionals, educators and researchers 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.

### Grant Priorities:

Projects that advance new knowledge or innovation related to the CPD Office's strategic goals are prioritized for funding. Specific priorities for this grant include:

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

### Applicant Eligibility:

The grant is available to all Schulich Medicine & Dentistry faculty (adjunct, part-time, etc.) except those currently in a decanal appointment or those also holding a postgraduate status.

Faculty applying for research-based projects must have a research appointment. Contact your Chair / Chief if you are seeking to add research to your Schulich appointment.

Non-Schulich Medicine & Dentistry faculty may be identified as collaborating members of the research team, but not as PI or co-PI.

### Submission:

- Applications must be submitted by completing the official grant application form (Form A).
- Applications must be emailed to [cpd@schulich.uwo.ca](mailto: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.

Full applications and all supporting documentation must be received by **11:59pm (EST), Sunday, March 27, 2022**.

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

### **Budgetary Guidelines**

Acceptable and unacceptable expenses are provided in the Budget Form. The term of the award is two years. CPD IRG funds not expended within a two-year period will be returned to Schulich Medicine & Dentistry.

### **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.

### **Examples of Deliverables:**

- A publication or conference presentation
- A handbook, facilitation guide, workshop guide, etc.
- One or more educational resources (such as a teaching tool, evaluation tool, video, etc.)
- A new CPD activity that is innovative in its education format, evaluation, and/or collection of needs

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 the CPD Office at [cpd@schulich.uwo.ca](mailto:cpd@schulich.uwo.ca) or 519.661.2111 x81577.