



AFMC

The Association of Faculties of Medicine of Canada
L'Association des facultés de médecine du Canada

AFMC-SCCPD National CPD Research Fund, 2010 Call for Proposals, August 2010

Fund background and partners:

The establishment of a “**National CME/CPD Research Fund**” using a partnership model was approved by the AFMC Standing Committee on Continuing Medical Education/ Professional Development (SCCPD) in May, 2007. The fund is comprised of annual contributions made by AFMC SCCPD members and invited partners. Partners include professional organizations that share interests in supporting and furthering CME/CPD research. Partners committed to annual contributions for the period 2009-12, to date include the Canadian Medical Association (CMA), Canadian Medical Protective Association (CMPA), College of Family Physicians of Canada (CFPC), Federation of Medical Regulatory Associations of Canada (FMRAC), Medical Council of Canada (MCC), Royal College of Physicians and Surgeons of Canada (RCPSC).

The fund is overseen by a Steering Committee representing AFMC and contributing partners. The Steering Committee is accountable to AFMC, through the SCCPD and advised by the SCCPD Research Committee. AFMC administers the Fund.

Fund amount and size of grants for 2010-11:

Total funds available = \$40,000

Two grants available: \$20,000 each

Fund purpose and objectives:

The *purpose* of the “National CPD Research Fund” is to foster collaborative research among CPD providers and researchers in Canada in a sustainable manner. In the long term, the intent is for the Fund to become a valuable national CPD research resource.

Objectives include:

1. Develop and sustain an annual research fund through partner contributions.
2. Provide annual grant/s for Canadian research in CPD through a peer-reviewed competition.
3. Bring together professional, academic, regulatory and other organizations with an interest in supporting and promoting research in CPD.
4. Foster collaborative research among CPD researchers and professionals.
5. Increase capacity in CPD research through collaboration and education.

Criteria for applications:

1. The study is important for the future of CME/CPD.
2. Principal investigator is Canadian.
3. Preference will be given to grants which meet the **following criteria:**

3. Appendices: Include proposed data collection tools, etc.

Budget guidelines:

Include an itemized budget and description with rationale for large amounts. For each item, describe tasks involved and unit and total costs, see sample. Breakdowns for research personnel should estimate hours worked per task and provide the hourly rate. Identify funding from other sources if available.

Note: Funding is **not provided** for investigators' salaries, major equipment purchases or rentals, or indirect costs like training and/or travel to prepare the research team to conduct the research. Researcher travel for dissemination can be included as a budget item.

Sample budget table

Item	Description	Total cost
Research assistant	Develop and pilot test questionnaire (40 hrs @\$20)	\$800
Data entry assistant	Enter quantitative data (10 hrs @ \$15)	\$150
Statistician consultant	Advice re analysis (3 hrs @ \$75)	\$225
Total budget		\$1175

Review process:

Proposals will be reviewed by peer researchers recruited by and reporting to the Steering Committee. Reviewers will assess the inclusion, clarity, appropriateness and scientific merit of the following elements:

1. Problem statement: research questions and rationale
2. Review of the literature
3. Importance to CME/CPD
4. Research design and methods
5. Sustainability
6. Dissemination plan
7. Budget
8. Ability of applicants to complete the work as described.

The Steering Committee will make final decisions regarding successful candidates based upon **reviewers' scores and overall assessments of the degree to which required and preferred criteria are met**. Both successful and unsuccessful applicants will receive a letter outlining the rationale for the decision and providing reviewers' feedback. This is intended as an opportunity for learning and enhancing research capacity.

Responsibilities of successful candidate:

Funding will be provided upon:

1. Receipt by AFMC of a copy of the research ethics approval.
2. Identification of the designated educational or research institution that will administer the fund, and the name and address of the institutional financial officer to whom the funds should be forwarded.

Subsequent responsibilities:

3. Submission of progress report for Year 1 and a final report to the Steering Committee, AFMC.
4. Submission and presentation of findings at the CCME Annual Meeting.
5. Acknowledgement of the National AFMC-SCCPD Research Fund in any presentations and publications.
6. Report of presentations and publications resulting from the study to AFMC.

Questions:

6. For questions regarding proposal content or criteria, please contact the Steering Committee, Chair, Dr. Joan Sargeant (joan.sargeant@dal.ca). For logistical questions regarding submission, please contact AFMC secretariat, Ms. Emma Lyndon, AFMC, (elyndon@afmc.ca).