

**SEAMO**  
**Endowed Scholarship and Education Fund**  
**(maximum of \$15,000)**

**Purpose:**

SEAMO has established an endowed fund “to support individuals and projects which further scholarship in the continuum of medical education” including:

- Improvement of our understanding of or application of such knowledge in the teaching of medical students
- Improvement of the training program of residents and fellows
- Continuing medical education.

**Eligibility:**

1. The principle investigator must be a CTAQ member in good standing.
2. Individual CTAQ members are limited to a maximum of two successful applications.

**To be used to fund:**

Educational Innovation and Research (maximum of \$15,000)

***Terms of Reference***

**Description:**

The SEAMO Endowed Scholarship and Education Fund supports projects intended to add value to the continuum of medical education offered through Queen’s School of Medicine e.g. undergraduate medical education, postgraduate training programs or continuing professional development.

**Projects must focus on:**

- The implementation and/or evaluation of an innovative approach to education; or investigating the effectiveness of current approaches to education
- Priority will be given to projects where the knowledge gained is clearly transferable and/or which lead to the improvement of educational programs and learning experiences in the Queen’s continuum of medical education
- Projects should *not* be for the mentorship and support of postgraduate and undergraduate students in educational scholarship and/or research
- The primary investigator must be a CTAQ member
- Funds may be used for research supplies and personnel
- Requests solely for capital equipment are generally discouraged but will be considered if it is an essential component within a research proposal
- Funds will not be provided for conference travel or physician/graduate student income

**Selection Process:**

All applications will be reviewed by a Committee consisting of:

- Three-four CTAQ members with expertise in academic medical education
- Representative of the Health Science's Education Office
- The Chair would be selected from these members and could be either a CTAQ member or the Representative of the Health Sciences Education Office

The committee reports all decisions directly to the Office of Health Sciences Education. This information will also be reported to SEAMO and CTAQ. Funds will be allocated based on the merit and suitability of the applications received. The committee is not obligated to allocate all funds available.

**Selection Criteria:**

Selection is based on the clarity of the proposal, its relevance to the purpose of the SEAMO Endowed Scholarship and Education Fund and the extent to which the project contributes to building knowledge in the field of educational scholarship. The names and projects of successful applicants will be reported to SEAMO Management once selections are made.

**Disbursement of Funds:**

An amount equivalent to 75% of the grant will be disbursed at the beginning of the project. The remaining 25% will be disbursed upon receipt of the final report. Projects should be fully completed within two years of receipt of the funding.

**Submissions are due: Thursday, February 28, 2019**

**Applicants will be notified by: Friday, April 12, 2019**

Submit application packages electronically to:  
Professional Development and Educational Scholarship  
c/o Carolyn Scott Lee (carolyn.scott.lee@queensu.ca)  
Queen's University  
Kingston, Ontario, Canada  
K7L 3N6

Applicants in need of advice on study design, statistical analysis, or any other aspect of the application are encouraged to seek mentorship prior to submission, rather than after. Advice should be sought from experienced researchers within the applicant's own Department, and/or from the Office of Health Sciences Education.