

MEDICAL EDUCATION FACULTY DEVELOPMENT GRANT APPLICATION

Purpose

The Office of the Associate Dean for Faculty Development – Medical Education is pleased to announce a new pilot program to support faculty development in medical education at all levels. Faculty Development grants are awards given to faculty who develop and implement projects that will improve their scholarship and/or enable them to gain knowledge or skills beyond the normal growth expected of faculty in order to improve medical education teaching. This educational project can address issues related to teaching, assessment, program development or professional development.

Criteria

The grant should be used to support projects that are beyond the scope of a department's budget to provide faculty development in medical education. Faculty Development grants are limited to a maximum of \$4,000 per faculty member and all money must be spent within one year of the award (January 1, 2010-December 30, 2011). All unused funds will revert to the faculty development grant fund.

The number of grants awarded will be contingent upon the committee's recommendation and available funds; however it is expected that 2-3 grants will be awarded this academic year.

Evaluation Criteria

Applications will be review based on the following:

1. Contribution to the career development of the applicant.
2. Contribution to fellow faculty.
3. Departmental/Institutional impact and implementation once the grant has ended.

Expectations

1. A final report on the use of the funds will be required at the end of the grant.
2. Participation as a workshop and/or poster presentation at the Annual Faculty Development Colloquium held in June.
3. Dissemination of information through a lecture/workshop at the departmental and/or institutional level (e.g. Faculty Development Workshop/Lecture, Grand Rounds).

Eligibility

All U of R SMD faculty at the Senior Instructor through Associate Professor level, who have teaching responsibilities, are eligible to apply.

Funding possibilities for Faculty Development grants could include, but are not limited to:

- Purchase of curriculum or educational materials or equipment that will be used in an on-going departmental faculty development program.
- Travel expenses to attend a medical education or educational conference, workshop, or training program related to medical education. It will be important that the application show how this training will provide a continuing improvement in medical education faculty development at the departmental or institutional level.
- Others ideas related to improving the dissemination of information associated with the improvement of medical education at all levels. This could include support for a visiting professor, but the plan on how this will provide a continuing faculty development effort must be included in the application.

Application Process

1. Applications should be completed as indicated on the Application Form.
2. A letter of support from the applicant's Chair addressing why the applicant should be considered as well as the impact this project would have on the department and/or institution.
3. Applicant should include a current CV with their application.
4. Submit the complete grant as an electronic file (PDF or MS Word format) by November 16, 2009 to Andria Mutrie (Andria_Mutrie@urmc.rochester.edu).
5. Applications will be reviewed and selected by the senior faculty on the Faculty Development-Medical Education Advisory Committee.
6. Recipients will be notified by December 14, 2009

Contact Information

Office of the Associate Dean for Faculty Development Medical Education

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MEDICAL EDUCATION FACULTY DEVELOPMENT

GRANT APPLICATION FORM

Applications for the 2009-2010 Academic Year must be received by 4:00 p.m. on November 16, 2009
Awardees will be notified by Dec 15 and Funding will become available on Jan 2, 2010.

Name of Faculty Applicant:

Title:

Department:

Division (*if applicable*):

Department Chair:

Applicant Telephone Number:

Applicant E-mail address:

Department Chair Signature _____

*I have reviewed this grant application and will support the faculty development requested by this application if awarded.
Chair letter is attached.*

Please address the following in your proposal (no more than 2 double spaced pages):

1. What is your current involvement in medical education?
2. What are the specific aims of the project?
3. Why are these aims important to the improvement of Medical Education Faculty Development?
4. How will these aims be met?
5. What is the timeline of the proposed project or activity?
6. How will the project provide a continuing improvement in Faculty Development for your department or the institution?

In addition, please complete the attached budget and include a copy of your curriculum vitae.

Signature of the Faculty Applicant:

Date:

BUDGET

Name of Faculty Applicant:

Salary and Benefits*	
Travel	
Equipment and supplies (please itemize)	
Other	
Total (maximum \$4,000)	

**Grant award may not be used to offset salary support.*