

**2023**  
**Paediatric Consultants**  
**Educational Research & Scholarship Grant Guidelines**

**General Information**

Paediatric Consultants offers two funding programs relating to Educational Research & Scholarship available to full and part-time faculty appointed to the Department of Paediatrics, University of Toronto.

**a. Educational Research Grant**

The aim of this fund is to facilitate the **research productivity** of members of the Department of Paediatrics. Operating grants are for the support of educational research projects with a defined objective. However, pilot projects, which will produce data needed for applications to external funding agencies, will be considered, provided there is adequate justification. The mandate of the fund is educational research related to child health. Funds are available to support community-based research by part-time faculty, provided the study has an educational focus.

This fund is not meant for supplemental funding of pre-existing grants, for acquisition of equipment, or for travel to scientific meetings. The maximum funding available for any individual project is \$10,000.

**b. Educational Innovation & Development Grant**

The aim of this fund is to facilitate the **scholarly productivity** of members of the Department of Paediatrics. Operating grants are for the support of educational innovation and development projects with a defined objective. However, pilot projects, which will produce data needed for applications to external funding agencies, will be considered, provided there is adequate justification. The mandate of the fund is educational innovation and development related to child health. Funds are available to support community-based innovation and development by part-time faculty, provided the study has an educational focus.

This fund is not meant for supplemental funding of pre-existing grants, for acquisition of equipment (unless these relate to essential components of the design/innovation), or for travel to scientific meetings. The maximum funding available for any individual project is \$10,000.

**Eligibility**

The principal investigator must be a full-time or part-time faculty member of the Department of Paediatrics, University of Toronto. The principal investigator will take responsibility for the idea, development of the methods, overall supervision and conduct of the project. Co-investigators, including Paediatric Residents and Fellows, and non-members of the Department of Paediatrics (for example, faculty or trainees of other departments or technical staff) may participate in the research project as deemed appropriate and should be named on the project application.

**Deadline dates**

There will be two competitions annually, with application deadlines of **March 15, 2023**, and **September 30<sup>th</sup>, 2023**.

Please note, projects that combine educational and clinical outcomes may qualify for joint funding from the Paediatric Consultants Educational and Creative Professional Development grants. Adjudication of such projects will take place on a case-by-case basis. Deadline for submission to both funds will be aligned with the deadline of the Creative Professional Development competition, typically set for the beginning of March in each year.

## Periods of Funding

One year or less for small, start-up projects (up to \$5,000)

Up to two years in duration for larger, pilot-type projects (up to \$10,000)

## Priority Areas

Priority areas will be outlined at the time of the call for submissions if applicable

### 2023 Priority areas

We invite educational innovation that will foster and embrace the core principles and values of equity and inclusion in paediatric training across the continuum.

## Presentation

The project proposal should be prepared following the criteria listed:

- 8.5" by 11" paper, single spaced, type no smaller than 11 points
- margin of one inch around the page
- maximum 3-pages proposal (reference page excluded); maximum 1-page references
- 1-page budget/budget justification
- Appendices as these relate to project i.e. samples of standardized questionnaires (maximum 2 questionnaires), interview protocols or other related evaluation or instruments

## Submission

Please note that the proposal must have undergone internal review before submission.

The completed internal review form must accompany the submission.

- 1) Complete application form; with original signature of the principal investigator, as well as Division Head (please see enclosed application form).
- 2) For projects involving human subjects, complete Part A of Hospital for Sick Children Research Institute, Report on Scientific Peer Review (see enclosed) OR submit Research Ethics Board Approval. For PI's with a primary appointment at a University of Toronto, Department of Paediatrics affiliated hospital other than SickKids (i.e., Bloorview Hospital, North York General, St. Michael's Hospital, Mount Sinai Hospital etc.), they may complete the Scientific Peer Review at their primary workplace.
- 3) For projects involving animals, submit Animal Care Committee Approval.
- 4) Submit the project proposal using the presentation style as outlined above
- 5) **Submit the original electronic copy to the Office of Medical Education Scholarship ([educ.scholarshipoffice@sickkids.ca](mailto:educ.scholarshipoffice@sickkids.ca)) by the deadline date.**

## Proposal Requirements

### a. Educational Research Grant

The proposal should be organized under the following headings:

- **Background and Introduction:** A description of area of exploration, including discussion of current state of knowledge about the work proposed, and relevant previous work of the applicant and/or research team,
- **Objective(s), hypothesis or research question:** A list of project objectives and a clearly stated hypothesis or research question that aligns with project objectives
- **Methodology and Rationale:** A description of the study design including if relevant a description of theoretical framework, study population, sample size and sampling approach, data collection and data analysis approaches) Methodological choices should be clearly rationalized.
- **Significance:** A description of the significance of the work in the context of what is already known about this topic

- **Project Feasibility:** A description of the role of each member of the research team and resources at their disposal to ensure the feasibility and completion of the project
- **Expected Contributions and KT plan:** A description of expected contributions to the associated research field and if applicable to the Department of Paediatrics educational programs and a description of a knowledge translation plan. **We encourage applicants to consider how their initiatives can support SickKids outreach initiatives, including the work of About Kids Health.**

## **b. Educational Innovation and Development**

A clear, concise description of the innovation and/or educational development initiative should be provided including specific detail of its scholarly component. The proposal should be organized under the following headings:

- **Background and Introduction:** A description of area of exploration, including discussion of current state of knowledge about the work proposed, and relevant previous work of the applicant and/or research team,
- **Objectives:** A list of project objectives and description of development plan,
- **Methodology and Rationale:** The stated methods and approaches for the development project, the evaluation of the project and/or any other scholarly exploration associated with this work. Methodological choices should be clearly rationalized.
- **Project Feasibility:** A description of the role of each member of the project team and resources at their disposal to ensure the feasibility and completion of the project
- **Expected Contributions and KT plan:** A description of expected contributions to the Department of Paediatrics educational programs and a description of a knowledge translation plan. **We encourage applicants to consider how their initiatives can support SickKids outreach initiatives, including the work of About Kids Health.**

## **Budget**

The funds requested must be adequately justified. There will now be two levels of funding.

- Up to \$5,000

Small, start-up projects, one year in duration

The request must not exceed **\$5,000**. The fund is not meant for supplemental funding of pre-existing grants, for acquisition of equipment, or for travel to scientific meetings

- Up to \$10,000

Larger, pilot-type projects, up to two years in duration

The request must not exceed **\$10,000**. The fund is not meant for supplemental funding of pre-existing grants, for acquisition of equipment, or for travel to scientific meetings

Costs for open-source publications are not supported by these grants.

## **Review Process**

Projects will be reviewed by a small peer-review committee with representation from the Department of Paediatrics Medical Education Advisory Committee, The SickKids Learning Institute and/or Wilson Centre, University of Toronto. Funding decisions will be based on the merit of each project with priorities as indicated under General Information. External review ordinarily will not be sought. Feedback from the review will be forwarded to the applicant along with decision regarding funding.

## **Ethics Approval**

For studies involving human subjects, Research Ethics Board (REB) approval may be submitted if this has been previously obtained. **REB approval must be obtained within six months from award notice.** Funds will be released to successful applicants once written ethics board approval has been received.

For PI's who have a primary appointment at a University of Toronto Department of Paediatrics affiliated hospital, the REB process can be completed at their primary location.

For studies involving animals, Animal Care Committee Ethics approval must be included in the submission to the Pediatric Consultants Educational Innovation and Development Committee.

## **Notification**

The Pediatric Consultants Educational Innovation and Development Committee Chair will notify all applicants, in writing, of the outcome of their submission within 2 months of the submission deadline.

Successful applicants will receive direction from the Office of Educational Scholarship at the time of award about next steps in receiving funding.

## **Reporting**

Successful applicants will

- 1) Provide a final report on the project one month after the project completion date. This report should be forwarded directly to the Chair of the Pediatric Consultant Education Innovation and Development Grants Review Committee (Attention Dr. Tina Martimianakis, [educ.scholarshipoffice@sickkids.ca](mailto:educ.scholarshipoffice@sickkids.ca))
- 2) Be invited to present the outcomes of their project at the Medical Education Scholarship Rounds or other Departmental forums.

## **Extensions**

Extensions for completing projects must be formally negotiated in writing with the office of Medical Education Scholarship [Educ.scholarshipoffice@sickkids.ca](mailto:Educ.scholarshipoffice@sickkids.ca)

## **Contacts**

Inquiries can be directed to the Office of Educational Scholarship  
[Educ.scholarshipoffice@sickkids.ca](mailto:Educ.scholarshipoffice@sickkids.ca)

Dr. Tina Martimianakis, Director of Scholarship,  
Department of Paediatrics, University of Toronto  
416 813-7654 x 22-8390  
Email [tina.martimianakis@utoronto.ca](mailto:tina.martimianakis@utoronto.ca)

## Paediatric Consultants Educational Scholarship Grant Application

Select the appropriate Paediatric Consultants Educational Scholarship Grant:

- Educational Research Grant**
- Educational Innovation & Development Grant**

PI Name:

Division:

Phone Number:

Co-Investigators:

If a trainee is a co-investigator please list their name and SickKids position (Resident, Research Fellow, etc.):

Is this project fulfilling a training requirement? : YES      NO

Title of Proposal:

Indicate if proposal involves:

Human experimentation                            attached                            to follow     

Animal experimentation                            attached                            to follow     

Amount Requested:

Additional Funds Applied for Related to this Project:

Title:

Agency:

Date of Submission:

Amount:

Describe relationship/overlap with this submission:

Application for Joint Funds: Please provide name of funding program

The undersigned agrees that the general conditions governing the award of the research grant, as set out in the Paediatric Consultants Education Innovation and Development Grants Guidelines apply to any grant submitted, and are accepted by the applicant

\_\_\_\_\_  
Signature of Applicant/Principal Investigator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Division Head

\_\_\_\_\_  
Date