

Subject: New UCMG travel grant opportunity

From the desk of Dr. Ron Bridges, Senior Associate Dean of Faculty Affairs, Cumming School of Medicine

Colleagues,

Over the past two years, the Clinical Faculty Renewal Fund (CFRF) has been used to provide bridge funding to members of the University of Calgary Medical Group (UCMG) conducting research. However, since major clinical faculty are often unable to compete for major research grants due to their clinical commitments, the UCMG Executive Committee has decided to make a portion of CFRF funding available to support research-related conference travel.

As a two year pilot project, half of CFRF funding (\$100,000 per year) will now be allocated to travel support for members presenting research at national or international conferences. All UCMG members are eligible to apply for this funding, but preference will be given to major clinical faculty. Application deadlines are May 15, 2017 (for June intake) and November 15, 2017 (for December intake).

For more information, please refer to the attached overview and application form, or contact Dr. Dan Zuege at dan.zuege@albertahealthservices.ca or 403-943-4309.

Thank you,

Ron Bridges, MD
Senior Associate Dean, Faculty Affairs
Cumming School of Medicine
University of Calgary

Clinical Faculty Renewal Fund (CFRF)

Travel grant overview

Total Time: Two year pilot proposal

Total amount: \$100,000 per year

Amount per grant: \$2500 – total of 40 given per year (20 every 6 months)

Eligibility criteria:

1. All University of Calgary Medical Group (UCMG) faculty (preference given to major clinical faculty)
2. Faculty must be first author or senior author on research presentation at a recognized national or international scientific meeting
3. Oral or poster presentations are eligible
4. Faculty may receive up to one grant every two years
5. Conferences attended ≤ 12 months prior to the application date will be eligible for reimbursement
6. No other funding (partial or full) for the meeting being provided to the applicant from other sources

Application process:

Applicants must submit the following documents.

1. Completed application form signed by section or department head
2. Proof of research presentation on meeting program (acceptance letter or meeting program)
3. Proof of attendance (meeting registration receipt)

Application deadlines and May 15 for June intake and November 15 for December intake.

Application review process:

Applications will be reviewed and prioritized bi-annually (June and December) by a three member subcommittee of the UCMG executive committee.

If funds remain at the end of the year, the residual funds will remain in the CFRF main account. The total amount available for the travel grant program for each year will remain at \$100,000.

If more than 20 eligible applications are received during a given intake period, priority will be given to the following UCMG members:

1. UCMG major clinical faculty
2. Longest serving UCMG members. However, 25 per cent of awards will be given to major clinical faculty with seven or less years of service in UCMG.
3. Attendance at the UCMG annual general meeting (AGM), or submission of AGM proxy vote

Review process for pilot:

Annual review at UCMG executive meeting of the grant recipients. Decision after two year cycle whether to extend funding until funds in CFRF are depleted.



Clinical Faculty Renewal Fund (CFRF) Application for travel grant

Please return your completed application form to Jenna Miller, Administrative Assistant, at jenna.miller2@ucalgary.ca or Senior Associate Dean (Faculty Affairs), TRW 7E15, 3280 Hospital Drive NW, Calgary, AB, T2N 4Z6, by May 15 for June intake and November 15 for December intake. For more information on the CFRF travel grant program and the application process, contact Dr. Ron Bridges, Senior Associate Dean, Faculty Affairs, at bridges@ucalgary.ca or 403-220-4245.

Last name: _____ First name: _____

Department: _____

Meeting title: _____

Meeting date: _____ Meeting location: _____

Member: Geographic full-time (GFT) Major clinical (MCL)

Start date with the University of Calgary Medical Group (UCMG): _____

Intake date: June 2017 December 2017

Previous CFRF travel grant received: Date _____ Amount: \$ _____

Thank you for providing the above information that is required in order to determine your eligibility for financial assistance from the CFRF travel grant.

I hereby agree that the information provided can be reviewed confidentially by the Senior Associate Dean (Faculty Affairs) and members of UCMG Executive Council to determine my eligibility for financial assistance from the CFRF.

Signature: _____ Date: _____

Print name: _____

Signature of approval from section of department head attesting to attendance and presentation at major national or international scientific meeting listed above.

Print name: _____ Title: _____

Signature: _____ Date: _____

Please attach supporting documents:

- Proof of research presentation on meeting program (acceptance letter or copy of meeting program)
- Proof of attendance at meeting (meeting registration receipt)