



Research and
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Fondation pour
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l'éducation



The College of
Family Physicians
of Canada

Le Collège des
médecins de famille
du Canada

British Columbia College of Family Physicians (BCCFP) Research Awards

Supported by the BCCFP Research Awards Fund and the
Research & Education Foundation

Description

These awards support original research work carried out by practicing family physician members of the BC College of Family Physicians (BCCFP), postgraduate family medicine residents and medical students enrolled at the University of British Columbia.

Value

The value of each BCCFP Research Award will be up to \$5,000. Recipients are required to provide a final report in the form of a written manuscript, a journal article, or a conference abstract with accompanying poster/slides. The number and value of awards granted each year will be determined by the funds available.

Eligibility

- Family physicians or a family medicine resident in good standing with the CFPC/BCCFP;
- Family medicine residents registered and in good standing with the University of British Columbia Family Medicine Residency Program;
- Medical Students in good standing in the University of British Columbia School of Medicine Program.

Deadline

Application will be reviewed quarterly. Submission deadlines are:

August 31
November 30
February 28
May 31

All applications must be sent to the BCCFP Chapter Office.

Selection Process

The BCCFP Research Awards Committee will recommend the recipients for this award to the National Office. Applicants will be notified of results within one month thereafter.

Past Recipients: see www.cfpc.ca/awards

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BCCFP Research Award Application Form

| Name: (Principal Investigator) | | CFPC Membership #: | | | | | | | | | | | | | | | |
|---|----------|---------------------------|---------------|---------------------|-------------------|-------------|----------|--------------------|--------|-----------|-------------------|--|--|--|--|--|--|
| Address: | | | | | | | | | | | | | | | | | |
| City: | | Prov: | | Postal Code: | | | | | | | | | | | | | |
| Tel: (daytime) | | | Email: | | | | | | | | | | | | | | |
| Name/s of co-investigator/s: 1. 2. 3. | | | | | | | | | | | | | | | | | |
| <p>PLEASE COMPLETE ALL SECTIONS. . All information must be typed on a separate page(s) and attached to this form, or may be electronically submitted. Incomplete applications will not be reviewed.</p> | | | | | | | | | | | | | | | | | |
| PROJECT TITLE: | | | | | | | | | | | | | | | | | |
| <p>Section 1. Summary. A summary of your project (suitable for public information), not exceeding 250 words. Include the benefits you see forthcoming from this project for patients, for yourself, for other CFPC members, and family medicine in general.</p> <p>Section 2. Study Design. A full protocol for the research project, including samples of relevant materials, questionnaires, etc.</p> <p>Section 3. Ethical Approval. If your study involves humans or animals as subjects, please attach indication of ethical approval.</p> <p>Section 4. Clinical trial registry. If this is a clinical trial, please provide the registration number & registry.</p> <p>Section 5. Personnel.</p> <p>Section 6. Travel costs.</p> <p>Section 7. Essential equipment required for project.</p> <p>Section 8. Supplies & services.</p> <p>Section 9. Project team member information. An abbreviated curriculum vita relevant to the proposed project (maximum 5 pages) for each project team member is required. A common CV already developed for another funding body (eg. CIHR) may be submitted.</p> <p>Section 10. The Four Principles. Provide commentary which demonstrates how the proposal addresses one or more of the Four Principles of Family Medicine.</p> <p>Section 11. Funds requested at this time:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Fiscal Year</th> <th style="width: 15%;"># months</th> <th style="width: 25%;">Personnel Services</th> <th style="width: 15%;">Travel</th> <th style="width: 15%;">Equipment</th> <th style="width: 20%;">Supplies/Services</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> <p>Estimated TOTAL Project Cost: \$</p> <p>Total duration of project: (month/year to month/year)</p> <p>Are funds being received or applied for from other agencies for this or related projects: Yes: <input type="checkbox"/> No: <input type="checkbox"/></p> <p>If YES, will you be able to conduct the study if no additional funding is received: Yes: <input type="checkbox"/> No: <input type="checkbox"/></p> | | | | | | Fiscal Year | # months | Personnel Services | Travel | Equipment | Supplies/Services | | | | | | |
| Fiscal Year | # months | Personnel Services | Travel | Equipment | Supplies/Services | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| Total funds for this research project: \$ | | | | | | | | | | | | | | | | | |

Applications may be submitted electronically, by fax or mailed to:

BC College of Family Physicians Awards Committee
350 – 1665 West Broadway, Vancouver, BC V6J 1X1
Tel: (604) 736-1877 Fax: (604) 736-4675
Email: office@bccfp.bc.ca



Guidelines for BCCFP Research Proposals

For advice and guidance in preparing your proposed study, the following are suggested

- The Canadian Library of Family Medicine (CLFM) offers **free literature reviews** for CFPC members. See www.cfpc.ca/clfm
- Research Directors at UBC Departments of Family Medicine
- BCCFP Chapter office

| | |
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| Section 1 | This section must be completed, and may be used for public announcements concerning projects that have received BCCFP Research Awards. |
| Section 2 | A full protocol is required , detailing all planned steps of the study. Awards to run a study will not be granted without a protocol. |
| Section 3 | Ethical approval from a hospital or university ethics committee is acceptable. |
| Section 4 | In order to publish results from any clinical trials, the International Committee of Medical Journal Editors (ICMJE) will require registration; any request over \$1,000 should be registered. Information on registries: www.actr.org.au www.clinicaltrials.gov ISRCTN.org www.umin.ac.jp/ctr/index.htm www.trialregister.nl/trialreg/index.asp |
| Section 5 | Paid personnel provide 'contracted' ongoing assistance for the project, e.g. secretarial work, telephone interview, data entry, etc. The principal investigator and co-investigators cannot be remunerated for their participation in a study, including loss of income or practice time. |
| Section 6 | Travel costs associated with the projects include such trips as required to inspect test sites, to consult with specialists, etc. This is not intended to cover the principal investigator's costs to present the data as a paper at a conference. |
| Section 7 | Award money may be used towards purchase of <u>essential</u> equipment required for the project. Award money can also be requested to rent/lease major equipment required for the project. |
| Section 8 | 'Supplies' refers to items such as stationery, pens/pencils, postage, etc. 'Services' refers to computer analysis costs and other services needed on a short-term basis, which are not provided by any of the study personnel and must be 'purchased'. PLEASE NOTE that award money cannot be used as an incentive, or to purchase incentives for study participants. |
| Section 9 | An abbreviated curriculum vita relevant to the proposed project (maximum 5 pages) for each project investigator or senior personnel with their title and job summary relative to their position/role on the project must be submitted. |
| Section 10 | Attach a narrative which outlines how the proposed study addresses one or more of the Four Principles of Family Medicine. |
| Section 11 | Funds are generally administered on a yearly basis. Unless other arrangements are required and requested, 50% of the funds are provided at the time the award is announced, and the remaining funds are provided upon receipt of a written final report, a journal article, or a conference abstract with accompanying poster/slides. |