



## Department Of Family and Community Medicine DFCM Faculty Development Fund

The DFCM wants to support faculty in their academic pursuits. The FD Fund is awarded twice annually to support professional development. Support will be considered for (but not necessarily restricted to):

- Publication of scholarly papers (mini-sabbaticals)
- Travel (and related expenses) to conferences to present scholarly work (conference registration fees not funded).

Awards will be based on the criteria below, taking into consideration the amount of money available in the fund and the total amount requested.

Funds are not issued proactively and must be collected within one year of date of the acceptance letter.

### Eligibility:

- All faculty members appointed to the University of Toronto Department of Family and Community Medicine
- Restricted to faculty who have not received the award in the previous 2 years

### Criteria:

The Faculty Development Committee will give preference to candidate projects which meet the following criteria:

- Provides enhancement of academic content, advancement of family and community medicine education, benefit derived from the professional development activity for both the individual and the department.
- Includes a letter of support from the relevant division chief or departmental program director should address how the funded activity will contribute to the academic life of the unit or program.
- May give preference to junior faculty (less than 5 years since appointment).
- If being used for publications, the candidate must provide evidence of submission to a journal
- Preference will be given to those who do not have access to other funding
- Must submit an abstract for a poster/presentation/workshop at DFCM conference and/or be available to present at distributed sites when invited

### Application Deadline:

October 30 and April 30 annually.

### Selection:

Awards, Grants & Funds Faculty Lead and FD Awards and Funds Sub-committee.

### Application to:

Email completed application form and supporting documents in a **single PDF file** to [dfcm.awards@utoronto.ca](mailto:dfcm.awards@utoronto.ca).

Attn: Faculty Development Program  
Department of Family and Community Medicine, University of Toronto  
5th Floor, 500 University Avenue  
Toronto, ON M5G 1V7



Family & Community Medicine  
UNIVERSITY OF TORONTO

## Faculty Development (FD) Fund

Name of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email: \_\_\_\_\_ Telephone: \_\_\_\_\_

Original date of DFCM Faculty Appointment: \_\_\_\_\_

### Application for Financial Support for

#### 1. Travel to conferences that support scholarly work

Conference Name: \_\_\_\_\_

Dates: \_\_\_\_\_

Location: \_\_\_\_\_

Purpose for Attending (Please check one)

Sole

Group

Presentation of Work at Peer Reviewed Meeting

Type and Title of Presentation:

Program Outline Attached

Letter of Acceptance Attached

#### 2. Preparation and Publication of Scholarly Paper (mini-sabbatical) – please provide abstract, name of the journal(s) you plan to submit to, and the date you plan to submit to them.

Amount Requested \$ \_\_\_\_\_

### Please fully complete with all necessary details and attach the following:

- Supporting documentation and declaration of other sources of financial support for the academic activity if applicable
- Mail all original receipts and boarding pass for travel and related expenses to conferences to present scholarly work.
- Letter of support from the relevant division chief or departmental program director addressing how the funded activity will contribute to the academic life of the unit or program.

**Applications Must Be Accompanied By Supporting Documentation**