



Paediatric Resident Advocacy Education Grant Terms of Reference

(Last updated: August 20, 2019)

Established	2004
Awarded	Annual
Amount	Up to \$10,000 funding each year by Healthy Generations
Description	To support paediatric residents and medical students in the development, planning and/or implementation of a community-based research or advocacy project in child and youth health.
Project Criteria	<p>To qualify, candidates must submit a proposal for a community-based project that meets all of the following criteria:</p> <ul style="list-style-type: none">• is led by a resident or medical student in Canada• is community-based* with the possibility of being replicated in other communities• represents a NEW initiative within the community• increases child and youth access to specific health services• demonstrates community collaboration• includes achievable plans for sustainability beyond the grant period,• demonstrates a realistic, achievable evaluation plan for the program,• includes a budget with justification for funding• must have a letter of support from local Program Director• must have a letter of support from the chosen not-for-profit community association if applicable• project timeline must align with the resident representatives own term and training program

Priority will be given to proposals submitted by applicants who have not previously received the Paediatric Resident Advocacy Education Grant. However, previous grant recipients may resubmit a proposal for a new project.

***Community-based** projects develop broad, collaborative community partnerships for the initiation of child and youth health projects. Partners may include grassroots associations, parents, schools, local public health service agencies, non-governmental health agencies, and hospitals.

Allowable Project Activities:

Project activities must lead to sustainable, community-based child and youth health initiatives that increase access to care, especially for underserved children and youth, and/or address health disparities among children and youth. Project activities may include needs assessments and/or community asset mapping, feasibility studies, community meetings/forums, focus groups, planning meetings and the development of grant proposals for implementation and sustainability beyond the grant period. Implementation activities (if included in the proposal) may, in the context of a pilot project, include service delivery, outreach and promotion.

Ineligible proposals include:

continuing medical education activities,
paediatric human resource activities,
submissions from a member of the selection committee, and
funding for infrastructure.

**Developing
Your Budget**

Each budget line item must include an expense justification (description of activity and formula) and clearly support the project goals outlined in the proposal. See [Guidelines for Developing Your Budget](#) for details.

**Selection
Committee**

- President, Healthy Generations (Chair)
- Healthy Generations Board Member-At- Large
- Chair, CPS Community Paediatrics Committee
- President, CPS Community Paediatrics Section
- Chair, CPS Action Committee for Children and Teens
- Past President, CPS Resident Section

Presentation

Awardee(s) will:

- Be invited to accept the grant at the upcoming Resident Advocacy event at the CPS Annual Conference (no expenses covered)
- A representative from the project team is required to present an update on their project at a future CPS Annual Conference (appropriate travel and accommodation expenses will be covered and conference registration)
- Healthy Generations must be given attribution for its financial support

**Reporting /
Funding**

Grant funds may be disbursed in up to, two equal installments. To release the first installment of funding the recipient's institution/community organization must submit an invoice for the total amount to the Healthy Generations. A brief summary of activities and documentation of expenditures will be required before release of the second instalment. HG reserves the right to reimburse only those expenses inline with the approved budget. A final report will be due six months after receipt of the second instalment, or on completion of the project.

The grant funds awarded cannot be paid directly to an individual and must be administered by the project's sponsoring institution/community organization. If the grant funds have not been transferred within one year of being awarded, and without justification for an extension, the award will be rescinded.