



Dr. Chirag Shah International Resident Award Terms of Reference

Background: The fund was created through generous donations from Dr. Chirag Shah with the intention of providing support to assist international medical graduates. Dr. Shah created this award to assist international medical graduates who are adjusting to life in Canada and inspire them to give back in ways meaningful to them and contribute to making Canada a better place in which to work and live. The fund will remain open to contributions from other sources.

Purpose of the Fund: The award is designed to ease the financial burden for international medical graduates who have successfully completed the Alberta International Medical Graduate assessment process and are proceeding into or continuing residency training at the University of Calgary.

Use of the Fund: The fund is supported by an endowment sufficient to fund at least two \$2,000 awards annually.

Financial Administration: Funds will be disbursed at the successful completion of the AIMG Program Externship and successful entry into residency. The investment, management, and expenditure of all funds shall fully vest with the University and shall be in accordance with policies and procedures set out by the Board of Governors of the University. The policies and procedures may be periodically changed as deemed appropriate by the Board of Governors, without prior notification to the donor.

Should there be no candidate that fulfills all the eligibility requirements, the available funding may be carried over by the University for subsequent years.

Administration of Fund: The fund will be administered by the Advisory Committee (membership defined below) who will approve the selection of candidates. The committee recognizes that it is the donor's preferences to support surgical residents.

Advisory Committee: An Advisory Committee will be convened at by the Associate Dean, Post Graduate Medical Education. Committee members shall include:

- Associate Dean, Post Graduate Medical Education (Chair) or designate
- Director, AIMG program or designate
- Practicing IMG physician and/or researcher
- Public member with experience with the immigrant community (nominated by the donor). If the public member is not available, then the funds may be granted without this input.

The Advisory Committee will be responsible for:

- Review of and selection of recipients in alignment with the selection process outlined below.

Selection Process:

Eligibility: Candidates applying for this support must fulfil the following criteria:

- Successful completion of the AIMG Externship and entry into first year of residency
- Open only to any AIMG resident currenting training



- Completion of high school and medical school outside of Canada and/or US
- Have not previously been a recipient of the award

Application Process:

- The Dr. Chirag Shah International Resident Award will be awarded annually in May
- Call for applications will be initiated by the Chair of the Advisory Committee in October each year to eligible candidates at the completion of the AIMG Externship orientation.
- Applications will be submitted via the PGME Award Nomination form
- A complete application will include:
 - i) A current copy of the applicant’s curriculum vitae;
 - ii) A one-page letter addressing the following areas:
 - The applicant’s journey to residency at the University of Calgary
 - How the applicant is contributing to a community in Calgary
 - The applicant’s future goals
 - How the applicant will use the funding associated with this award

Agreed:

For Post Graduate Medical Education

_____, 2024

Dr. Melinda Davis

Associate Dean, Post Graduate Medical Education

For the Cumming School of Medicine

_____, 2024

Dr. Todd Anderson

Dean, Cumming School of Medicine