



UNIVERSITY OF CALGARY
CUMMING SCHOOL OF MEDICINE

Resident Research Travel Award Information

The Office of Postgraduate Medical Education (PGME) is pleased to continue supporting resident scholarly activity through our quarterly grant program. Each fiscal quarter, up to 10 grants of \$2500 are awarded to eligible residents.

Priority is given to those delivering oral presentations at conferences. Applications are reviewed and adjudicated by a dedicated research-based committee based on the criteria outlined below.

The funding is intended to support research presentation occurring the current academic year. We look forward to receiving your application.

A completed application consists of:

- A structured abstract using the format below.
- The checklist page – refer to the section on Page 3.
- A **completed** PGME Resident Research Travel Award Application.
- Proof of acceptance to present at a national or international level conference.
- Please send your completed application to PGME Business Operations team:
pgmefinance@ucalgary.ca

Abstract Format:

- Single spaced, one page, font Arial 10 pt, 500 words not including title and headers. Please do not include references.
- Please note that adherence to the format below will also be used as scoring criteria.

Title:

- Title of the study is clearly stated. **Please do not include authorship as abstracts are blinded to ensure bias is mitigated during the abstract review process. Authorship can be described in the application document.**

Background:

- The rationale and importance of the study are clearly stated.

Objective:

- The objective of the study is clearly stated.

Method:

- The study design is clearly stated.
- The sample size is clearly stated.
- The specimens or participants (human or animal) included are clearly stated.
- The method of analysis is clearly stated.

Results:

- Data are presented.

- For quantitative studies, statistical analysis is presented (e.g., means, standard deviations, proportions and percentages or counts alone are not sufficient).
- Appropriate statistical notation is used.
- For qualitative studies, please include methodological and theoretical perspectives, how data was analyzed, and the tools or software used.

Discussion:

- Results are interpreted.
- Implications of the results are given.
- Future research directions are provided.

Conclusion:

Explain why this finding is important and how it adds to prior knowledge on the subject.

Tips for Writing Your Quantitative Research Abstract

1. Please specifically state the type of statistical analyses you conducted, and the software used to carry out the analysis. If you did not conduct any statistical tests, then please list your analyses as descriptive analyses. Please state which software was used to conduct your analyses.
2. If you are including statistical tests, please state what these tests are and provide p-values in your results (if you have not already done so). It is best practice to state actual p-values where possible. Standard deviations are not sufficient.
3. If you are including proportions, rates, or percentages as part of your descriptive analyses, please ensure you include 95% confidence intervals. You can easily calculate the confidence intervals using an online calculator. Confidence intervals are important to help readers understand the level of precision of your findings and should accompany estimates. Please see this online confidence interval calculator. <http://www.sample-size.net/confidence-interval-proportion/>
4. If your data is continuous and you are presenting means, please include 95% confidence intervals for your means: <http://www.sample-size.net/confidence-interval-mean/>

Tips for Writing Your Qualitative Research Abstract

1. Please include details on population and sampling: who the participants were and what sampling strategies were used.
2. Please include methods of data collection: clear exposition of data collection: access, selection, method of collection, type of data, relationship of researcher to participants/setting (what data were collected, from where/whom, by whom)
3. Please state data analysis: clear exposition of analytic process, clear definitions of concepts, categories, and themes, how these were developed and how they relate to data.
4. Please describe quality of data and analysis such as strategies to enhance quality of data analysis e.g., triangulation, respondent validation; and to enhance validity.
5. Please provide an overview of important findings, moving towards interpretation rather than simple summaries of themes where possible e.g., by linking to theory.
6. Please include an application of critical thinking to analysis: attention to the influence of the researcher on data collected and on analysis.

Checklist Page

It is a requirement for all research projects using human subjects (including retrospective chart reviews) to have ethical approval from the Conjoint Health Research Ethics Board of the University of Calgary. Please use the following information to define your contribution to the project. Only completed projects will be eligible.

PGME RESIDENT RESEARCH AWARD CHECKLIST PAGE

This project has received ethical approval from the Conjoint Health Research Ethics Board of the University of Calgary (please include REB approval number here): _____
(For systematic reviews or meta-analyses, please clearly state that REB approval was not required).

I was the primary contributor to the intellectual content of the project as described below:

Conception and Design

Application for Ethical Approval

Literature Review

Instrument Design (If applicable)

Statistical Analysis and Interpretation of Data (Quantitative research)

Coding and Interpretation of Data (Qualitative research)

Funding Proposal (If Applicable)

Drafting of manuscript (If Applicable)

Other conference, symposium or rounds presentation (If Applicable)

Frequently Asked Questions

1. I am a University of Calgary resident, and I've recently completed a research project, but the ethics came from a university other than University of Calgary and I was collaborating with a supervisor from another university. Am I still able to apply with this project?

No, the research had to have been conducted at the University of Calgary.

2. Does the research project have to be completed to apply for this award?

Yes, the research project will have to be completed to be eligible for this competition.

3. I completed a residency in Calgary in the last calendar year and am registered as a fellow in another city presently. Am I eligible to submit a project I completed and published last year?

No, the travel must occur during residency at the University of Calgary. You cannot be on a leave or have completed the residency.

4. Do all boxes on the application checklist need to be completed for the application to be accepted?

No, they do not all have to be checked to apply.

5. I did my first 3 years of residency at another university. My resident research project was a multi-site study with other universities and supervisors across these universities and separate ethics approval at all 3 sites. Am I eligible to apply for the award?

Yes, you are still eligible as long as one of the sites was Calgary.

6. If a resident has previously won this award, can they apply again?

Travel grants are limited to one award per resident per fiscal year (April 1 – March 31), based on the conference dates.

7. Is the entire research project required to have happened during residency? Is it OK if part of it is in residency and part in medical school?

The entire project needs to be during your residency.

8. Just to clarify the eligibility for applying for the award - does the person have to currently be in a residency program?

The applicant must be a current resident at the University of Calgary whilst the research was undertaken to be eligible. Furthermore, conference travel must be completed while in residency at the University of Calgary.

9. The project that we submit **must not** have been previously presented or published at a conference outside of the University of Calgary- is that correct?

Yes, that is correct.

10. Does the research have to be a completed project with publications?

Yes, the research project will have to be completed to be eligible for this competition. While the research need not have been published during the application process, it must be completed and publication ready (a publication is being written or has been submitted for peer review).

11. I completed my research projects working with investigators in Calgary while I was a resident in Calgary and then transferred to another province to continue my residency training. The Calgary projects were subsequently published after I transferred my training to another province. Can I still apply for the award through the Calgary competition, or should I apply through my new department even though it was Calgary research?

If the research was conducted at both sites, you should apply at your current school, because you are no longer registered at a program in Calgary.

12. Who is eligible to apply for this funding?

This funding is limited to Ministry Funded residents (which includes AIMGs), who are in good standing and registered with the University of Calgary. Resident trainees who are externally sponsored or registered as fellows are not eligible to apply.

13. If I have two different projects (that are both completed), may I submit two entries, or is it limited to one per person?

You will be required to complete an application for each research abstract. Please note that only one award is granted per fiscal year (April 1st to March 31st) per resident.

14. My supervisor is from another university. Hence, the study patient population was from the other university's province. However, my project was approved by both the research ethics board at their university and University of Calgary. The project was initiated as well as completed during my residency training. I just wanted to confirm if I am eligible for the award since the research data was not from the Calgary population.

This is no problem if you are registered at University of Calgary and ethics is approved at University of Calgary.



PGME Research Travel Grant Application Form

Applicant Name

UCID

Phone Number

Residency Program

Email Address

PGY Level

Conference Details

Title of Conference

Title of Abstract

Conference Location

Conference Dates (mm/dd/yy) From

To

Have you been accepted to present?

Yes

Not Yet

If confirmed, what type of presentation are you making?

Oral Presentation

Poster Presentation

Are you the first author on the research?

Yes

No

Has this research been conducted at the University of Calgary?

Yes

No

Applicant Signature

Date

Program Director Signature

Date

For Office Use Only

Resident in good standing with tuition paid in full?

Yes

No

First Submission

Approved

Revised Submission

Declined

Approval Signature

Date