DFM New Innovator Award - Terms of Reference

General Principles:

1. **Aim of program:** To support excellence in family medicine research (health services and education) with an ultimate view to improve health and-or patient care.

2. **Funding source:** Department of Family Medicine.

3. **Matching source:** Research Chairs, Salary Awards, Research Institutes, etc.

4. **Requirements:** Primary academic appointment with the uOttawa DFM.

Guidelines:

1. **DFM New Innovator Award:** Assistant or Associate Professor showing strong potential to develop as a current or future leader in their field of interest; up to $50 000/year, for 3 years, **not** renewable.

2. The applicant must hold or apply for primary appointment in the Department of Family Medicine.

3. The applicant must show a track record of research accomplishments commensurate with the level of the award and have the appropriate protected time, facility and support to conduct the proposed research.

4. Programs focusing on current and emerging areas of strategic faculty and department priorities will be strongly favoured.

5. Funds will be awarded on a competitive basis.

6. The research proposal must be endorsed by a letter from the applicants Unit Director.

7. A research contract will be signed between the applicant and Department Chair.

8. Applicant will participate in an annual review with the Director of Research and Department Chair.

9. Applicant will be required to submit to the Director of Research an interim and final report.
Procedures:

1. The applicant must complete the application form and provide a current updated CV.

2. The complete package is then submitted to the Director of Research.

3. The Director of Research reviews the request and receives advice from the Academy of scientists, and supports or not the said request.

4. If supported, the Director of Research brings the application to Department Chair.

5. The request is forwarded to the Senior Leadership Team (who act as the selection committee) for approval.

Review Process:

1. Criteria for funding will include excellence of the proposal, appropriate level of award, relevance to strategic priorities, previous accomplishments of the applicant, feasibility, impact on health and-or patient care, likelihood of sustainability, as well as considerations of Equity, Diversity and Inclusion.