



CUA-Tolmar Community Urologist Continuing Professional Development (CPD) Grant Program

TERMS OF REFERENCE 2023-2024

OBJECTIVE

The objective of the CUA-Tolmar Community Urologist CPD Grant Program is to support Community Urologists in scholarly initiatives that improve urological care in Canada, where Tolmar will provide \$50,000 and the CUA will match the investment with another \$50,000, for a total of \$100,000. The grant is in line with the CUA strategic plan 2019-2024 to engage community urologists and further support their educational and research needs.

AWARD

Each year, a maximum of \$100,000 may be awarded, with no fixed number of grants allotted. For example, in one year, there might be ten grants of \$10,000, and the following year twenty grants of \$5,000 awarded, for a total of \$100,000 awarded for CPD grants. The maximum budget for a grant is \$15,000. Awarded applications must meet the Program's stated objective.

Priority will be given to first-time applicants.

CONDITIONS OF AWARD

Applicants must be Active CUA Members, practicing in Canada, who do not have a full-time academic appointment with a Canadian University.

Applications must include a detailed budget including all additional funding sources and amounts. The budget may include travel, accommodation, and meal expenses, as per the [CUA Guidelines for Expenses and Travel](#)).

Remuneration is reserved for hospital/office-based mentorship style-applications. The budget for these applications must adhere to the same remuneration criteria as the CUA Mentorship Grant.

Examples of activities appropriate for funding include (but are not limited to):

- Courses or training on new technologies or techniques or advanced medical therapeutics
- Leadership or Practice Management Courses
- Courses or professional development Programs from universities, academic institutions, provincial or national medical associations, AUA, EAU, or CUA that will specifically lead to improvements in urologic care.
- Projects that enhance patient outcomes, patient or community education or community projects that promote better health. Short duration, feasible research proposals are acceptable for submission.



Examples of activities that will not be funded include:

- Regional, national, or international conferences

Applications for retrospective activities will not be accepted.

The activity is to be completed within twelve (12) months of being awarded the grant.

POST-ACTIVITY REQUIREMENTS

All grant recipients are required to submit a report summarizing their experience and learning outcomes to the CUA Office of Education within 2 months of completion of the CPD activity. Summaries will be published in the CUA URO.COMM quarterly newsletter.

Award recipients may be requested to present their experience/learning to colleagues at an upcoming CUA event, (i.e. CUA Annual Meeting).

Distribution of the grant funds will occur following receipt of the report and copies of budgeted expense receipts.

APPLICATION SUBMISSIONS

The next application period will close on May 31, 2024.

**Applications will be accepted and reviewed at any time throughout the year until this deadline.*

Applications should now be completed online (www.cua.org/cpd-grant-program). The following documents must be included in the application:

1. A letter of intent, not exceeding 1-page, standard 12-point font, outlining the proposed CPD initiative and how the CPD activity meets the objective of the grant
 - a. **For Research Proposals only:** Instead of the letter of intent, please provide a two-page proposal with the following sections: Introduction, Study Objective(s), Methods, Impact/Deliverables
2. A budget, including all sources of funding
3. Curriculum Vitae (CV)

All submissions are reviewed by the CPD Committee Chair, and the Community Urology Committee (CUC) Chair.

All applications should be addressed to:

Girish Kulkarni, MD, FRCSC(C), Chair, CPD Committee, CUA

Any questions should be addressed to: Tal Erdman, Project Manager, CUA Corporate Office
tal.erdman@cua.org