

**EDUCATION GRANT COMPETITION**  
**Criteria for Evaluation of Submissions:**  
**Thematic Conferences/Educational Programs or Materials Development**

**Program Title:**

**Applicant:**

**Reviewer:**

<p><b>RATIONALE, RELEVANCE, ORIGINALITY (20 POINTS)</b></p> <ul style="list-style-type: none"> <li>• Does the written report explain and justify why the conference/program should be undertaken? (5 POINTS)</li> <li>• How relevant is the conference/program to institutional pharmacy practice or a major CSHP initiative? (5 POINTS)</li> <li>• Is the conference/program original or unique? (10 POINTS)</li> </ul>	
<p><b>Comments:</b></p>	
<p><b>SIGNIFICANCE (10 POINTS)</b> Potential impact/benefit of the conference/program on patient care or pharmacy practice (e.g., major tangible benefit on patient care or pharmacy practice = 10 POINTS, limited impact on patient care or pharmacy practice = 1 POINT).</p>	
<p><b>Comments:</b></p>	
<p><b>OBJECTIVES (10 POINTS)</b> Are the objectives clearly stated, and do they align with the conference/program? Are the objectives measurable? (10 POINTS)</p>	
<p><b>Comments:</b></p>	
<p><b>WORKPLAN (25 POINTS)</b></p> <ul style="list-style-type: none"> <li>• Does the written report describe in sufficient clarity and detail the conference/program? (10 POINTS)</li> <li>• Are the outputs congruent with the stated program objectives? (5 POINTS)</li> <li>• Are the target audience/impacted groups relevant and clearly described? (5 POINTS)</li> <li>• Does the written report describe a method for measuring success or an evaluative component? (5 POINTS)</li> </ul>	
<p><b>Comments:</b></p>	

<p><b>PERSONNEL AND FACILITIES (20 POINTS)</b>          Are the professional competencies and experiences of the applicants/participants appropriate to carry out the work required? (20 POINTS)  <b>Thematic Conferences/Educational Programs:</b></p> <ul style="list-style-type: none"> <li>• Have applicants previously developed a conference/program/educational event?</li> <li>• Have applicants demonstrated a supportive environment (e.g. institutional support)?</li> <li>• Are applicants from an environment/institution such that they would otherwise NOT have access to resources to develop the conference/program?</li> </ul>	
<p><b>Comments:</b></p>	
<p><b>ECONOMIC EFFICIENCY PROJECT SCOPE AND TIMETABLE (15 POINTS)</b></p> <ul style="list-style-type: none"> <li>• Are all necessary budget inputs defined and costed (e.g. personnel, supplies, equipment, travel)? (5 POINTS)</li> <li>• Do the amounts allocated to the various components of the budget appear to be appropriate? (5 POINTS)</li> <li>• Is the program/conference feasible given the budget and timeline? (5 POINTS)</li> </ul>	
<p><b>Comments:</b></p>	
<p><b>Total Score</b></p>	

**Additional Comments:**

Please comment on the strengths/weaknesses of the application and these will be provided as feedback to the Applicant.