

2011/2012 de Souza Scholarship Funding Application Guideline

The de Souza Institute is offering educational financial support to Registered Nurses in Ontario enrolled in graduate programs (Master's or PhD level) in a health, social science or education related field. Details are provided below.

About the de Souza Institute

The de Souza Institute is an innovative organization promoting excellence in cancer care through research, education and communication for Registered Nurses in Ontario. One of the key activities is to support professional development and educational programs for Ontario nurses who work with patients with cancer in a variety of practice settings, across the continuum of cancer care.

The de Souza Institute receives funding from the Nursing Secretariat, Ministry of Health and Long Term Care, Government of Ontario with the objective to advance oncology nursing excellence in the Province of Ontario through knowledge transfer and capacity building.

Important Dates

Application Deadline: November 18, 2011
Application Notice of Decision: December 5, 2011
Funding Start Date: January 1, 2012

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Description

The de Souza Scholarship Program is designed to support tomorrow's nursing leaders. The scholarships provide financial assistance to Registered Nurses in Ontario who are pursuing a Masters or PhD degree in a health, social science or education-related field. The scholarship is intended to support their career development in the fields of *Oncology or Palliative Care*.

The maximum amount awarded for a single award is:

- \$10,000 for a Masters level applicant up to one year
- \$20,000 for a PhD level applicant up to one year.

The number and value of awards is determined annually based on availability of funds. Eighty percent of the scholarship amount will be awarded at the beginning of January 2012 to successful applicants. An amount of 20% will be withheld until the award recipient fulfills all scholarship conditions and requirements by December 2012. See scholarship funding conditions and requirements below.

Objectives of the de Souza Scholarship

The objective of the de Souza Scholarship is to provide financial assistance to Registered Nurses in Ontario pursuing graduate studies to support their career development in a cancer related field, in order to influence practice in oncology and palliative care.

Eligibility

To be eligible to apply for support at the time of the de Souza Scholarship application deadline, a candidate must:

- be a Canadian citizen or a permanent resident who resides in Ontario;
- be a Registered Nurse in good standing with the College of Nurses of Ontario and intending to practice in Ontario following completion of the program;
- be enrolled continuously, from January 2012 to December 2012, in an accredited university graduate program in any health, social science or education-related field;
- currently practice in academia or research within the field of *Oncology or Palliative Care*;
- NOT have received or will be receiving graduate bursary, scholarship or fellowship support in excess of \$10,000 in total from any other funding sources, in the award funding period from January 2012 to December 2012;
- NOT have received a de Souza Scholarship for the same graduate degree in the past – renewal will not be considered for the scholarship program.

Although not a requirement, a current specialty certification in oncology or hospice palliative care will be an asset during the scholarship application review process;

Scholarship Conditions and Requirements

Allowable Costs: Each scholarship consists of a stipend.

Conditions and requirements:

- If a recipient leaves or fails to complete the program for which the de Souza Scholarship is granted, a letter of explanation will be required; funding will be requested to be returned in full. Funds must be used in the year awarded, and cannot be deferred for any reason;
- All recipients, both at the Master's level and PhD level, must commit to present on a topic directly linked to their specialty areas to the de Souza Oncology Nursing Rounds at least once during the award funding period (January 2012-December 2012). The nursing rounds are organized by de Souza Institute and take place at a designated time once a month via Ontario Telemedicine Network (OTN). Logistic support will be provided to each presenter by de Souza Institute.

- Master level award recipients are required to complete all required course credits and start the 150 hour clinical fellowship towards a de Souza APN Designation before December 2012. PhD level award recipients are required to enroll in the one week Clinical Research Summer Institute in June 2012 to develop a research proposal, as well as to teach or mentor de Souza learner(s) in the area of research, clinical practice or leadership in oncology or palliative care. The mentorship activities will be arranged through de Souza Institute eMentorship program and take place during the funding period. For detailed information on how to obtain a de Souza APN or a de Souza scholar Designation, please visit <http://www.desouzanurse.ca/de-souza-designation>.
- For all recipients, a written report of the required activities and accomplishments during the scholarship funding period must be submitted to the de Souza Institute by January 31, 2013, one month from the end of the 12 month funding period. Upon the successful completion of all requirements, the remaining 20% of the scholarship will be released to the award recipient.
- Recipients must acknowledge the de Souza Institute's support in any communication or publication related to the scholarship.
- Recipients must consent to publish their name and hometown in any and all de Souza-related communications including, but not limited to the de Souza website, press materials such as news releases, fact sheets and backgrounders, newsletters, annual reports and marketing materials such as pamphlets or brochures.
- de Souza Scholarship funding is non-transferable and must be used solely for the stated purpose.

Review Process and Evaluation

The de Souza Institute Awards Committee is comprised of recognized experts in oncology and palliative care appointed by the de Souza Institute. Committee members have demonstrated excellence in clinical and academic scholarly work, do not have a conflict of interest with applicants and have established a breadth of knowledge and expertise in peer review process. All applications are reviewed by the Committee, and assessed based on objective indicators.

Indicators include the following:

- Type and quality of graduate studies;
- Duration of graduate program;
- Academic performance;
- A current specialty certification in oncology or hospice palliative care;
- Achievement in nursing practice especially in *Oncology or Palliative Care*;
- Current involvement in educational activities at de Souza Institute and commitments towards obtaining a de Souza APN Designation or de Souza Scholar Designation
- Dedication to advance and enhance *Oncology and/or Palliative Care* during the scholarship and career plan post graduation.

How to Apply

To complete your application, the following documents are required:

- Application form;
- Copy of the College of Nurses of Ontario (CNO) Registration;
- Copy of CNA certification in oncology, hospice palliative care or ONCC specialty certification in pediatric hematology if applicable;
- Original official transcripts (must be an unopened original from the issuing institution):
 - A transcript from the current graduate school covering the period from the admission to the most recent academic year;
 - A transcript from the last degree (i.e., BSc, or BN for master level applicants and MN, MSc for PhD level applicants).
- An updated Curriculum Vitae (3 pages Maximum)
 - Education;
 - Awards received;
 - Employment (Please specify *Oncology or Palliative Care* related clinical experiences and names of the employer);
 - Experiences in research and/or teaching
- A letter of intent:
 - Applicants should explain in their letter of intent how their activities align with the de Souza Institute's mission and vision: *To be a World Leader in Oncology nursing excellence and innovation*. Applicants should also describe their current standing in de Souza courses, ongoing involvement and their plan to engage continuously in de Souza educational events, knowledge translation / capacity building activities, clinical and research endeavors and/or mentorship activities in order to fulfill the scholarship funding requirements and to obtain a de Souza Designation in the near future.
 - The required length of the letter of intent is two pages for Master's level applicant and three pages for PhD applicants. PhD candidates will be encourage to further articulate a career plan in research, education or leadership and its potential contribution to the field of *Oncology and / or Palliative Care*.

Reminder to applicants: Full applications must be delivered or courier stamped by **November 18th, 2011**. In addition, an electronic copy (in word or pdf) of the letter of intent must be submitted to de Souza via email at fellowship@desouzanurse.ca. Incomplete or late applications will not be accepted into the competition. Only one copy of the original application and attachments are required.

The application package should be sent to:

de Souza Scholarship Awards Committee
de Souza Institute
700 University Avenue, HSC 14
Toronto, ON. M5G 1Z5

Contact Information

de Souza Institute
700 University Avenue, HSC 14
Toronto, ON. M5G 1Z5
Email: support@desouzanurse.ca