

UEG Activity Grants – Support for Online Courses (up to € 25,000)

Criteria for applicants and selection process

1. Outline of the activity

We fund the development and publication of 1-hour online courses produced by a UEG Member Society or individuals endorsed by a UEG Member Society. The online courses should teach or underpin the management of gastroenterological, pancreatobiliary and hepatic diseases to improve the standard of care.

We welcome applications to produce online courses that are innovative, didactic and fulfil the specific educational [needs of the target audience](https://ueg.eu/online-courses) [ueg.eu/online-courses].

2. Conditions for application

- The general terms and conditions for UEG Activity Grants and the '[How to produce a UEG online course](#)' guidelines must be adhered to.
- Online course slides must be prepared in the UEG PPT template (provided after selection).
- The development of the online course starts in 2023, and it will be published by July 31, 2024.
- The course will be published exclusively on the UEG Education site.
- The application must include:
 - o A [completed application form with the outline](#) and key elements of the course (template provided)
 - o CVs of the lead author and co-authors (a maximum of 2 pages per author), plus details of any previous online courses they have produced
 - o The [timeline for each phase of the project](#), from initiation to completion
 - o The course budget ([template provided](#))
 - o In case of an individual application: endorsement letter(s) from UEG Member Society(ies)
 - o The grant for an individual application can only be transferred to an organisation (society, host institution, university). No payment to individuals is possible.
- UEG will submit an application for CME accreditation to the UEMS-EACCME immediately after the launch of the course – the cost of the application will be allocated from the course budget.
- Industry supported courses will not be considered.
- Blended learning courses will not be considered.

3. Review Process and Criteria

Proposals for the support for online courses are peer-reviewed by the UEG E-learning team. The educational value, scientific merit and quality of the proposals are assessed according to the review criteria below, and the proposals are ranked respectively. A maximum of two online courses per applicant will be funded per year. No reasons need to be given for rejection of any application.

Review Criteria:

- a. The [need for an online course](#) on the specific topic (up to 5 points in total)
 - Is the proposed topic suitable for a 1-hour online course? (0-1 point)
 - Is the proposed topic a good/engaging topic for a course? (0-2 point)
 - Does the proposal cover a current topic gap — if not, is there evidence that it will enhance the existing offering or that it differs in terms of novelty? (0-2 point)
- b. Multidisciplinary approach (up to 3 points in total)
 - Does the course cover multidisciplinary aspects of the proposed topic? (0-1 point)
 - Are the authors multidisciplinary? (0-1 point)
 - Is the proposed course suitable for a multidisciplinary audience/does it have multidisciplinary appeal? (0-1 point)

c. The authors (up to 3 points in total)

- Is the lead author an authority in their field (0-1 point)?
- Do any of the authors have experience in medical education and/or with the development, production and publication of educational material? (0-1 point)
- Have any of the authors developed online courses before? (0-1 point)

d. Target audience (up to 2 points in total)

- Is the target audience well defined? (0-1 point)
- Does the proposed level of the course meet the needs of the target group? (0-1 point)

e. Learning objectives (up to 2 points in total)

- Are the learning objectives well defined? (0-1 point)
- Are the learning objectives achievable? (0-1 point)

f. Outline and key elements of the course (up to 5 points in total)

- Are the course outline, planned structure and components clearly described? (0-2 points)
- Are assessment strategies included and further details provided? (0-1 point)
- Is the course centred around the learners' needs? (0-1 point)
- Is a variety of material used to assure interactive online learning? (0-1 point)
- Is the novelty of the content secured? (0-1 point)

g. [Timeline and milestones](#) (up to 2 points in total)

- Are the timeline and milestones realistic for the proposed online course? (0-1 point)
- Is the development process reasonable, feasible and in accordance with the timeline set? (0-1 point)

h. [Budget](#) (up to 3 points in total)

- Does the proposal represent "value for money"? (0-1 point)
- Is the budget realistic? (0-2 points)

4. Requirements to be fulfilled to obtain payment

- Letter of agreement (LOA) signed by UEG and the applicant. The conditions of the support only become valid when the LOA has been signed by both parties.
- The payment of the grant will be made in three instalments to encourage successful delivery of the project: 40% at the end of Phase 1, 40% at the end of Phase 2 and 20% at end of Phase 3 of the development process.
- Funds will be transferred by UEG only upon completion of each phase. If any of the conditions for application are unfulfilled, the grant will not be paid.