

Group on Educational Affairs (GEA) National Call for Educational Research Grant Proposals

Developing A Community of Scholars: Advancing Medical Education Research and Innovations

PURPOSE

The GEA seeks to promote grant proposals that foster collaborations among the GEA sections (UGME, GME, CEI and MESRE) and/or regions (CGEA, NEGEA, SGEA and WGEA) as well schools, professions, and/or departments within an institution. The designated National GEA group, MESRE (Medical Education, Scholarship, Research and Evaluation) has reviewed and discussed recent publications regarding the lack of funding opportunities in medical education. Readily available funding sources are needed to advance the field of medical education. The aim of this national call for educational research grant proposals focuses on addressing innovative advancements in medical education scholarship, research, and evaluation and developing communities of educational scholars. Proposals on the following topics are encouraged but not required to receive funding:

- Inter-professional education.
- Innovations in faculty development
- Implications across the training continuum of the transition to accountable care in general, and the implementation of the Affordable Care Act in particular.
- Curricular innovations, such as competency-based education, “entrustable professional activities,” milestones, and creative approaches to delivery of education (flipped classroom, MOOCs, simulations, etc.).

Consistent with the requirements of scholarship, the results of these projects must be disseminated to the public, made available for peer review and for others to build upon.

ELIGIBILITY

- Applicants must belong to an affiliated GEA institution in good standing.
- Applicants may submit only one proposal per cycle as the first author applicant. Applicant may be an author (other than first author) on other submissions within a cycle as well.
- The proposal is not currently receiving funding from other GEA grants (e.g. regional grant proposal).

APPLICATION AND SUBMISSION PROCESS

The application process will involve two steps—pre-proposal and full proposal. A limited number of pre-proposals will be invited for full proposal submission.

- Pre-proposals due March 3, 2014
- Pre-proposal decisions anticipated April 30, 2014
- Full proposals due June 6, 2014
- Full proposal decisions anticipated July 31, 2014

Pre-proposals: authors must use the submission template available on the GEA website (<https://www.aamc.org/members/gea/>). Pre-proposals may not exceed the length that is stipulated in the template.

As the submission template indicates, the pre-proposal must address the following elements:

- a) Review of pertinent literature and rationale of the study
- b) Conceptual framework(s) that illuminate this research
- c) Study objectives and research question/hypothesis
- d) Description of methods
- e) Anticipated outcomes
- f) Total funds requested and preliminary budget breakdown
- g) Qualifications of research team
- h) References

Full Proposals must be typed with 12 point font, 1 inch margins. Proposals **should not exceed 5 single-spaced or double-spaced typed pages*** including all tables, figures, appendices and must include:

- a) Review of pertinent literature- Statement of the problem – Significance of need
- b) Purpose - Objectives
- c) Conceptual and/or theoretical framework
- d) Research methods that are applicable to the proposal’s purpose and objectives. These may include, but are not limited to: – Target Population – Sampling Strategy--Procedures --Outcome Measures — Analysis
- e) Power analysis and/or sample size justification (applicable to both quantitative and qualitative research)
- f) Project timeline (not to exceed 24 months)
- g) Anticipated outcomes (e.g., impact on medical education)
- h) Plan for dissemination of project outcomes regionally and nationally. This should include a statement of your intent to present your work at the annual Medical Education Meeting within 3 years of the award start date.
- i) Budget, including itemized costs and justification
- j) Biographical sketches of PI and Co-PIs (no more than 2 pages/individual) Please include relevant skills and lists of durable educational materials/publications that demonstrate knowledge/skill in the area being proposed for study

*References and biographical sketches are **excluded** from the 5-page limit.

For full proposals, letters of support are required from each collaborator stating their commitment to the project. (Letters are **not included** in the 5-page proposal limit).

- a) Letters of support must be sent in electronic format.
- b) If this is a research project involving human subjects, a letter of approval from the host Institutional Review Board stating that the project is approved. The IRB application process must be initiated upon notification of award. IRB pre-approval will not be required for funding but funds will not be released until IRB approval granted at all sites. It is expected that the work will be completed within 3 years of notification of selection for grant funding.

ANNUAL SUBMISSION DEADLINE AND REVIEW PROCESS

(Pre-)Proposals must be emailed to Sebastian Uijtdehaage (bas@mednet.ucla.edu) by midnight, March 3, 2014 to be considered for funding.

Each year a Review Panel will be established by the GEA National Grant Committee and will include the MESRE section chair, 2-3 MESRE Steering Committee Members, and external reviewers. Reviewers may not be authors of proposals under consideration during the review cycle. If a potential reviewer has any real or apparent conflict of interest with a specific proposal, then the reviewer should not be involved in the entire review of proposals. If such a person is involved in the review process, then they **MUST** exclude themselves from the review of the proposal with which they have a conflict of interest. Examples of real conflict of interest are being an employee at the same institution, having an active collaboration with the PI or any Co-PI, as well as formally or currently mentoring or advising the PI or any co-PI.

Funding decisions will be announced on the GEA website.

Number of proposals funded per year will depend upon the GEA Budget and proposal quality, with a typical range of 1-2.

Upon completion of the project the project team leader or member(s) *must submit a proposal* to present the project results at the annual AAMC Medical Education Meeting. Funding to cover travel to the Medical Education meeting to present project results is not to be included in the project budget; it is the responsibility of the individuals and/or their institution to support travel to disseminate project results.

REVIEW CRITERIA

Each proposal will be judged on the following criteria:

- Degree of collaboration across the GEA sections, regions, health professions, and institutions.
- Clarity of goals, relevance to the literature, appropriateness of methodology, and plan for dissemination.
- Potential to impact medical education and serve as a model for other initiatives.
- Sustainability post-funding.

FUNDING PROVIDED FOR:

Budget cannot exceed \$10,000 and should include itemized costs and justification (latter in full proposals only). These modest grants are designed to promote medical education research. The moneys are not intended for facility costs and salary support, but rather for resources needed to conduct the proposed research such as administrative/technical support, supplies, communication among authors (e.g. conference calls).

Fundable components include:

- Temporary administrative or technical support to carry out the project such as data entry and clerical support, and computer programming.
- Supplies/expenses (e.g., duplication, mailings, survey instruments).
- Data transcription
- Reasonable incentives for research subjects
- Hardware essential to conducting research (beyond what institutions typically provide)
- Communication costs (e.g., web/phone conference).

Items that will not be supported:

- Indirect costs
- Salary support for investigators
- Travel and conference fees

A total of \$10,000 will be awarded to one or two proposals. Unexpended funds should be returned to the GEA within 60 days of award end date.

PROGRESS AND FINAL REPORTS + PROJECT DISSEMINATION

Project director will be required to submit annual progress reports until the study is completed. In the first year of the award an interim report is due the following year (the last day of the month that the initial grant funding notification is given) and will be continued annually until the project is finished. Progress reports must include progress to date, obstacles and solutions, dissemination activities and budget report.

Projects whose directors are no longer members in the GEA must submit a request for approval of a new project director with continued funding contingent on approval of the GEA Chair.

A final report must be submitted within 60 days of project completion date to the GEA National Grant Committee Chair and include copies of materials developed, dissemination activity, and sustainability (e.g., sources and amount of continued funding).

Dissemination:

- a) All publications, presentations and/or products resulting from this project must acknowledge the GEA National Grant Program as sponsors of the work.
- b) As noted above, the project team leader or member(s) *must submit a proposal* to present the project results at the annual Medical Education meeting in the year following the end of the grant. This proposal will undergo peer review.

Contact:

Project proposals and inquires should be addressed to Sebastian Uijtdehaage, PhD, Chair, GEA National Grant Committee, at bas@mednet.ucla.edu or 310.794.9009.