EMF Health Policy Research Scholar Award

Please read these instructions carefully. Applications that do not follow these instructions with regards to typesize, length, format, and supporting documentation will be summarily rejected.

Before submitting your application, please be sure that the following items have been addressed:

- Information page is included as the first page of the application packet and is fully completed.
- The proposal must be 12 point font and single-spaced.
- Clearly stated educational goals for the scholarship year.
- Clearly stated research hypothesis
- Signed Statement of Conditions is included in application packet.
- Letter of support from Emergency Medicine Chair is included in application packet.
- Other grant support for the proposed project is included in application packet.
- Submission via our on-line application system is required. Late applications will not be considered. http://www.emfoundation.org/applyforagrant

EMERGENCY MEDICINE FOUNDATION
HEALTH POLICY RESEARCH SCHOLAR AWARD

GENERAL INFORMATION
2015-2016

Deadline for receipt of application	- April 15, 2015
Notification of award	- May 2015
Funding	- July 1, 2015 - June 30, 2016

Please fill out the information questionnaire and upload the completed application through our online grant portal at http://www.emfoundation.org/applyforagrant.

GRANT TOPIC

The Emergency Medicine Foundation awards funds for award scholar stipends to support the development of research expertise in emergency medicine. The goals of the EMF Health Policy Research Scholar Award Scholar Program are 1) to promote research on health policy affecting emergency care, 2) to answer topical health policy questions affecting emergency medical care, and 3) to facilitate the academic growth, advanced education, and development of future leaders in emergency care health policy and thereby invest in the future of the specialty of emergency medicine.

EMF Health Policy Research Scholar Award stipends are available to non-profit institutions that possess the facilities for health policy research to promote the academic growth of the research scholar. The Health Policy Research Scholar Award Program awards $100,000 over a one-year period. Awards are made with the stipulation that they are to be **used as salary offset, tuition support, data collection, and for expenses related to policy collaborations** for the EMF Health Policy Research Scholar.

DEFINITION OF HEALTH POLICY RESEARCH

Health policy research is broadly defined as scientific investigation designed to furnish new knowledge relating to the financing and delivery of high quality health care. Such investigations may focus on any aspects of policy that relate to emergency medical care, such as access to care, health care financing, health economics, regulation, quality and safety, and medical-legal issues.

PURPOSE OF THE SCHOLAR AWARD

The EMF Health Policy Research Award Scholar is intended to provide the opportunity for a one-year period of mentored research on emergency care health policy. The scholar is expected to complete at least one independent original project, and will be expected to lead directed policy analysis in collaboration with the Health Policy Senior Advisor Panel. The scholar will be encouraged to collaborate with at least one policymaking or governmental entity, such as a federal or state agency in order to conduct policy-analysis. The scholar should work in an active, progressive research environment that intimately involves the scholar in the conception, planning, conduct, and reporting of emergency medicine research. Although the aim of the scholarship is not to facilitate the pursuit of additional degrees (MS, PhD, etc.), some of the funding may be used for targeted instruction in relevant topics related to their proposal and academic development, such as health policy, biomedical statistics, research design, and grant writing. At the end of the award period, the scholar should have a foundation in the fundamentals that will prepare the scholar to conduct independent research and compete for extramural funding.

FUNDING PRIORITIES

For this grant cycle, EMF encourages applications with a focus on one of the priority areas:

- Cost and value of emergency care
- Payment reform, including impact of the ACA on emergency care

- Medical liability
- Regionalization
- Quality and patient safety
- Hospital utilization
- The patient experience & patient centered outcomes
- Impact of emergency care on population health

QUALIFICATIONS OF THE SCHOLAR

The designated research scholar must be a **graduate of an ACGME approved emergency medicine residency or pediatric emergency medicine training program at the beginning of the proposed funding period.** The recipient institution must provide the name of the scholar, curriculum vitae and any other pertinent information to EMF prior to start of funding and approval of the scholar is subject to final review by EMF. The scholar may not be the current recipient of a career development award that covers > 25% of effort, or an RO1 equivalent award. Applicants who have completed research fellowships and/or who hold advanced research degrees are eligible to apply.

ROLE OF THE HEALTH POLICY SENIOR ADVISOR PANEL

The EMF Scholarship is led by a panel of five senior advisors which make up the Health Policy Senior Advisor Panel. The advisors will serve as mentors to the scholar and will assist with several activities during the course of the scholarship. The scholar will be expected to communicate regularly with the advisors regarding their research including reviewing research proposals prior to beginning projects, reviewing interim results, and assisting with presentation and dissemination. Advisors will work with the scholar to assist in arranging collaborations with a relevant policymaker, organization, or agency. Advisors will review requests for policy analysis from groups such as ACEP and develop specific policy questions for the scholar to answer.

COLLABORATION WITH POLICY MAKING ENTITY

An optional and desirable (but not mandatory) aim of the scholarship is for the scholar to collaborate with at least one policymaking entity, such as a federal or state agency in order to conduct policy-analysis and gain experience in policy. Examples of possible entities include federal agencies (CDC, AHRQ, CMS, and DHHS), state agencies (State Dept. of Health), non-governmental organizations (NQF, IHI). The collaboration could be longitudinal throughout the scholarship or could be a focused intensive experience (e.g. 3 month internship). While identifying such collaboration in the application is beneficial, it is not expected or required. The Health Policy Senior Advisor Panel will work with the selected scholar to establish such connections.

EVALUATION OF APPLICATIONS

Each application will be peer reviewed and will be judged primarily by the likelihood of producing dedicated, qualified researchers in emergency medicine health policy as indicated by 1) the scientific merit and policy relevance of the scholar's proposed research project, 2) the proposed collaboration with a policymaking entity, 3) the qualifications of the Scholar, 4) educational curriculum, and 5) the willingness of the scholar's institution to support scholars in emergency medicine health policy and provide the necessary facilities and support to complete the curriculum and projects as described. The final funding decision will be made by the Emergency Medicine Foundation Board of Trustees and all decisions are final.

TERMS OF THE GRANT

<u>Duration and Grant Amount</u>

Applicants may apply for up to a total of $100,000 for a one-year period. The budget may support expenses such as salary, data collection, travel to meetings/conferences, didactic training, and other costs related to the work of the scholar.

<u>Extension of Grant Period</u>

In unusual circumstances, arrangements can be made for an extension of an award. Such a request must be

made by the Scholar at least 60 days before the expiration date of the award. This request must be made in writing, specify reasons for requesting the extension, and state a new expiration date. Project extensions of greater than six months will not be considered.

Change of Status of Scholar

If the named Scholar changes affiliations they will immediately notify EMF and will confer with the Senior Advisor Panel to confirm that commitment and funding requirements will be met. If the scholar ceases research in the field for which the scholarship stipend was made, the award will terminate and the remaining balance will be returned to the Emergency Medicine Foundation.

Location of work

Stipends are awarded for investigations in the United States at an accredited medical school, medical center, or institution affiliated with a university teaching program. The Scholar will make all arrangements for conduct of the proposed research projects.

Financial Support

Foundation funds will be used only to provide salary or tuition support for the named EMF Health Policy Research Scholar. Semi-annual payments will be made to the Scholar's institution that will be responsible for administering the funds. The Emergency Medicine Foundation will not be responsible for institutional overhead. The Scholar and the Scholar's department will be responsible for incurred institutional overhead. Detailed audited financial reports may be required.

Liability of the Emergency Medicine Foundation

The EMF assumes no financial liability if patient care responsibilities of any kind are undertaken by the EMF Health Policy Research Scholar. The Scholar and the Scholar's institution acknowledge that the EMF is not legally liable for the conduct of the EMF Health Policy Research Scholar.

Patent Policy

The Scholar and Scholar's institution acknowledge that if a patentable invention or discovery is conceived, or conceived and reduced to practice by the EMF Health Policy Research Scholar during the term of the scholarship, the EMF must be apprised of the invention and the institution's plans for protecting such invention under existing institutional patent policy. The EMF will defer to institutional policies where they are in compliance with those of the Federal government. The EMF reserves the right where the institution has no patent policy, or policies not in compliance with those of the federal government, to claim rights and interests in the invention or discovery.

Limitations on Grants

Awards are made with the stipulation they are to be used as salary (and benefits), tuition support, data collection, travel, in support of the EMF Health Policy Research Scholar work. Costs for project completion, publications, secretarial support, etc., must be borne by the program/institution. Indirect costs are not allowed.

SUPPORT FACILITIES

The Scholar must submit letters of support if the proposed project uses facilities not routinely available to or directly under the supervision of the sponsoring program.

PUBLICATIONS

All discoveries resulting from work supported in part by the Emergency Medicine Foundation should be made available to the public and scientific community through approved scientific channels such as national meetings and peer reviewed publications. Publications will acknowledge the support of the Emergency Medicine Foundation and the appropriate corporate underwriter, if any. Two reprints of each publication should be forwarded to the Emergency Medicine Foundation.

PROGRESS REPORTS AND MONEY MANAGEMENT

The designated EMF Health Policy Research Scholar is required to submit an interim progress report and a final report. Additional reports may be required. Failure to provide such reports will delay transmission of funds. Furthermore, failure to provide interim and final reports to the Foundation may negatively impact your institution's ability to apply for future EMF awards. The EMF will maintain the copyright of all such reports. Progress reports must include an accounting report using Generally Accepted Accounting Procedures showing the distribution of funds with a signature from an institutional official (e.g., accountant, grants manager, administrator from the Office of Sponsored Research). The EMF reserves the right to withhold release of interim funds if >25% of the previous cycle remains unspent. The EMF allows up to 25% of funds to be carried over from one cycle to the next.

INSTITUTIONAL SUPPORT

Research involving human subjects must be approved by the institutional review board (IRB), or its equivalent. IRB approval must be documented prior to dispensation of EMF funds.

EFFORT OF THE EMF HEALTH POLICY RESEARCH SCHOLAR

If all support of the EMF Health Policy Research Scholar is provided by the Foundation, the EMF assumes 100% of the Scholar's effort will be directed toward emergency medicine research and pursuit of advanced training. If the Scholar's institution chooses to provide supplemental salary support, the Scholar's percent of effort toward non-research endeavors will be proportional to the institution's support. No more than 50% of the designated Scholar's effort will be dedicated to endeavors unrelated to scholarship activities (24 hours per week maximum, inclusive of clinical and non-clinical obligations, calculated monthly).

GRANTEE WORKSHOP

Awardees will be expected to attend a grantee workshop. The workshop is designed to bring together EMF grant recipients to present their progress and discuss any problems they may be facing. Senior researchers and faculty will be available to help solve problems that are potentially bogging down research projects, manage staff, and balance life. Travel expenses will be reimbursed by the Emergency Medicine Foundation.

RESEARCH FORUM

Awardees are required to present their work at the American College of Emergency Physicians' Scientific Assembly/Research Forum immediately following the completion of the award year as a poster presentation. Funds cannot be requested to cover the travel cost to attend the Research Forum, although the Scientific Assembly/Research Forum registration fee is waived for the presenter.

LEADERSHIP AND ADVOCACY CONFERENCE

Awardees will be expected to attend ACEP's Leadership and Advocacy Conference during their award year.

POST-SCHOLARSHIP SURVEYS

EMF Health Policy Research Scholars will be surveyed periodically following completion of the scholarship regarding career paths, subsequent grants/contracts obtained, and publications. Scholars will be expected to respond to these surveys as the Foundation will rely on such information to support continuation of the Research Scholarship program.

EMF HEALTH POLICY RESEARCH SCHOLARSHIP GRANT
APPLICATION INSTRUCTIONS

Submission in electronic format is required. No paper copies please. Please fill out the detailed questionnaire about your grant application on the link on our EMF grant page. Be prepared to submit information about your project including where the name and address of your institution, detailed information about where the check will be sent, and names of your fiscal officer, etc. Once the "questionnaire" is completed, you will need to press submit then you will be guided to the next page where you can upload your application in a PDF format. Please note the completed file cannot be larger than 10MB. **INCOMPLETE PROPOSALS OR PROPOSALS RECEIVED AFTER THE DEADLINE DATE INDICATED UNDER GENERAL INFORMATION WILL NOT BE CONSIDERED.**

Historically, getting the signatures on the application has been the main delay in meeting the grant deadline due to sick leave, vacations, business travel, etc. We suggest that you start getting the signatures as soon as possible so you do not miss the grant deadline. Once the deadline passes, we cannot accept the application.

Use English only and avoid jargon and unusual abbreviations. For terms not universally known, spell out the term the first time it is used with the appropriate abbreviation in parentheses; the abbreviation may be used thereafter. Type the application, single-spaced, and stay within the margin limitations indicated on the forms and continuation pages. The type must be clear and readily legible, no smaller than 15 characters per inch. (If in doubt, use 12 pt. size font.) Finally, there must be no more than six lines of text within a vertical inch. Use black type; do **not** use photo-reduction.

Do **not** submit an incomplete application. **An application will be considered incomplete if it is illegible, if it fails to follow instructions, or if the material presented is insufficient to permit an adequate review.** Unless specifically required by these instructions (e.g. human subjects certification, vertebrate animals verification) do **not** send supplementary material.

The application is to be submitted using the enclosed forms. Number the pages consecutively at the bottom throughout the application. Do not use suffixes such as 5a, 5b. Type the name of the Scholar at the top of each printed page. **AN APPLICATION WILL NOT BE CONSIDERED IF PAGE LIMITATIONS ARE NOT OBSERVED**.

The application consists of the following sections:

1. INFORMATION PAGE
Name the **one** person responsible to the applicant organization for the scientific and technical direction of the project. Choose a title that is descriptive and specifically appropriate, rather than general. List any associate investigators.

2. ABSTRACT
Provide a brief summary of research proposal, policy collaboration, and educational program. Include rationale, research hypothesis, specific aims, and significance. Include goal of collaboration with health policy entity. Include coursework to be completed.

3. TABLE OF CONTENTS

4. RESEARCH PROPOSAL (limit 5 pages)
Use NIH form Continuation Format Page available on the internet at
www.grants.nih.gov/grants/funding/phs398/phs398.html#

Please use the following subheadings:

Specific Aims

- State concisely the goals of the proposed research and summarize the expected outcome(s), including the impact that the results of the proposed research will exert on the research field(s) involved.
- List succinctly the specific objectives of the research proposed, e.g., to test a stated hypothesis, create a novel design, solve a specific problem, challenge an existing paradigm or clinical practice, address a critical barrier to progress in the field, or develop new technology.
- Specific Aims are limited to one page.

Significance

- Explain the importance of the problem or critical barrier to progress in the field that the proposed project addresses.
- Explain how the proposed project will improve scientific knowledge, technical capability, and/or clinical practice in one or more broad fields.
- Describe how the concepts, methods, technologies, treatments, services, or preventative interventions that drive this field will be changed if the proposed aims are achieved.

Innovation

- Explain how the application challenges and seeks to shift current research or clinical practice paradigms.
- Describe any novel theoretical concepts, approaches or methodologies, instrumentation or interventions to be developed or used, and any advantage over existing methodologies, instrumentation, or interventions.
- Explain any refinements, improvements, or new applications of theoretical concepts, approaches or methodologies, instrumentation, or interventions.

Approach

- Describe the overall strategy, methodology, and analyses to be used to accomplish the specific aims of the project.
- Discuss potential problems, alternative strategies, and benchmarks for success anticipated to achieve the aims.
- If the project is in the early stages of development, describe any strategy to establish feasibility, and address the management of any high risk aspects of the proposed work.
- Preliminary Studies. Include information on Preliminary Studies. Discuss the PD/PI's preliminary studies, data, and or experience pertinent to this application. Preliminary data can be an essential part of a research grant application and help to establish the likelihood of success of the proposed project.

5. DESCRIPTION OF THE HEALTH POLICY COLLABORATION (limit 1 page - optional)
Describe the aim of the health policy collaboration. Explain which potential entities you would plan to collaborate with and how it will advance your research project or policy education. Describe the nature of the collaboration: will it be longitudinal or for a set period of time? Will it be remote or on-site? Detail any prior experience with this entity and detail how you plan to make contact with the entity and if you will need the assistance of the Senior Advisors.

6. DESCRIPTION OF THE SCHOLARSHIP YEAR (limit 2 pages)
Use the NIH form Continuation Format Page

Describe how the scholarship year will be structured. Outline major goals and objectives and indicate how they will be achieved. At a minimum, address 1) details of clinical duties, and relative commitments to clinical care, research, and class work, 2) how collaboration with a health policy entity will be approached, 3) how research proposal will be accomplished, 4) description of any formal (coursework) or informal (seminars, research meetings) to be pursued and the purpose of the coursework.

7. PERSONAL STATEMENT (limit 1 page)
Use the NIH form Continuation Format Page

The applicant should compose and submit a personal statement that addresses:

a. the applicant's interest in the topic and this project
b. the applicant's career goals and how the scholarship will advance them
c. any additional pertinent experience or interests the applicant wishes the committee to consider

8. ROLE OF POLICY PARTNERS (optional - limit 1 page)
Use the NIH form Continuation Format Page

Describe any current or past relationships with government (local, state or federal) agencies. Include a brief description of how and to what extent these relationships will be utilized to further the education of the scholar and/or to further emergency medicine health policy goals.

9. BIOGRAPHICAL SKETCHES
Use the NIH Biographical Sketch Format Page available on the internet at
www.grants.nih.gov/grants/funding/phs398/phs398.html#

Information is requested for the applicant and any associate investigators who will be involved with the projects. The new 4 page NIH format has been adopted. Description of extramurally funded projects ongoing or completed in the past 3 years should include title, funding source, specific aims, overall goals and role/responsibilities of individual on project.

10. RESOURCES AND ENVIRONMENT (limit 1 page)
Use the NIH Resources format Page available on the internet at
www.grants.nih.gov/grants/funding/phs398/phs398.html#

Describe the research facilities (laboratory space, clinical population, etc.) available for scholarship training. If computer access or statistical support is available, it should be described in this section.

11. BUDGET
Use the NIH Form Detailed Budget for Initial Budget Period available on the internet at
www.grants.nih.gov/grants/funding/phs398/phs398.html#

Indicate how the money will be spent. Justify all major expenditures.

12. OTHER SUPPORT
Use the NIH form Continuation Format Page available on the internet at
www.grants.nih.gov/grants/funding/phs398/phs398.html#

List all current and pending intramural and extramural research funding for the applicant. For each item indicate the grant identification number, grant type, PI, funding source, annual direct costs, funding period, percent effort, grant title, and brief description of project. For all items indicate whether there is any scientific or budgetary overlap with the current proposal.

13. ETHICS

Use the NIH form Continuation Format Page (no page limit) available on the internet at
www.grants.nih.gov/grants/funding/phs398/phs398.html#

Human Subjects. For all research involving human subjects, a part of the peer review process will include careful consideration of protections from research risks, as well as the appropriate inclusion of women, minorities, and children. The EMF Scientific Review Committee (SRC) will assess the adequacy of safeguards of the rights and welfare of research participants, and the appropriate inclusion of women, minorities, and children, based on the information in the application. This evaluation will be factored into the overall score. The information on the protection of human subjects that you are required to provide in this section is identical to information that you will be required to provide for IRB at your own institution and are required by most Federal agencies. This section must address the following items. These can be copied and pasted directly into your application.

The applicant should include specific measures on how protected health information (as defined by the Human Health Services) will be handled in accordance with the Privacy Rule of the Health Insurance Portability Accountability Act (HIPAA)."

1. RISKS TO THE SUBJECTS

a. Human Subjects Involvement and Characteristics

Describe the proposed involvement of human subjects in the work outlined in the Research Design and Methods section. Describe the characteristics of the subject population, including their anticipated number, age range, and health status. Identify the criteria for inclusion or exclusion of any subpopulation. Explain the rationale for the involvement of special classes of subjects, such as fetuses, neonates, pregnant women, children, prisoners, institutionalized individuals, or others who may be considered vulnerable populations. Note that 'prisoners' includes all subjects involuntarily incarcerated (for example, in detention centers) as well as subjects who become incarcerated after the study begins. List any collaborating sites where human subjects research will be performed, and describe the role of those sites in performing the proposed research.

b. Sources of Materials

Describe the research material obtained from living human subjects in the form of specimens, records, or data.
Describe any data that will be recorded on the human subjects involved in the project.
Describe the linkages to subjects, and indicate who will have access to subject identities.
Provide information about how the specimens, records, or data are collected and whether material or data will be collected specifically for your proposed research project.

c. Potential Risks

Describe the potential risks to subjects (physical, psychological, social, legal, or other), and assess their likelihood and seriousness to the subjects.
Where appropriate, describe alternative treatments and procedures, including the risks and benefits of the alternative treatments and procedures to participants in the proposed research.

2. ADEQUACY OF PROTECTION AGAINST RISKS

a. Recruitment and Informed Consent

Describe plans for the recruitment of subjects (where appropriate) and the process for obtaining informed consent. If the proposed studies will include children, describe the process for meeting requirements for parental permission and child assent.

Include a description of the circumstances under which consent will be sought and obtained, who will seek it, the nature of the information to be provided to prospective subjects, and the method of documenting consent. Informed consent document(s) need not be submitted to the PHS agencies unless requested.

b. Protection Against Risk

Describe planned procedures for protecting against or minimizing potential risks, including risks to confidentiality, and assess their likely effectiveness. Where appropriate, discuss plans for ensuring necessary medical or professional intervention in the event of adverse effects to the subjects. Studies that involve clinical trials (biomedical and behavioral intervention studies) must include a description of the plan for data and safety monitoring of the research and adverse event reporting to ensure the safety of subjects.

3. POTENTIAL BENEFITS OF THE PROPOSED RESEARCH TO THE SUBJECTS AND OTHERS

Discuss the potential benefits of the research to the subjects and others.
Discuss why the risks to subjects are reasonable in relation to the anticipated benefits to subjects and others.

4. IMPORTANCE OF THE KNOWLEDGE TO BE GAINED

Discuss the importance of the knowledge gained or to be gained as a result of the proposed research.
Discuss why the risks to subjects are reasonable in relation to the importance of the knowledge that reasonably may be expected to result.

5. DATA AND SAFETY MONITORING PLAN (if applicable)

If your research includes a clinical trial, create a heading entitled "Data and Safety Monitoring Plan." Provide a general description of a monitoring plan that you plan to establish as the overall framework for data and safety monitoring.

Vertebrate Animals. For all applications involving vertebrate animals, the applicant must address the following five items. These five points may be copied and pasted directly into the application.

1. Provide a detailed description of the proposed use of the animals in the work outlined in the Research Design and Methods section. Identify the species, strains, ages, sex, and numbers of animals to be used in the proposed work.
2. Justify the use of animals, the choice of species, and the numbers to be used. If animals are in short supply, costly, or to be used in large numbers, provide an additional rationale for their selection and numbers.
3. Provide information on the veterinary care of the animals involved including the name of the supervising veterinarian. Include information from the Association for Assessment and Accreditation of Laboratory Animal Care International: the name of the accredited parent organization (e.g., University of X) and the certificate number and date of last inspection.
4. Describe the procedures for ensuring that discomfort, distress, pain, and injury will be limited to that which is unavoidable in the conduct of scientifically sound research. Describe the use of analgesic, anesthetic, and tranquilizing drugs and/or comfortable restraining devices, where appropriate, to minimize discomfort, distress, pain, and injury.

5. Describe any method of euthanasia to be used and the reasons for its selection. State whether this method is consistent with the recommendations of the Panel on Euthanasia of the American Veterinary Medical Association. If not, present a justification for not following the recommendations

14. LITERATURE CITED (2 Pages)

15. APPENDIX

Include letters of support from the department chair (required), and from one health policy entity with whom you may collaborate (optional). No page numbering is necessary for Appendix. The appendix can include

- Up to 5 publications, manuscripts (***accepted*** for publication), abstracts, patents, or other printed materials directly relevant to this project. *Do not include manuscripts* ***submitted*** *for publication.*
- Publications in press**:** Include only a publication list with a link to the publicly available on-line journal article or the NIH PubMed Central (PMC) submission identification number. Do not include the entire article.
- Manuscripts accepted for publication but not yet published: The entire article should be submitted and may be stapled.
- Manuscripts published but an online journal link is not available**:** The entire article should be submitted and may be stapled.
- Surveys, questionnaires, data collection instruments, clinical protocols, and informed consent documents. These may be stapled as sets.

Do not use appendix to circumvent page limitations for research plans. Do not include experimental methods, protocols or figures that should be incorporated within the research project description.

EMERGENCY MEDICINE FOUNDATION

TABLE OF CONTENTS

Page Numbers

Emergency Medicine Foundation
Information Page

Full Name with Titles:_____

Name of Institution:_____

Grant Category:_____

Project Title:_____

Amount Requesting:_____

Applicant/Preceptor (*Last, first, middle*): _____

Project Summary/Abstract Section

Enter the text here that is the abstract information for your application. This section must be no longer than 30 lines of text.

Applicant/Preceptor (*Last, first, middle*): _____

Specific Aims Section

Enter the text here that is the specific aims information for your application. One page is recommended.

CONTINUATION PAGE

STAY WITHIN MARGINS INDICATED

BIOGRAPHICAL SKETCH

Provide the following information for the Senior/key personnel and other significant contributors.
Follow this format for each person. **DO NOT EXCEED FOUR PAGES.**

NAME	POSITION TITLE
eRA COMMONS USER NAME (credential, e.g., agency login)	

EDUCATION/TRAINING *(Begin with baccalaureate or other initial professional education, such as nursing, include postdoctoral training and residency training if applicable.)*

INSTITUTION AND LOCATION	DEGREE *(if applicable)*	MM/YY	FIELD OF STUDY

Please refer to the application instructions in order to complete sections A, B, C, and D of the Biographical Sketch.

RESOURCES AND ENVIRONMENT

FACILITIES: Specify the facilities to be used for the conduct of the proposed research. Indicate the performance sites and describe capacities, pertinent capabilities, relative proximity, and extent of availability to the project. Under "Other," identify support services such as machine shop, electronics shop, and specify the extent to which they will be available to the project. Use continuation pages if necessary.

Laboratory:

Clinical:

Animal:

Computer:

Office:

Other:

MAJOR EQUIPMENT: List the most important equipment items already available for this project, noting the location and pertinent capabilities of each.

Page

Number pages consecutively at the bottom throughout the application. Do *not* use suffixes such as 3a, 3b.

Principal Investigator/Program Director *(Last, first, middle)* _____

STATEMENT OF CONDITIONS GOVERNING THE
EMERGENCY MEDICINE FOUNDATION GRANT

It is understood that any Emergency Medicine Foundation Research Grant approved by the Emergency Medicine Foundation will be made with the following conditions:

1. Institutional overhead is not allowed.

2. The principal investigator's institution is associated or organized for humanitarian purposes and is not a profit making organization.

3. All reports of work achieved with this grant will acknowledge the support of the Emergency Medicine Foundation and his or her co-sponsor, if applicable.

4. Any discovery that arises from work supported in part by the Emergency Medicine Foundation will be submitted for publication. Two copies of each publication will be furnished to the Emergency Medicine Foundation.

5. Independent progress reports by the applicant will be submitted to the Emergency Medicine Foundation mid-project, and within thirty days of completion of the funding period. Additional reports may be required. The Emergency Medicine Foundation will maintain the copyright of all such reports.

6. Participation in Emergency Medicine Foundation recognition reception during the American College of Emergency Physicians Scientific Assembly is required. Grant money may not be used for travel to this event.

7. Participation in the Emergency Medicine Foundation Grantee Workshop is required. The Grantee Workshop will be held in Dallas, TX. Grant funds may not be used for travel, however, the Emergency Medicine Foundation will reimburse travel expenses.

8. Participation in Research Forum to give a poster and lightning oral presentation is required. This event takes place at the end of your project. Research Forum is held each year during the American College of Emergency Physicians Scientific Assembly. Grant money may not be used for travel.

9. If all requirements are met, funding will begin on July 1st. The Emergency Medicine Foundation reserves the right to terminate payments under this grant at its sole discretion.

10. If the named principal investigator leaves the institution or terminates research in the designated field, all remaining funds revert to the Emergency Medicine Foundation. If unused funds exist at the completion of the project, all remaining funds revert to the Emergency Medicine Foundation.

11. Patent rights will conform to institutional standards. If none exist, the Emergency Medicine Foundation reserves the right to protect such interests.

12. No research proposal will be funded unless the principal investigator and the Fiscal Officer of the sponsoring institution affirm:

    a. That the investigation(s) proposed in this application are endorsed by the Animal and/or Human Subjects Committee or other designated body of the preceptor's institution, and
    b. That any research involving human subjects conforms with the principles of the Helsinki Code of the World Medical Association, and
    c. Research involving animals or human subjects must be approved by the institutional review board (IRB), or its equivalent, and a copy of the approval or pending approval sent with this application. IRB approval must be documented prior to dispensation of Emergency Medicine Foundation funds.
    d. That research involving vertebrate animals will conform with the "Guiding Principles in the Care and Use of Animals" as approved by the Council of the American Physiological Society.
    e. Research involving vertebrate animals must have approval from the institutional Animal Care and Use Committee.

_____ /_____

Date Signature of Principal Investigator Type Name of Principal Investigator

_____ /_____

Date Signature of Department Chair, if applicable Type Name of Department Chair

_____/_____

Date Signature of Fiscal Officer Type Name of Fiscal Officer