

**Funding Opportunity Announcement (FOA):
FY17 InCHIP - Committee on Interprofessional Excellence in Healthcare
Seed Grants**

Issued September 22, 2016

A. KEY DATES

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| • September 22, 2016 | FOA posted |
| • Friday, December 16, 2016 | Letters of Intent (required) due by 11:59 PM EST |
| • Friday, December 23, 2016 | Applicants notified of LOI approval decision |
| • Friday, February 3, 2017 | <i>InCHIP Affiliate Application due by 11:59 PM EST</i> |
| • Friday, February 17, 2017 | Full proposals due by 11:59 PM EST |
| • May 2017 | Applicants notified of award decision |
| • July 1, 2017 – June 30, 2019 | Award period |
| • December 31, 2019 | Deadline for external grant submission |

B. PURPOSE

The Institute for Collaboration on Health, Intervention, and Policy (InCHIP) and the Committee on Interprofessional Excellence in Healthcare (CIPEH) at the University of Connecticut invite proposals that stimulate new research on the effectiveness of interprofessional health sciences education, patient care and outreach initiatives. The term “interprofessional (IP)” refers to opportunities and experiences that involve more than one profession (e.g., pharmacy and nursing) instead of “interdisciplinary,” which may involve collaboration among different disciplines or specialties within the same profession (e.g., internal medicine and dermatology). This seed grant mechanism will support proposals that utilize any number of research designs and methodologies to expand existing knowledge related to interprofessional health care collaboration in the areas of education, healthcare team building, and/or patient outcomes. Priority will be given to proposals that link interprofessional interventions with measurable patient outcomes. The ultimate goal of these **InCHIP-CIPEH Seed Grants** is to support research that informs the interprofessional team-based health care delivery model and leads to strong external grant applications submitted through InCHIP.

C. FUNDING AVAILABILITY AND REQUIREMENTS

Two awards of up to \$5,000 each are available for this seed grant competition. All grant funds must be expended within two years of the award date. Unexpended funds will revert to CIPEH.

Seed grant funds may only be used for direct costs of carrying out approved projects, such as:

- Personnel who are essential for conducting the research project, such as graduate research assistants and student labor. Individuals who are not on the regular state payroll (i.e., consultants and other off-campus assistance) may be hired to perform special research-related tasks as needed.

- b. Resources that require fee-for-services within UConn.
- c. Participant incentives for recruitment or study participation.
- d. Travel that is necessary to conduct the research, NOT travel to present the results of the research, or travel to explore future funding opportunities.
- e. Equipment necessary for conducting the research ("equipment" is defined as an article of tangible, nonexpendable, personal property that costs \$5,000 or more).
- f. Project supplies, including drugs and services.
- g. Other specifically authorized expenses as may be essential to carrying out the project.

Seed grant funds may not be used for the following:

- a. The salary of the UConn Principal Investigator, UConn Co-Investigator(s), or any UConn faculty member.
- b. Living expenses.
- c. Service/maintenance contracts on equipment.
- d. Laboratory renovations or other infrastructure renovations.
- e. Institutional memberships in professional organizations.
- f. Travel to professional meetings to present the results of the research, or any conference attendance.
- g. Indirect costs, including clerical and administrative personnel salaries.
- h. Costs associated with the publication of results of the research, such as purchase of reprints. Page charges are allowable costs.
- i. Investigator training costs, including tuition.

D. PROJECT AND INVESTIGATOR ELIGIBILITY

1. Research proposals must be novel and take an interprofessional approach to healthcare education and/or patient care. Multiple PI applications are encouraged and all PIs in the team are expected to make appropriate and significant contributions to the proposed research, and to perform new research that could not be achieved without the collaboration and seed grant funding.
2. A UConn PI is required and must meet the following eligibility requirements:
 - a. The UConn PI must have an eligible faculty appointment at UConn, and s/he must be eligible to submit grants through InCHIP. Eligible faculty appointments are tenured or tenure-track faculty, in-residence research faculty, clinical faculty, other research faculty, research scientists/scholars, and adjunct faculty. Eligible faculty are not restricted to junior faculty.
 - b. Ineligible faculty appointments are post-doctoral fellows, lecturers, research assistants and research associates, visiting titles, and extension titles.
 - c. Graduate students are not eligible.
 - d. The UConn PI must be an approved InCHIP affiliate *by the time the final proposal is submitted*. The InCHIP Affiliate application form and instructions are available [here](#). Please allow at least two weeks for approval.
 - e. Seed grant proposals must be predominantly the work of the PIs and for the benefit of the PIs' research programs. Proposals written primarily by graduate students or others in the PIs' names are not permitted.
3. The proposed research must be consistent with the missions of InCHIP and CIPEH:

- a. “InCHIP engages in research to create new scientific knowledge, theoretical frameworks, health behavior change interventions, and methodological advances associated with health and health behavior. This work focuses on understanding the dynamics of health behavior and related systems, on the science of health behavior change, on research to inform policy, and on the science and practice of developing, implementing, evaluating, and disseminating effective health behavior change interventions. Health is broadly defined and includes physical and mental health, and outcomes with critical implications for health. Work at the intersection of behavior and biology, and at the intersection of science and public policy are encouraged.”

“The mission of CIPEH is 1) To produce and/or sponsor quality programs to ensure that all health professional students have the opportunity to engage in interprofessional experiences in the classroom, patient care setting, research laboratory, and/or broader community; 2) To encourage the development of critical thought, clinical reasoning, and collaboration among and leadership in healthcare for all health professional students; and 3) Through our commitment to interprofessionalism, to effect change in the lives of the communities and people health professional students and faculty come in contact with.”

4. The PIs must commit in good faith to using the seed grant funds to obtain pilot data to support an external grant proposal that will be submitted **through InCHIP** by December 31, 2019.
5. If the PI has a seed grant from a previous fiscal year, s/he must close out that award prior to the start of the award period for the FY17 InCHIP-CIPEH Seed Grant.

E. APPLICATION PROCESS AND REQUIREMENTS

Stage 1: Proposal Development (Optional)

Applicants are encouraged (but not required) to utilize resources offered by InCHIP’s Cores when developing their research ideas and proposals. Seed grant related services available through the InCHIP Cores include:

- *Training and Development Core*: Individual consultations are available by appointment with InCHIP Training and Development Core staff. A workshop series will be offered in the fall to assist applicants in structuring their specific aims and a grant proposal incubator is available for applicants to meet with a panel of InCHIP investigators to present and receive feedback on their research ideas. InCHIP will also hold a Q&A session on how to prepare a seed grant budget.
- *Biostatistics and Methodology Core*: This Core can help researchers make connections and form research collaborations with statisticians at UConn. A consultant is available to meet with investigators to determine the goals of the proposal and provide recommendations for the design of the study. This could include recommendations for survey design, the development of appropriate data collection and statistical analysis techniques, and power analyses. Biostatistics and Methodology Core services can be accessed [here](#).
- *Intervention Core*: For proposals involving an intervention, the InCHIP Intervention Core is available to assist with theory-based intervention development, implementation and rigorous outcome evaluation and dissemination.

- *Community Engaged Research Core*: This Core can assist University researchers with making linkages to community researchers and CBOs, provide guidance on how to effectively and efficiently conduct community-engaged research, assist with community-engaged strategic and project planning, and provide resources about Community-Based Participatory Research (CBPR).

Stage 2: Letter of Intent

1. All applicants must submit an online Letter of Intent (LOI) form, available on our [seed grant website](#), by the above specified due date/time. A budget is not required at the time of LOI submission. LOIs do not require routing through grants offices.
2. LOIs will be reviewed by relevant staff from InCHIP and CIPEH to determine the eligibility of the proposed research and applicant team.
3. Applicants must receive written approval of their LOI prior to submitting a full proposal.

Stage 3: Full Proposal

1. Full proposals must be submitted online [here](#) by the above specified due date/time. The application must include the following:
 - a. Project Information – title, PI(s), community partner(s), requested amount
 - b. Abstract/Project Summary (3000 characters)
 - c. Research Plan (maximum 3 pages)
 - i. Specific Aims
 - ii. Research Strategy– brief description of significance, innovation, and approach
 - d. References
 - e. Roles and functions of project personnel, and the individual responsibilities of the PI(s) (maximum 1 page)
 - f. Budget with justification for each item
 - g. Biographical sketch of PI(s), in NIH or NSF format
2. Full proposals will undergo a rigorous review process, with reviewers from InCHIP and CIPEH. One or more external reviewers may be consulted as well. Individuals who are Senior/Key Personnel or Other Significant Contributors on a seed grant proposal will be excluded from participation in the review process. Reviewers and InCHIP staff may request additional information from applicants to better evaluate the scientific merit of the application, to clarify any aspect of the proposal, or to assess how the application fits within the strategies priorities of InCHIP and CIPEH.
3. Each PI will be notified via email whether or not his/her proposal has been awarded funding.

F. REVIEW CRITERIA

Priority for funding will be based on the following review criteria, in no particular order:

- Scientific merit of the research plan.
- The potential for the project to expand existing knowledge related to interprofessional health care collaboration in the areas of education, healthcare team building, and/or patient outcomes (priority given to proposals linking interprofessional interventions with measurable patient outcomes).
- Utilization of innovative approaches using existing methods toward enhancing collaboration in healthcare delivery or developing new methodologies.

- Relevance of the study to the research missions of InCHIP and CIPEH.
- Feasibility of investigational activities within project timeline.
- Importance of the research question to external funders.
- Feasibility of plans to submit a subsequent proposal to external funders no later than December 31, 2019.
- Composition of the research team (preference will be given to teams with representation of three or more healthcare professions).

G. AWARDEE REQUIREMENTS

If awarded, the PIs are not required to route their proposal through Sponsored Programs Services (SPS).

The awarded PIs are responsible for obtaining all required approvals for their research. Please visit [UConn IRB website](#) for more information on IRB approval for research conducted at the UConn-Storrs Campus, the five regional campuses, the School of Law and the School of Social Work. For more information on IRB approval for research conducted at UConn Health, please visit the [UConn Health IRB website](#).

Awardees will be required to submit progress reports every 6 months and a final report at the conclusion of the project or award period. Changes to the project's objectives, PIs, and budget will require prior approval from relevant InCHIP and CIPEH staff.

Detailed awardee instructions/requirements will be distributed to seed grant winners when they are notified of the award decisions. All awardee requirements described above are subject to change in accordance with updated institutional procedures (e.g., routing requirements).

H. CONTACT

For questions not addressed in this FOA or at [our seed grant website](#), please contact seedgrants@chip.uconn.edu.