



**BROWN
PHYSICIANS, INC.**

**Academic Assessment Research and Education Awards
2021 Application Requirements**

SECTION 1

Submission Information and Deadlines

Notice of Intent

BPI is requesting that a non-binding notice of intent (NOI) be submitted via email to **bpi.administration@brownphysicians.org** by **May 3, 2021**. Please include the name of the **Principal Investigator, Award Category and Project Title**. Investigators may not submit multiple applications to the same category.

Application

Applications should be submitted electronically through the Brown UFunds Portal (<https://ufunds.brown.edu/>) by **Monday, June 7, 2021 at 5:00 p.m.**

Principal Investigators must have an active Brown username and password to submit applications through the UFunds portal. If you do not have a Brown username and password, contact your foundation's academic administrator for assistance.

Applicants will be notified of funding decisions in Late Summer 2021.

The anticipated performance period is October 1, 2021 through September 30, 2022.

SECTION 2

Award Categories and Eligibility Requirements

All categories require that the Principal Investigator have:

1. an MD, DO or PhD degree
2. a current or impending faculty appointment through Alpert Medical School
3. an affiliation with one of the six foundations that comprise Brown Physicians Incorporated (Brown Dermatology, Brown Emergency Medicine, Brown Medicine, Brown Neurology, Brown Surgical Associates and Brown Urology)

Category 1-Research Project Awards

Category 1 (up to \$50,000; \$50,001-\$100,000 requires prior approval from Principal Investigator’s department chair):

1. For investigators proposing a new area of research, an additional aim associated with a currently funded project or supplemental funding for additional scientific activity on an existing project

Category 2-Salary Support for Protected Research Time

Category 2 (up to \$50,000; \$50,001-\$100,000 requires prior approval from Principal Investigator’s department chair):

1. For investigators pursuing protected time for a submission, re-submission or renewal of a research project or additional salary support/effort on a currently funded project

Category 3-Faculty Education and Development Projects

Category 3 (up to \$12,500):

1. For proposals focusing on educational and professional development activities for physicians, pharmacists, nurses, and other health care professionals
2. Emphasis should be on instructive solutions for patient care concerns, innovative curricula, scholarly approaches to teaching/learning and program evaluation, or specific health systems related issues

SECTION 3

Application Instructions for Categories 1 and 2

Applications must be submitted through UFunds no later than June 7, 2021 at 5:00PM.

Category 1 and 2 applications should include the below and be in PDF format using Times New Roman or Arial in Font 11

BPI Application Form (Required – complete in UFunds)

Progress Report on Previous BPI Funding (complete section in UFunds)

If you received research funds from BPI previously, you must provide a status update – 250 word limit.

Approval Letter from PI’s Chair (Upload document in PDF format to UFunds, if applicable)

If the budget request is between \$50,001-\$100,000, PI must upload a letter signed by their department chair outlining rationale for the additional funds.

Budget using PHS 398 Budget Form (Required – upload document in PDF format to UFunds)

Personnel (Salary Cap – None; Fringe Cap – 31.2%)

Supplies, if applicable

Inpatient Care Costs, if applicable

Outpatient Care Costs, if applicable

Other Expenses, if applicable

Consultant Costs, Equipment, Travel and Consortium/Contractual Costs are not allowed.

Budget Justification – (Required – upload document in PDF format to UFunds)

Provide detailed justifications for all items requested in the budget.

Biosketches - 5 pages per investigator (Required – upload all biosketches as **one document** in PDF format to UFunds)

Category 1 and 2 Research Plan -1 page (required – upload document in PDF format to UFunds)

The research plan should follow the below outline for **new projects**:

Specific Aims A brief statement of the project objectives

Significance Describe the scientific impact and provide any relevant preliminary data

Approach Outline how each aim will be accomplished

Timeline Establish when each aim will be accomplished

The research plan should follow the below outline for **funded projects**:

Provide the specific aims from the currently funded project

References – no page limit (Optional – upload document in PDF format to UFunds)

Appendix and Letters of Reference – Not Allowed

Application Instructions for Category 3

Applications must be submitted through UFunds no later than June 7, 2021 at 5:00PM.

Category 3 applications should include the following:

BPI Application Form (Required – complete section in UFunds)

Budget using PHS 398 Budget Form (Required – upload document in PDF format to UFunds)

Personnel (Salary Cap – None; Fringe Cap – 31.2%)

Supplies, if applicable

Other Expenses, if applicable

Consultant Costs, Equipment, Travel and Consortium/Contractual Costs are not allowed.

Budget Justification – (Required – upload document in PDF format to UFunds) Provide detailed justifications for all items requested in the budget.

Progress Report on Previous BPI Funding (complete section in UFunds)

If research funds have been received from BPI previously, applicant must provide a status update – 250 word limit.

Brown Format CV - 5 pages per person (Required – upload all CVs as one document in PDF format to UFunds)

Work Plan -1 page (required – upload document in PDF format to UFunds)

The work plan should follow the below outline:

<i>Project Description</i>	Provide a brief overview of the project
<i>Significance</i>	Explain the knowledge/performance gap that will be addressed, and include any needs assessments that may be relevant (can be included in the Reference Section)
<i>Innovation/Benefit</i>	Describe the desired outcomes and how they will benefit the target-audience
<i>Approach</i>	Outline how each aim will be accomplished
<i>Timeline</i>	Establish when each aim will be accomplished

References – no page limit (Optional – upload document to UFunds)

Appendix and Letters of Reference – Not Allowed

SECTION 4

Review Process and Selection Criteria

Reviewers of the applications will include members of the BPI Research and Education Committees and other senior scientists and academics.

Applications will be reviewed using the following criteria:

1. Responsiveness to the RFP
2. Scientific or educational impact and soundness of the study design
3. Project feasibility, including facilities and adequacy of patient population, etc.
4. Reasonableness of the budget requested
5. Prospects of external funding

Questions

All questions regarding the RFP or the application should be directed to Jennifer Hyde at Brown Physicians Inc.

401-784-4933 Jennifer.hyde@brownphysicians.org

All technical questions regarding UFunds should be directed to Brown IT.

401-863-4357 help@Brown.edu

Timeline

January	RFP Issued
May 3	NOI due via email to bpi.administration@brownphysicians.org
June 7	Full proposal due via UFunds
Late Summer 2021	Applications reviewed and funding decisions provided