BROWN PHYSICIANS, INC.

Academic Assessment Research and Education Grants
2024 Application Guidelines

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 bpiresearch@brownphysicians.org by April 8, 2024. Please include the name of the Principal Investigator (PI), 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, May 13, 2024 at 10:00 p.m.**

PIs 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 2024.

The anticipated performance period is October 1, 2024 through September 30, 2025.

SECTION 2

Award Categories and Eligibility Requirements

All categories require that the Principal Investigator(s) have:

1. an MD, DO or PhD
2. a current or pending faculty appointment through Alpert Medical School and 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):

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 Researchers

Category 2 (up to $50,000 for PI salary and fringe only):

1. For investigators who are PI or Multiple PI of an active NIH grant or equivalent (Grants in a No Cost Extension are considered active)

Category 3-Faculty Education and Development Projects

Category 3 (up to $12,500):

1. For proposals focusing on educational and professional development programs 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 Category 1
Applications must be submitted through UFunds no later than May 13, 2024 at 10:00PM.

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.

Budget using PHS 398 Budget Form 4 (Required – upload document in PDF format to UFunds)

https://grants.nih.gov/grants/funding/phs398/phs398.html

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 <u>not allowed</u>.

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

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

Category 1 Research Plan -1 page (required – upload document in PDF format to UFunds)
The research plan should follow the below outline for **<u>new projects</u>**:

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 **<u>funded projects</u>**:

Provide the specific aims from the currently funded project and include a brief description of an additional aim associated with the project or supplemental funding for additional scientific activity on an existing project

<u>References</u> – no page limit (Optional – upload document in PDF format to UFunds)

<u>Appendix and Letters of Reference</u> – Not Allowed

Application Instructions for Category 2
Applications must be submitted through UFunds no later than May 13, 2024 at 10:00PM.

<u>BPI Application Form</u> (Required – complete in UFunds)

<u>Other Support</u> – (Required – upload document in PDF format to UFunds)

Application Instructions for Category 3
Applications must be submitted through UFunds no later than May 13, 2024 at 10:00PM.
Category 3 applications should include the following:

<u>BPI Application Form</u> (Required – complete section in UFunds)

<u>Budget using Excel</u> (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 <u>not allowed</u>.***

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

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:

Project Description	Provide a brief overview of the project
Significance	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)
Innovation/Benefit	Describe the desired outcomes and how they will benefit the target-audience
Approach	Outline how each aim will be accomplished
Timeline	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 Guidelines
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 requested budget
5. Status of current external funding and prospects for future funding

Questions

Questions should be emailed to bpiresearch@brownphysicians.org

Technical questions regarding UFunds should be directed to Brown IT
401-863-4357 help@Brown.edu

<u>Timeline</u>

March 11   2024 RFP Issued

April 8   NOI due

April 12   UFunds Portal opens

May 13   Full proposal due

Late Summer 2024 Funding reviews completed

October 2024   Project Start Date