
SHWM/SHORE

Grant Application - Internal Applicants Only

Spectrum Health Academy of Professional Educators

Project Title: _____

Name: _____

Funding Amount Requested (max. \$4,000): _____

Deadline for submission is **December 1, 2020**. Funding to start on IRB exemption or approval. Submit your application to ShapeMedEd@spectrumhealth.org.

- 1) Cover Page (not included in page length): Name, Professional Title, Project Title, Email
- 2) Proposal (not to exceed three pages single spaced, excluding references and budget)
 - a) Abstract (250 words)
 - b) Statement of problem and objectives
 - c) Background/literature review
 - d) Methods
 - e) Anticipated outcomes
 - f) Impact on patient care, quality and/ or safety
 - g) Plans for dissemination (conferences and manuscripts)
 - h) Key personnel and project timeline (not to exceed 12 mo. after IRB approval)
 - i) Letter of support (chair, department chief, or program director (trainees only))
 - j) References (not included in page length)
 - k) Budget justification
 - l) Biosketch or two-page CV from all team members that show the fit with the project and the roles that each team member is going to carry out (not included in page length)

Funding is provided for

- Administrative/technical support (videos, equipment, etc.)
- Project related travel to facilitate data collection
- Supplies/expenses and research support (transcription, data analysis, consultation, etc.)
- Publication costs

Funding is not provided for

- Protected time or salary of grantee (direct or indirect costs)
- Food, travel or conference registration

Adapted from AMEE Grant Scoring Rubric

Relevance and Importance of the Research Topic					
	Absolutely Not (1/5)	Probably Not (1/5)	Maybe (3/5)	Probably Yes (4/5)	Absolutely Yes (5/5)
Does the project ask an important question that can make original, significant, and potentially presentable/publishable contributions?					
Will the findings be applicable outside the local context, to other institutions?					
Scientific Merit / Quality of the Research Design					
	Absolutely Not (1/5)	Probably Not (1/5)	Maybe (3/5)	Probably Yes (4/5)	Absolutely Yes (5/5)
Are the objectives clearly stated?					
Does the literature review cover the currently known knowledge of the topic?					
Does the proposal demonstrate a gap in the known knowledge?					
Are the qualitative or quantitative method and design, sound and appropriate to answer the research question?					
Are the data collection procedures adequate and well-described?					
Are the data analysis procedures adequate and well-described?					
Has the research participant population been sufficiently described or justified?					
Are the expected outcomes clearly defined?					
Is there a potential impact on patient outcomes, quality improvement and/or patient safety?					
Is the project feasibly to complete in a 12-month period?					

Budget Justification					
	Absolutely Not (1/5)	Probably Not (1/5)	Maybe (3/5)	Probably Yes (4/5)	Absolutely Yes (5/5)
Is the amount of funding requested reasonable given the proposed research?					
Are each of the budgeted expenses fully explained or justified?					
Research Team - Collaboration					
	1	2	3	4	5
How many service lines are included in the research team?					