

# ***EMPI/EMF Health Policy Research Scholar Award***

## ***Request for Proposal***

*Please read these instructions carefully. Applications that do not follow these instructions with regards to type size, length, format, and supporting documentation will be summarily rejected. No extension of the deadline will be granted.*

### **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 (sample attached)
- Type size is 11 pt. font, single-spaced and margins are one-half (.05) inch
- Evidence of IRB approval, or at least evidence of submission to IRB, from each institution, is included in application packet (for multi-centered studies, approval from or evidence of submission to IRB/AUC for all sites is required)
- Clearly stated research hypothesis
- Statement of Conditions is signed by **Principal Investigator** and **Institutional Official** and is included in application packet (see below)
- Letter of support from Emergency Medicine Chair is included in application packet
- Letter of support from each co-investigator is included in application packet
- Other grant support for all investigators is included in application packet
- Submission via the on-line application system is required. Late applications will not be considered. Submit application at <https://emfoundation.aibs-scores.org>

### **CONTACT INFORMATION**

Please address questions to Cynthia Singh, MS, EMF Deputy Executive Director at [csingh@acep.org](mailto:csingh@acep.org).

**EMERGENCY MEDICINE FOUNDATION  
EMERGENCY MEDICINE POLICY INSTITUTE  
HEALTH POLICY RESEARCH SCHOLAR AWARD**

**GENERAL INFORMATION**

2021-2022

Application Deadline:	June 11, 2021
Award Notification:	July 1, 2021
Funding Period:	July 1, 2021 – June 30, 2022
Funding Amount:	\$100,000
Number of Awards:	One

**GRANT TOPIC**

The Emergency Medicine Foundation awards funds for award scholar stipends to support the development of health policy research expertise in emergency medicine. The goals of the EMPI/EMF Health Policy Research Scholar Award 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.

EMPI/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 EMPI/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 EMPI/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 required to complete at least one independent original project and will be expected to lead directed policy analysis in collaboration with the EMPI Policy 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, EMPI/EMF encourages applications with a focus on one of the priority areas:

- **Cost and value of emergency care**
- **Financing and economics of emergency care**
- **Innovation and diversification of emergency care delivery**

## 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.

## HEALTH POLICY SCHOLAR EXPECTATIONS

The purpose of the Health Policy Scholar Program is to develop a cadre of emergency researchers who are well trained and have an established network to pursue health policy research. The Scholar will be selected through a review committee composed of the Senior Health Policy Advisors with input from EMAF and EMF representatives. Once selected, there are several expectations of the Scholar listed below:

1. The Scholar will complete a unique, publishable research project during the year. The selection of the project (as listed above under Funding Priorities) will be a primary consideration in the selection of the candidate. While unanticipated delays may occur, it is required that the project will be completed within the one-year time frame and within budget. It is recognized that publication will likely occur after the scholar year has ended.
2. **The Scholar will identify a mentor at the time of application.** The quality of the mentor and the proposed interaction will be a primary consideration in the selection of a scholar. While ideally the mentor should be at the same institution, given modern technology, distance mentorship will be considered provided the interaction is frequent and regular. The Scholar will also work directly, and in collaboration, with the EMPI Health Policy Research Consultant and with the EMPI Data Analyst - Health Policy Researcher.
3. The Scholar may select a Federal or State agency to interact with during the year. The EMPI Policy Advisor and EMF Board may assist the Scholar in making this connection after selection.
4. EMPI may request two (2) special focused projects, such as white papers, during the year. These projects may or may not result in academic publication. The timeline scope and timeline for these projects will be developed with, and approved by, the EMPI Board of Governors.
5. The Scholar will participate in monthly conference calls with the EMPI Policy Advisors and EMPI Health Policy Research Consultant. During those calls, a verbal monthly report of all activities and progress of the project will be discussed. Scholars are expected to continue to participate in these calls until all projects initiated under this program are completed. Thereafter, the Scholar is encouraged to join future calls.
6. The Scholar will provide a written update report every two (2) months.
7. The Scholar shall attend all face-to-face meetings of EMPI Board of Governors. In addition, the Scholar is encouraged to attend ACEP's Leadership and Advocacy (LAC) meeting and should consider attending the EDPMA Solutions Summit meeting and ACEP Council and Annual meeting. Grant funds may be used to attend the LAC and EDPMA meetings.

8. The Scholar and the Senior Advisors will assist the ACEP Washington Office or their designee in the production of four (4) brief reports on topics chosen by the Washington Office and EMAF/EMF. This assistance will largely be to provide appropriate references and background materials for the reports, though the Scholar may choose to be more involved in the writing of these papers.

### **ROLE OF THE EMPI POLICY ADVISORS**

The EMPI/EMF Scholarship is led by a panel of three (3) EMPI Policy Advisors and the EMPI Health Research Consultant. 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 members of the EMPI Board of Governors to 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. EMPI 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**

#### **Duration and Grant Amount**

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.

#### **Extension of Grant Period**

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 EMPI 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

Semi-annual payments will be made to the Scholar's institution responsible for administering the funds. The Emergency Medicine Foundation will not be responsible for institutional overhead. Detailed audited financial reports may be required.

#### Liability of the Emergency Medicine Foundation

The EMPI and the EMF assumes no financial liability if patient care responsibilities of any kind are undertaken by the EMPI/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 EMPI/EMF Health Policy Research Scholar.

#### Patent Policy

The Scholar and Scholar's institution acknowledge that if a patentable invention or discovery is 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 EMPI/EMF Health Policy Research Scholar work. Costs for 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 Scholar's institution.

### **PUBLICATIONS**

All discoveries resulting from published 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 EMPI/EMF Health Policy Research Scholar is required to written submit progress reports every two (2) months 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 EMPI/EMF HEALTH POLICY RESEARCH SCHOLAR**

If all support of the EMPI/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**

Grantees are expected to attend a grantee workshop in Bethesda, MD. 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, such as enrollment efforts, managing staff and life-work balance. NIH program officers participate in this workshop to discuss funding opportunities, provide research career advice and network with the grantees. 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 an abstract presentation. Funds cannot be requested to cover the travel cost to attend the Research Forum.

## **LEADERSHIP AND ADVOCACY CONFERENCE**

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

## **POST-SCHOLARSHIP SURVEYS**

EMPI/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.

## EMPI/EMF HEALTH POLICY RESEARCH SCHOLARSHIP GRANT APPLICATION INSTRUCTIONS

**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 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 mentor(s).

**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 10 pages)**

Use NIH form Continuation Format Page available on the internet at [www.grants.nih.gov/grants/funding/phs398/phs398.html#](http://www.grants.nih.gov/grants/funding/phs398/phs398.html#)

Please use the following subheadings:

Specific Aims (limited 1 page)

- 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.

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)

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)

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)

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

<https://grants.nih.gov/grants/forms/biosketch.htm>

Information is requested for the applicant, mentor and any associate investigators who will be involved with the projects.

**10. RESOURCES AND ENVIRONMENT** (limit 1 page)

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

Provide a budget narrative to indicate how the money will be spent. Justify all major expenditures. Use the current NIH salary cap. Institutional overhead is not allowed.

Use the NIH Form Detailed Budget for Initial Budget Period available at [www.grants.nih.gov/grants/funding/phs398/phs398.html#](http://www.grants.nih.gov/grants/funding/phs398/phs398.html#)

## 12. OTHER SUPPORT

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

**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**

#### **15. APPENDIX**

Include letters of support from the department chairs, and mentors (required). Include proof of IRB approval or submission. Copies of questionnaires and relevant testing forms should also be included as appendices. No page numbering is necessary for Appendix. 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**

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**Emergency Medicine Foundation  
Information Page**

Full Name with Titles: \_\_\_\_\_

Name of Institution: \_\_\_\_\_

Grant Category: \_\_\_\_\_

Project Title: \_\_\_\_\_

Amount Requesting: \_\_\_\_\_

**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 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 any co-sponsors.
4. Any discovery that arises from work supported by the Emergency Medicine Foundation will be submitted for publication. Two electronic reprints of each electronic publication will be forwarded 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 the Emergency Medicine Foundation Grantee Workshop is expected. The Emergency Medicine Foundation will reimburse travel expenses.
7. Grantees must submit the abstract of the funded project to the ACEP Research Forum at the end of the project. Research Forum is held each year during the American College of Emergency Physicians Scientific Assembly. Grant funds may not be used for registration nor travel.
8. 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.
9. Patent rights will conform to institutional standards. If none exist, the Emergency Medicine Foundation reserves the right to protect such interests.
10. No research proposal will be funded unless the Principal Investigator and the Institutional Official 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 Mentor, if applicable

\_\_\_\_\_  
Type Name of Mentor, if applicable

\_\_\_\_\_  
Date    Signature of Institutional Official

\_\_\_\_\_  
Type Name of Institutional Official