

# EMF/ESO Advancing Prehospital Care Research 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 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 template attached below)
- Type size is 12 pt. font and one-inch margins. Single-spaced lines are acceptable.
- Clearly stated research question with accompanying aim statement(s) and hypothesis/hypotheses
- Evidence of institutional review board (IRB) approval, or evidence of submission to IRB is included in application packet. For organizations without access to an IRB, confirmation of intent to utilize the customary ESO IRB is sufficient, but will require involvement of an ESO investigator in your project and publication.
- Statement of Conditions is signed by the **Co-Principal Investigators (Co-PIs) and Organizational Officials/EMS Agency Executive or equivalent for a non-academic center (person who accepts the grant funds on behalf of the principal investigators)** and is included in application packet (see below).
- If applicable, 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>
- Please address questions to Cynthia Singh, MS, EMF Deputy Executive Director at [csingh@acep.org](mailto:csingh@acep.org)

## ***EMF/ESO Advancing Prehospital Care Research***

Application Deadline	January 20, 2023 by 6:00 pm EST
Notification of Award	June 2023
Funding Period	July 2023 – June 2024
Funding Amount Per Award	\$10,000
Number of Awards	One

### **RESEARCH TOPIC AND DATA SOURCE**

The EMF/ESO Advancing Prehospital Care Research Grant will provide an opportunity to design and develop a research project to improve prehospital patient care while advancing the research development of EMS investigators.

Use of the ESO Data Collaborative public use research dataset is encouraged, but not mandatory. This dataset represents a collection of de-identified records from approximately 2,000 EMS agencies across the United States. A subset of records is linked with emergency department diagnosis and disposition information. The dataset is made available to researchers free of charge following a proposal process. As such funds from this funding mechanism will not be used to obtain the data but may be used for things like statistical analysis support or travel to present at national conferences. Additional information regarding the ESO Data Collaborative can be found here: <https://www.eso.com/data-and-research/>

### **ELIGIBILITY**

This grant requires the partnership of a physician and an EMS professional (non-physician) as co-principal investigators (co-PIs). The co-PIs will make all arrangements for conduct of the proposed research projects and assume responsibility for conducting the research projects and supervising the work of all associate investigators.

### **ORGANIZATIONAL SUPPORT**

Applicants are required to demonstrate that the project will be successfully completed at their organization. **Research must be approved by an affiliated institutional review board (IRB), or its equivalent at the organization, and a copy of the approval or pending approval sent with this application. If using the ESO Data Collaborative research dataset, organizations with no access to an IRB may request to use to the standing ESO IRB with addition of the Chief Medical Officer at ESO as an associate investigator. IRB approval either through the organization's affiliated IRB or ESO must be documented prior to dispensation of EMF funds.**

The applicant must also submit a letter from the Chairperson, Director, or Agency President/CEO/Director/Chief stating their support for this project.

### **EVALUATION OF APPLICATIONS**

Each application will be reviewed by EMS experts who are actively involved in basic science and clinical research. Each application will be judged primarily on:

- (1) the significance of the project to the field of EMS and likelihood to advance the development of EMS researchers,
- (2) the soundness of the research methodology,
- (3) feasibility of the proposed project, and
- (4) innovation.

The final funding decision will be made by the Emergency Medicine Foundation Board of Trustees and the ESO Research Leadership Group. All decisions are final.

## **TERMS OF THE AWARD**

The grant funds will be disbursed twice over the one-year cycle. Disbursement of payments will be contingent upon satisfactory progress reports.

### Limitations on Awards

Funds may be used for materials and supplies and to provide salary support. Capital equipment expenditures (costing more than \$1,000 and a life of over one year) must be justified in the budget. Payments will be made to the principal investigator's organization that will be responsible for administering the funds. The organization must have the ability to accept foundation funds. The Emergency Medicine Foundation will not be responsible for institutional overhead, cost for publications, or travel (except as specifically identified in the application), renovations, or administrative support. Confirmatory, complete financial reports may be required. The EMF and is not fiscally responsible for funds necessary for the project's completion.

### Change of Status of Principal Investigator

If the co-principal investigators change affiliations or cease research in the field for which the award was made, the award will terminate, and the remaining balance will be returned to the EMF.

### Liability of the Emergency Medicine Foundation

EMF assumes no financial liability if patient care responsibilities of any kind are undertaken by the program faculty or investigator. The principal investigator and his or her institution acknowledge that the EMF is not legally liable for the conduct of the organization, the principal investigator, the program faculty, or any associate investigators.

### Patent Policy

The principal investigators and organization acknowledge that, though unlikely, if a patentable invention or discovery is conceived, or conceived and reduced to practice by EMF-supported personnel during the award year, the EMF must be apprised of the invention and the organization's plans for protecting such invention under existing institutional patent policy. The EMF will defer to organizational policies when they are in compliance with those of the Federal government. The EMF reserves the right where the organization 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.

## **SUPPORT FACILITIES**

If applicable, the applicant must submit letters of support if the proposed project uses facilities not routinely available to or directly under the supervision of the sponsoring program.

## **PUBLICATIONS**

All discoveries resulting from work supported in part by the Emergency Medicine Foundation should be made available to the public and scientific community through scientific and/or public policy channels such as national meetings and peer-reviewed publications. Publications will acknowledge the support of EMF and ESO. An electronic reprint of each publication should be forwarded to the EMF and to ESO.

## **PROGRESS REPORTS AND MONEY MANAGEMENT**

The co-principal investigators are required to submit a six-month progress report and a final progress report within thirty days of the conclusion of the award year. 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 organization's ability to apply for future EMF awards. 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 organizational official (e.g., accountant, administrator, or grants manager). 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.

## **SURVEYS**

The co-principal investigators and the organization will be surveyed periodically following completion of the award regarding career paths, subsequent grants/contracts obtained, and publications. The co-principal investigators and the institution will be expected to respond to these surveys as the EMF will rely on such information to support continuation of the award program.

## **ESO WAVE CONFERENCE PRESENTATION**

Presentation at the ESO Wave conference is strongly encouraged; if selected for such a presentation, travel expenses may be provided by ESO as part of the customary Wave speaker process.

## **PREHOSPITAL CARE RESEARCH FORUM/ESO RESEARCH WORKSHOP**

The two co-principal investigators (physician and EMS provider) are strongly encouraged to attend the Prehospital Care Research Forum/ESO Research Workshop to be held in Austin, Texas in the Spring of 2023. Grant funds may be used for travel to this event.

## **CONTACT INFORMATION**

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

## APPLICATION INSTRUCTIONS

The application consists of the following sections:

### 1. INFORMATION PAGE

Name the **co-Principal Investigators** responsible for the scientific and technical direction of the project. Choose a title that is descriptive and specific to the project, rather than general. List the mentor and any associate investigators. (See template below)

### 2. ABSTRACT (limit 1 page)

Provide a summary of the research proposal. Include background/rationale, specific aims, and significance.

### 3. TABLE OF CONTENTS

### 4. RESEARCH PROPOSAL (limit 5 pages)

Please use the following subheadings:

#### Background/Rationale

- Describe the problem that this study is intended to help inform and what knowledge gaps exist.
- Explain the importance of filling these knowledge gaps.

#### Specific Aims

- List the specific objective(s) of the proposed research, e.g., to quantify an association between a treatment and an outcome, identify critical barriers to progress in the field, or test the effects of an intervention. Make sure to include clear outcome measures. The applicants should be careful to propose objectives that are feasible given the level of funding for this funding mechanism.

#### Significance

- Explain how the potential for the study to improve healthcare and outcomes (in the future following completion of multiple studies). While the funding for this mechanism may be limited, it is crucial that the applicant outline how accomplishing the proposed aims/objectives will inform the next logical step in a series of studies (many of which will not be accomplished with this funding mechanism).
- Describe how this field will be changed if the proposed aims are achieved.

#### Innovation

- Explain any refinements, improvements, or new applications of theoretical concepts, approaches or methodologies, instrumentation, or interventions. What makes this project unique from previous research in the proposed area?

#### Approach (Methods)

- Describe overall strategy, methodology, and analyses to be used to accomplish specific aims of project. Include detailed information related to the study design and setting, the study population (inclusion and exclusion criteria), measures, and planned statistical analysis.
- Provide adequate support for the reliability and/or validity of proposed measures as well as a clear description of how each measure will be assessed in the study protocol and how each measure will be quantified/summarized during statistical analyses.
- If applicable, include information on preliminary studies completed by the applicants or by others that inform the proposed aims/objectives/hypotheses.
- If the specific aims are focused on feasibility (e.g., exploration of participation level of a targeted population), provide a clear explanation of the outcomes of interest related to feasibility (e.g., response rate, participant satisfaction/feedback with a particular data collection tool/technique).
- Discuss potential problems and alternative strategies to achieve the aims.

**5. PERSONAL STATEMENT (limit 1 page per principal investigator)**

Each co-principal investigator should compose and submit a personal statement that addresses:

- a. the applicant's interest in a career in EMS research and this project
- b. the applicant's perception of his/her role in the project
- c. any additional pertinent experience or interests the applicant wishes the committee to consider

**6. ROLE OF PARTICIPANTS (limit 1 page)**

List the co-principal investigators, mentor and others involved in the research. Include a brief description of how and to what extent each will be involved in the proposed project.

**6. DETAILED BUDGET**

Indicate how the money will be spent. Justify all major expenditures. Institutional overhead is not allowed. We anticipate funds may likely be used for travel to the Prehospital Care Research Forum/ESO Research Workshop, statistical support, and/or travel to present research at a national conference. You may use the template attached for your budget or another format of your choice.

**7. OTHER SUPPORT**

If applicable, list all current and pending intramural and extramural research funding for the applicant, mentor and co-investigators. 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.

**8. LITERATURE CITED**

Please include a bibliography of references for any research cited in your application.

**9. APPENDIX**

Include letters of support from the department chairs, and associate investigators (optional).

Do not use the appendix to circumvent page limitations for research plans. Do not include information or figures that should be incorporated within the research project description.

**10. SIGNED STATEMENT OF CONDITIONS (see below)**

Principal Investigators (*Last, first, middle*):

1.

2.

**Table of Contents**

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_____	Signed Statement of Conditions

**Emergency Medicine Foundation/ESO Advancing Prehospital Research Grant**

**Information Page**

***Co-Principal Investigator 1***

Full Name and Credentials:

Job Title:

***Co-Principal Investigator 2***

Full Name and Credentials:

Job Title:

Name of Institution(s):

Project Title:

Mentor, if applicable:

Associate Investigators, if applicable:



Co-Principal Investigators (*Last, first, middle*)

- 1.
- 2.

**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. All reports of work achieved with this grant will acknowledge the support of the Emergency Medicine Foundation and ESO.
3. Any discovery that arises from work supported in part by the Emergency Medicine Foundation will be submitted for publication. An electronic copy of each publication will be furnished to the Emergency Medicine Foundation and ESO.
4. 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.
5. Participation in the Prehospital Care Research Forum/ESO Workshop is strongly encouraged. Travel expenses for this event may be included in the budget for this grant.
6. Awardees are encouraged to submit for presentation at the ESO WAVE conference. The submission deadline is in January.
7. If the named co-principal investigators leave the institution or terminate 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 EMF.
8. Patent rights will conform to institutional standards. If none exist, the Emergency Medicine Foundation reserves the right to protect such interests.
9. No research proposal will be funded unless the co-Principal Investigators and the Institutional Official of the sponsoring institution affirm:
  - a. That the investigation(s) proposed in this application are endorsed by the designated body of the preceptor's institution, and
  - b. Research must be approved/deemed exempt from review by the institutional review board (IRB), or its equivalent, and a copy of the approval or pending approval sent with this application. If using the ESO Data Collaborative research dataset, in the absence of access to an IRB, the co-PIs may indicate that the ESO IRB will be used with inclusion of the Chief Medical Officer at ESO as an associate investigator IRB approval must be documented prior to dispensation of Emergency Medicine Foundation funds.

\_\_\_\_\_/\_\_\_\_\_  
Date    Signature of Co-Principal Investigator    Type Name of Co-Principal Investigator

\_\_\_\_\_/\_\_\_\_\_  
Date    Signature of Co-Principal Investigator    Type Name of Co-Principal Investigator

\_\_\_\_\_/\_\_\_\_\_  
Date    Signature of Institutional Official    Type Name of Institutional Official