POLICY

Education research pilot grant funds are designed to provide limited, short-term support of research in areas of education research where preliminary data is scant or lacking. Proposals submitted to this program should represent unique, novel ideas with the potential to open new avenues of education research and education research funding.

Qualifications: Faculty in the College of Allied Health Professions (CAHP) are eligible for support under this program. CAHP faculty may include faculty from other Colleges as Co-Investigators.

PROCEDURE

Submission Requirements:

Applications must be submitted electronically via REDCap: http://j.mp/2GUrv7h.

The following are required application materials. Upload required application materials as separate pdf attachments to your REDCap application.

1. **Lay summary of project:** Please provide a brief summary of your proposed research project in lay language, suitable for a news release to the lay public. Summary should not exceed ½ page in length.

2. **Main narrative:** Should not exceed 4 pages in length.
   a. Goals/Objectives of project.
   b. Background on the current state of information in the area and its relevance to health professions education.
   c. Describe research methods.
   d. Describe methods for quantitative and/or qualitative statistical evaluation and plans for dissemination.
   e. Role of the proposed activity in at least two of the following:
      i. Enhancement of applicant’s development as an educator
      ii. Contribution to the department, unit and/or institution
      iii. Contribution to health professions education
   f. Timeline of work. The timeline of the project cannot exceed 24 months.
   g. References (excluded from page limit).

3. **Budget:** requested funds cannot exceed $5,000 total. Please provide details of requested budget using the attached template.

4. **Budget justification:** Include justification/rationale for each item requested in the budget.

**Format:** Use a typeface no smaller than 11 point Times New Roman or Arial. Margins of at least 0.5 inches are required.

**Deadlines and Review:** Applications for education research pilot grant funding may be submitted at any time. Applications are assigned for peer review [in the order received] and applicants will be notified of the funding decision by the CAHP Office of Research within two months from the date the application is received. An ad-hoc review committee consisting of three CAHP faculty will be convened to review the applications. If the committee’s vote is not unanimous to approve funding, the Associate Dean for Research or her appointed representative will make the final decision.

**Award Amount and Timelines:** The maximum award amount is $5,000.00. All applications for requests under $1,000.00 will be reviewed by the CAHP Associate Dean for Research to determine award status. The grant timeline is up to two years.
Human Subjects: If human subjects are involved, final funding will be contingent on IRB approval.

Award Notification:
The award is for completion of the aims outlined in the application and is to be expended within a 24-month period. All management of the award will be handled by the CAHP Office of Research and all funds remaining at the end of the funding period will revert to the College.

Reporting Requirements: Every six months, the Investigator(s) will meet with the CAHP Office of Research to discuss progress to date, budget, and resources required for success. A final report is required upon completion of the project, but no later than 24 months after funding is awarded.

Please contact Cherie Kimble at cherie.kimble@unmc.edu or (402) 559-3319 with questions.