

**AAMC Northeast Group on Educational Affairs  
SCHOLARS GRANTS  
2019-2020 Call for Proposals**

**Submissions Due: December 2, 2019 by 11:59pm**

**Notifications Sent: March 1, 2020**

**Rationale and Purpose**

In its strong support and encouragement of medical educators' professional development and scholarship in medical education, the Northeast Group on Educational Affairs (NEGEA) provides this funding opportunity for a 2-year grant for early and mid-career faculty to complete an educational scholarship or research project.

This grant provides an individual the opportunity for professional development through the design, implementation, and completion of a high-quality educational scholarship project (including curriculum development, educational program, or educational research).

For additional questions on purpose, including how the Scholars Grant differs from other NEGEA grants, please see our FAQs.

**Grant Details**

Up to two individual awards of \$15,000 will be funded each cycle.

**The awardees' home institution is expected to match at least \$5,000 in the form of protected time to complete the project or monetary support to attend professional development activities.**

**Eligibility**

- Individual medical educators from [NEGEA-affiliated institutions](#)
- Applicants may submit only one proposal per award cycle
- Applicants may not be the principal investigator on any other active NEGEA grants
- Trainees (e.g., medical students, residents and fellows) are not eligible

**Application Requirements**

**Applications must be submitted in an electronic format as a single PDF document to Rebecca Blanchard, PhD, Chair of the NEGEA Scholars Grants Committee, at: [NEGEAScholars@gmail.com](mailto:NEGEAScholars@gmail.com)**

**Full application, including all required documents should be no more than 15 single-spaced pages in length, 12-point font. Page numbers required.** Applications must be titled "LastName\_2019" and include the following components:

**Cover Page**

- Project title
- Applicant's name and degree(s)
- Applicant's current title and affiliated NEGEA institution
- Contact information for applicant (mailing address, email, telephone)
- Institutional grant/development officer to whom payment will be made (name, title, address & email)

## **Project Description**

- Rationale & Statement of the Problem (please include citations/references in this section)
  - Describe the need for the proposed project, as supported by relevant literature and scholarship
  - Identify how this project will be generalizable or relevant beyond your institution
  - Research question(s) or purpose statement
- Potential Methodology - **For Professional Development Projects**
  - Describe the educational and evaluative/analytic methods to develop the project
  - Describe proposed plan(s) for evaluating the process and outcomes
  - If possible, add anticipated challenges or barriers and your plan for addressing them
  - Anticipated outcomes for the project
- Potential methodology - **For Educational Research Projects**
  - Describe the research design and potential research methods to help address the research question(s)
  - As applicable, describe the quantitative and/or qualitative approach relating to your research method(s)
  - Anticipated outcomes from your project
  - Anticipated challenges or barriers and your plan for addressing them
- Professional development
  - What are you hoping to gain through this process?
  - How does this project fit into your career goals (short- and long-term)?
  - Please explain how you will adapt your current workload to accommodate the time necessary to complete this project.
  - Describe your local mentorship and indicate their involvement in this work
- Dissemination
  - Describe your plan for disseminating this work
- References
  - No more than 10 references, listed in the order in which they appear in your proposal
  - Must follow the AMA citation style

## **Budget**

- Please include a proposed budget and budget narrative for the award (see “Funding” details and Sample Budget template below)

## **Timeline**

- Grant period begins July 1, 2020 and ends June 30, 2022
- Create a timeline for the 2 years of the grant, including important project completion milestones
- Note that a third year may be allowed for preparing scholarship, but the project itself must be completed in 2 years, with a submission to NEGEA annual meeting in this time

## **Curriculum Vitae**

- Please include an up-to-date curriculum vitae or biosketch that is no more than 3 pages long

## **Previous Application**

- Please state whether you have applied for a Scholars award before, including year and title of original submission

## Letters of Support

Please include 2 letters of support (described below; submit with the proposal as part of the single PDF document)

- One letter from a direct supervisor/ administrator (e.g., department chair or dean)
  - State commitment to supporting applicant and the project
  - Describe plan for minimum \$5,000 matching contribution
- One letter from the project mentor
  - Describe the feasibility of the project
  - State their own commitment to this work

## Funding

Funds will be transferred to awardee's institution upon final budget approval. Please note that indirect costs are **NOT** covered. Funds can only be used for direct costs such as:

- Salary/wages & fringe benefits
- Materials & supplies
- Consulting fees
- Statistical analysis and/or software
- Professional development activities
- Travel (only related to professional development activities)

## Project Conclusion

At the conclusion of their funded project – and within three years of the award date - the awardee must:

1. Submit project-related work to the NEGEA annual conference
2. Submit a reflection of their experience to the NEGEA Scholars Committee as their final progress report
3. Acknowledge NEGEA as a source of funding in any submission based on this project
4. Submit final project to a peer-reviewed outlet (e.g., MedEdPORTAL, journal, etc), the annual Research in Medical Education (RIME) conference at the AAMC annual meeting, and/or submit a manuscript for publication in a peer-reviewed venue.

## Questions

All inquiries and communications should be addressed to Rebecca Blanchard, PhD, Chair of the NEGEA Scholars Grants Committee at [NEGEAScholars@gmail.com](mailto:NEGEAScholars@gmail.com)

**Budget Template**

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**2-YEAR BUDGET TEMPLATE for NEGEA SCHOLARS GRANT**  
**\*DIRECT COSTS ONLY\***

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**REQUESTED: Up to \$15,000 total over 2 years**

*Please include description of all proposed expenses in the Budget Justification.*

**PERSONNEL\***

Enter Dollar Amounts Requested for Salary Requested and Fringe Benefits

\*If you request FTE coverage, please use the Budget Justification to describe how you will sustain any curricula or programs after the grant.

NAME	ROLE ON PROJECT	SALARY REQUESTED	FRINGE BENEFITS	TOTAL
	PI			
<b>SUBTOTALS</b> →				
SUPPLIES				
PROFESSIONAL DEVELOPMENT/TRAVEL				
OTHER EXPENSES (e.g., statistical analysis, data collection support, transcription, food, etc)				
<b>TOTAL DIRECT COSTS FOR BUDGET PERIOD</b>				\$

**INSTITUTIONAL MATCHING CONTRIBUTION: At least \$5,000 total over 2 years**

NAME	ROLE ON PROJECT	SALARY REQUESTED	FRINGE BENEFITS	TOTAL
	PI			
<b>SUBTOTALS</b> →				
SUPPLIES				
PROFESSIONAL DEVELOPMENT/TRAVEL				
OTHER EXPENSES (e.g., statistical analysis, data collection support, transcription, food, etc)				
<b>TOTAL MATCHING CONTRIBUTIONS FOR BUDGET PERIOD</b>				\$

