Children's Hospital of Philadelphia
RESEARCH INSTITUTE

Pilot Grant Program

The purpose of this program is to promote and support CHOP investigators in a) *clinical effectiveness pilot research studies* and/or b) *policy-oriented health services pilot research studies* that will attract external support for larger-scale studies. Selected proposals will be supported for up to a maximum of *$20,000* for one year. Projects should be able to be completed within one year.

Projects designed to investigate disparities and/or improve equity of healthcare access or outcomes are especially encouraged.

Key Dates

Application Deadline: October 1, 2024
Anticipated Project Period: January - December 2025

Eligibility

Faculty and instructors from all CHOP departments and divisions are encouraged to apply. We will also consider funding research scientists, experienced research coordinators and research fellows. Only proposals meeting the following definitions will be reviewed and considered for an award:

- ✓ A *Pilot Study* is a small study, conducted in preparation for the larger research study, in which study feasibility is tested and/or preliminary data are collected.

And, one or both of the following:

- ✓ *Clinical Effectiveness Research* is research designed to produce evidence of what works best for treating, diagnosing and preventing disease. We are also interested in qualitative research that can inform Clinical Effectiveness Research. Descriptive studies need to clearly state how they will inform future CER studies.
- ✓ *Policy-oriented Health Services Research* is designed to study how social factors, organizational structures and processes, health systems, and personal behaviors affect access to health care, the quality and cost of health care, and person health and well-being. We are interested in health services research with a policy orientation such that a clear policy or programmatic application of the knowledge gained from the research can be identified or the study furthers a program of research that has identified specific policy targets. Policy-oriented health services research can be multidisciplinary and include a range of methods, including qualitative, descriptive research, or policy analysis. Policy encompasses institutional policy; local, state and federal public policy; and regulation. Programs include clinical, public health and social programs administered through health systems, public health entities, or government programs.

All funded pilot studies are encouraged to receive peer feedback through works-in-progress sessions. Sessions are held weekly with advanced presentation sign-up coordinated through Clinical Futures. Peer feedback opportunities will also be available through participation in a PolicyLab Portfolio.

Application

Please submit the application as a single Word document via email to Holly Burnside at burnsideh@chop.edu no later than *4:00 p.m. on the deadline date*. Application components (see template, attached):

1) Cover page, listing: Project Title, Project Director/Principal Investigator (PD/PI), Co-Investigator(s)/Mentor(s), Department/Division, Portfolio Affiliation,* Date
2) Project Description (5-page maximum) including: Summary/Abstract, Specific Aims, Research Strategy (Significance, Innovation, and Approach), and Policy Goals**

3) Budget
4) Budget Justification
5) References/Works Cited
6) Applicant Biosketch in NIH format (5-page maximum)

*Proposals submitted for review as policy-oriented health services research must identify a PolicyLab portfolio (https://policylab.chop.edu/our-research) for affiliation.
** Proposals submitted for review as policy-oriented health services research must respond to the Policy Goals prompt described below in **Review Process and Selection Criteria**. Of note, health services research proposals without a policy focus may also be funded if addressing comparative effectiveness questions. These do not need to address the Policy Goals prompt.

Budget

Budgets must be reviewed and approved by your business manager prior to submission. Funding may not be used for investigator salary support. Staff salaries are allowable budget items. Provide a breakdown of costs by category (e.g. personnel, travel, supplies, etc.), and describe in the Budget Justification how the funds will be used and how the costs were calculated. Although projects may be funded up to a maximum of $20,000, priority will be given to projects that include a prudent spending plan. Clinical Futures and PolicyLab will attempt to fund all requested budgets in full, but may elect to partially fund certain protocols in order to increase the number of funded proposals.

Review Process and Selection Criteria

The review process consists of 2 rounds. For Round 1, applications meeting the definitions for "clinical effectiveness research pilot studies" or "policy-oriented health services research," and judged by the Clinical Futures and PolicyLab Pilot Grant Steering Committee to be of sufficient quality for review, are assigned to a reviewer, critiqued and scored. For Round 2, reviewers meet in a study section to discuss the merits and limitations of the competing proposals and determine the awardee(s). Only proposals that qualify for the second round are critiqued and scored. All applicants whose proposals qualify for Round 2 will receive a copy of reviewers' anonymized comments and scores. The review criteria, adapted from the NIH scoring system, used to score proposals follow:

- *Significance of Study*: Does the project address an important problem or a critical barrier to progress in the field?
- *Approach*: Are the overall strategy, methodology, and analyses well-reasoned and appropriate to accomplish the specific aims of the project? Are potential problems, alternative strategies, and benchmarks for success presented?
- *Likelihood of Impact on Effectiveness of Clinical Care, Policies, or Programs*: If the aims of the project are achieved, how will scientific knowledge, technical capability, clinical practice, policies, and/or programs be improved? How will successful completion of the aims change the: concepts, methods, technologies, treatments, services, or preventative interventions that drive this field? Or, how will the proposed work improve access, quality, cost, or experience of clinical care or programs?
- *Appropriateness of Budget*: Is the proposed budget and period of support appropriate in relation to the research?
- *Likelihood of Future Research*: If the aims are achieved, will the results lend themselves to future research?
- *Innovation*: Does the application challenge and seek to shift current research or clinical practice paradigms by utilizing novel theoretical concepts, approaches or methodologies, instrumentation, or interventions? Are the concepts, approaches or methodologies, instrumentation, or interventions novel to one field of research or novel in a broad sense? Is a refinement, improvement, or new application of theoretical concepts, approaches or methodologies, instrumentation, or interventions proposed?
- *Overall Impact*: Reviewers will provide an overall impact score to reflect their assessment of the likelihood for the candidate to maintain a strong research program, in consideration of the previous six scored review criteria. An application does not need to be strong in all categories to have a major impact.
- *Description of Policy Goals (Policy-focused projects)*: Please answer: What policy or programmatic question, issue, or knowledge gap do you ultimately hope to influence with your work? How will the proposed pilot grant activities further this goal? Who is the target audience for the study results? What are your goals for working with the PolicyLab policy and communications teams?

Impact	Score	Descriptor	Additional Guidance on Strengths/weaknesses
High	1	Exceptional	Exceptionally strong with essentially no weaknesses
	2	Outstanding	Extremely strong with negligible weaknesses
	3	Excellent	Very Strong with only some minor weaknesses
Medium	4	Very Good	Strong but with numerous minor weaknesses
	5	Good	Strong but with at least one moderate weakness
	6	Satisfactory	Some strengths but with at least some moderate weaknesses
Low	7	Fair	Some strengths but with at least one major weakness
	8	Marginal	A few strengths and a few major weaknesses
	9	Poor	Very few strengths and numerous major weaknesses

Proposals submitted for other awards (e.g., Foerderer) are not eligible for Clinical Futures/PolicyLab pilot grant consideration. Studies already in progress or partially funded will not be supported. Resubmissions are by invitation only. Clinical Futures/PolicyLab will notify applicants if their submission qualifies to be resubmitted for a future funding cycle.

Awards
Successful applicants must show documentation of IRB submission within 30 days of award notification. Project Directors/Principal Investigators must submit a report at the end of the one-year grant period for review by the Clinical Futures/PolicyLab Pilot Grant Steering Committee and include: project progress, expenditures and plans for disseminating results. Subsequent annual reports will be requested to include publications and extramural funding resulting from the research. Funds unspent at the end of the one-year grant period will be returned to Clinical Futures/PolicyLab. However, requests for rollover of funds for an additional year will be considered with adequate justification.

Investigative teams funded through the health services research mechanism with a policy focused project will be required to meet with the PolicyLab communications and policy teams twice during the award period, including once within 60 days of award to shape the investigator's policy training goals and the project's policy engagement strategy. Investigators funded through this mechanism may use funds to support attendance and travel to policy training activities such as the American Public Health Association Speak for Health Advocacy Bootcamp, Georgetown Center for Children and Families Annual Child Health Policy Conference, or AcademyHealth Policy Orientation.

Additional Information
For more information about the Clinical Futures/PolicyLab Pilot Grant Program, please see:
https://clinicalfutures.research.chop.edu/research-practice/pilot-grant-program. Contact Holly Burnside at burnsideh@chop.edu with any questions about eligibility or the application and submission process.

Cover Page

Project Title:

Project Director/Principal Investigator: _____Dept/Div._____.

Co-Investigator:_____Dept/Div. _____.

Co-Investigator:_____Dept/Div._____.

Research track (please select the best fit):
☐Clinical Effectiveness
☐Health Policy*

*Proposals submitted for review as policy-oriented health services research must identify a PolicyLab portfolio for affiliation.
☐Adolescent Health & Well-Being
☐Behavioral Health
☐Health Care Coverage, Access & Quality
☐Health Equity
☐Intergenerational Family Services

Date Submitted:_____

Project Description

Summary/Abstract: (Succinct description of proposed work and relatedness to Clinical Futures/PolicyLab mission)

Specific Aims:

Research Strategy:

A. Significance

B. Innovation

C. Approach

D. Policy Goals**

** Proposals submitted for review as policy-oriented health services research must describe their policy goals. Please answer: What policy or programmatic question, issue, or knowledge gap do you ultimately hope to influence with your

work? How will the proposed pilot grant activities further this goal? Who is the target audience for the study results? What are your goals for working with the PolicyLab policy and communications teams?

Budget:

Amount Requested: (please break down by category e.g. personnel, travel, supplies, etc)

Budget Justification:

References:

BIOGRAPHICAL SKETCH

Provide the following information for the Senior/key personnel and other significant contributors.
Follow this format for each person. DO NOT EXCEED FIVE PAGES.

NAME:

eRA COMMONS USER NAME (credential, e.g., agency login):

POSITION TITLE:

EDUCATION/TRAINING *(Begin with baccalaureate or other initial professional education, such as nursing, include postdoctoral training and residency training if applicable. Add/delete rows as necessary.)*

INSTITUTION AND LOCATION	DEGREE *(if applicable)*	Completion Date MM/YYYY	FIELD OF STUDY

A.   Personal Statement

Briefly describe why you are well-suited for your role(s) in this project. Relevant factors may include: aspects of your training; your previous experimental work on this specific topic or related topics; your technical expertise; your collaborators or scientific environment; and/or your past performance in this or related fields, including ongoing and completed research projects from the past three years that you want to draw attention to (previously captured under Section D. Research Support).

You may cite up to four publications or research products that highlight your experience and qualifications for this project. Research products can include, but are not limited to, audio or video products; conference proceedings such as meeting abstracts, posters, or other presentations; patents; data and research materials; databases; educational aids or curricula; instruments or equipment; models; protocols; and software or netware. Use of hyperlinks and URLs to cite these items is not allowed.

B.   Positions, Scientific Appointments, and Honors

List in reverse chronological order all current positions and scientific appointments both domestic and foreign, including affiliations with foreign entities or governments. This includes titled academic, professional, or institutional appointments whether or not remuneration is received, and whether full-time, part-time, or voluntary (including adjunct, visiting, or honorary).

C.   Contributions to Science

Briefly describe up to five of your most significant contributions to science. The description of each contribution should be no longer than one half page, including citations. For each contribution, you may cite up to four publications or research products that are relevant to the contribution. If you are not the author of the product, indicate what your role or contribution was. Note that while you may mention manuscripts that have not yet been accepted for publication as part of your contribution, you may cite only published papers to support each contribution. Research products can include audio or video products (see the NIH Grants Policy Statement, Section 2.3.7.7: Post-Submission Grant Application Materials); conference proceedings such as meeting abstracts, posters, or other presentations; patents; data and research materials; databases; educational aids or curricula; instruments or equipment; models; protocols; and software or netware. Use of hyperlinks and URLs to cite these items is not allowed.