Greater Value Portfolio

Statement of Purpose

The Donaghue Foundation announces its 2019 Greater Value Portfolio grant program that will fund research projects for two years with a maximum amount of $400,000 per award plus a 10% indirect rate for the purpose of advancing promising approaches to achieve a higher value healthcare system. The goal of this program is to test approaches and tools that organizations can readily use to improve the value of the healthcare they provide to their patients and communities.

Please read the entire Greater Value Portfolio Program Description before completing the application. Only applications invited following a letter of intent will be considered.

Standards for Selection

Applications will be reviewed as to:

- the scientific merit of the research question and methods
- the degree to which the past experience of the key personnel is related to the project activities, including efforts to integrate research findings into healthcare improvement
- the demonstration of a strong collaborative working relationship amongst the researchers and the clinical or operational personnel who will be engaged in this project
- the alignment of the research goals with the current initiatives and strategic goals of the partnering organization
- the appropriateness of the overall cost to the project goals and duration
- the project's potential for practical benefit in bringing greater value to health and healthcare

Application Format

The application includes forms as well as narrative sections that must all be completed according to instructions. **Please refer to the Application Checklist and use all the applicable forms in completing your application**. A full set of forms follows these instructions.

Applicants must submit their application electronically to the Foundation (cloud@donaghue.org) by August 16, 2019. Your electronic submission should contain four files only. Please do not include a cover letter.

1. The application should be saved as a PDF file and labeled "PILastName_df_app_GVP_submission year" e.g., Smith_DF app_GVP_2019. Your document footer should also contain this file name.
2. All publications should be housed together in one PDF file labeled "PILast Name_df_publications."
3. All letters of support should be housed in one PDF file labeled "PILast Name_df_letters of support." Letters should contain signatures.
4. Finally, all CVs and or biosketches should be housed in one PDF file labeled "PILastName_df_CVandbiosketches

If you have any questions about any of the submissions requirements, you can contact Stacy Cloud, Grants Administrator at (860)521-9011 or cloud@donaghue.org.

Application Content
Applications must include all of the following sections in the order specified below:

Section 1: Application Face Sheet (form)
The form provided must be signed by the principal investigator and responsible institutional officer.

Section 2: Project Summary (narrative)
This summary must not exceed 250 words and must include the following:
1. Research goals, aims and significance
2. A description of the partnering healthcare organization
3. Approaches that will be taken to implement promising research findings into practice and policy.

Section 3: Project Description (narrative)
The project outline must be 10 pages or fewer, excluding references. Include all figures and tables within these 10 pages. Supplemental material (including appendices) will not be accepted, except for copies of unpublished or less well-known instruments proposed for use. Use standard typeface, 11-12 point size type, no more than six lines per vertical inch, with one-inch margins. Provide the following information in this order with each subheading.

I. Introduction, background, and significance of the project topic **(1 page)**. Address the importance of the problem to be researched. Include a description of the current state of knowledge, noting if there have been meta-analyses or systematic reviews in the area and what their conclusions have been. Discuss the questions to be addressed and the long-term implications of the proposed work, specifically how this promotes greater value in healthcare as described in the program announcement.

II. Research study
   a. Preliminary data **(1 pages)**. Present data from research previously done that is related to the research question(s) to be addressed in this project.
   b. Methods, research plan and analyses **(3-4 pages)**. Describe validation of study instruments, the study population, plans to recruit that population and your analysis that determined the required sample size. If prepackaged software is to be used for statistical analysis, cite the name(s). Also, describe anticipated analyses, including data screening, replacement of missing data, hypothesis testing, secondary or post hoc analyses and qualitative methods to be use.
   c. Describe the data you will be using in your research. Include the purpose of the data, how and when the data were or will be collected, any checks used to assure the validity of the data, and any non-random biases that might impact the data. Describe who owns the data and, if you are not the owner, what assurances you have that you will be able to use and to publish from the data.

      d. Describe any planned opportunities for co-design or planned approaches to re-assess the intervention if warranted throughout the study period.

III. <u>Integration between research team and partnering organization</u> **(1-2 pages)**

      a. Describe the partnering healthcare organization and how its current initiatives or strategic goals are aligned with the research goals.

      b. Describe the roles and the organizational relationships among the researchers and the clinical or operational personnel who will be engaged in this project.

      c. Describe how this study will help with ongoing or planned improvement activities or goals and why these activities or goals need a research design (as opposed to standard quality improvement). Include a brief description of previous work done together.

      d. Describe how the timeframe of the research project aligns with the planned improvement activity in the partnering organization and the challenges and opportunities this presents.

      e. Describe what resources the partnering organization has committed to support this project.

IV. <u>Knowledge transfer and Integration or implementation activities</u> (**1-2 pages**)

      a. Provide examples of activities undertaken by members of the research team and key study personnel of the partnering organizations that have promoted incorporating research evidence into clinical or operational change.

      b. How will the PI and the partnering organization decide to implement based on the research findings?

      c. What approaches will be taken by the PI and the partnering organization to implement research findings into practice and policy if implementation is deemed warranted based on the research findings? Include activities that will be conducted during and after the study period.

      d. What do you see as the impact from this project in five years?

      e. What are the practices and policies of the partnering organization concerning data sharing, publishing, and other dissemination activities?

V. <u>References & citations</u>

Section 4: Project Milestones and Key Activities (form)

List milestones and key activities to be completed during the grant term for the research goals. These relate to both the research component and any activities during the duration of the award that will facilitate knowledge transfer and implementation or integration of positive findings when the study is completed.

Section 5:

a. **Budget** (form)

The Donaghue Foundation will fund only those costs specific to conducting the proposed activities described in the application. The foundation will not pay to support facilities, equipment or salaries that are already supported through other funding mechanisms. Donaghue grant funds may not be intentionally applied for or used by any department or principal investigator when there are funds

currently allocated or available for the proposed project (or which appear to be reasonably assured) from other sources. See "Funding Commitment" in the Greater Value Portfolio program description for additional information on funding policies.

The foundation is willing to collaborate with other funding sources in support of a project, provided that the foundation is given assurance that the aggregate of funding does not exceed the project's costs. For budgetary purposes, the applicant may designate the partnering organization as a subcontractor. Any organization that is listed as a funding collaborator or a subcontractor must attest to their intent to participate in the project in letter form as part of this application. The letter must be signed by an authorized representative from the partnering organization and state the organization's intent to comply with the requirements of the research plan, foundation grant conditions and their capacity to provide the resources and/or personnel specified. (See Section 9 "Letters of Support.")

The request for Donaghue Foundation funding must be clearly accounted for in each budget category in the budget request forms that follow. A detailed description of the use of funds must be provided in the Budget Justification narrative and clearly specify any parts of the budget that will be used to support knowledge uptake components as described in Section 3-3 of the project description. If the proposed project will be supported in part by other funders, use the Budget Justification to list these sources and amounts of funds.

Project costs associated with the use of subcontractors must be itemized in the category labeled Other Expenses on the budget forms.

Annual Budget Form- Complete the form showing the funds requested from the Donaghue Foundation according to the breakouts described below for each 12 month period of funding.

Personnel: All team members should be listed here. Requested salaries should be for full- or part-time professionals or technical assistants who are normally paid from the research projects to which they are assigned. The Donaghue Foundation does adhere to the NIH salary cap guidelines.
Note: Team members should be listed in the personnel category along with the prinicipal investigator. *If a team member is from a different institution or organization*, only list their name, role, and percentage of effort in the personnel category, all cost information should be included in the "other expenses" category.
Note: percent effort on a project may exceed the percent of total amount requested, but percent of total requested may not exceed percent effort.
Equipment: Requests for items of equipment will be evaluated on their merit in relation to their importance to the project.
Supplies: Supplies included in the budget must be required for the conduct of the research project.
Travel: Funds to cover the cost of travel required for the research project may be included, as well as up to $2,000 for travel to scientific meetings related to the project.
Participant Costs: Include expenses related to subject reimbursement and other clinical and/or project costs related to subject participation in the research.

Other Expenses: Use this category to list all other project expenses including those assigned to subcontractors. Itemize all subcontractor costs by category.

Indirect: Indirect costs may be requested by the applicant institution, not to exceed 10% of direct costs exclusive of equipment purchases. Collaborators and subcontractor may also include overhead costs, not to exceed 10% of the subcontractor's direct costs exclusive of equipment purchases.

However, indirect costs may not be claimed by the applicant institution for direct costs which are used in the subcontractor's budget.

Total Cost for Proposed Project - Roll up annual costs for each project year.

b. **Budget Justification** (narrative)
Provide a brief and clear explanation of all significant expenses in the budget.

Section 6
Current and Pending Support (narrative)
Provide a summary statement of the specific aims for this project as having current or pending support. In cases where there is scientific and/or budgetary overlap, describe what adjustments will be made.

Section 7: Research Ethics (narrative)
1. In a brief statement, please provide evidence of specific education or training in research ethics, with specific attention to (a) protection of human research subjects, (b) avoidance of scientific misconduct, and (c) avoidance of conflicts of interest. If you are a clinician, please provide evidence of conversancy with health care ethics.

2. Briefly describe your data security and monitoring plan.

Section 8: Informed Consent of Human Subjects (attach form)
Safeguarding the rights and welfare of human subjects in projects supported under awards from the Donaghue Foundation is of foremost importance and is the sole responsibility of the grantee institution or organization accountable for the funds awarded and administratively responsible for the conduct of the project. For the Application, a draft or approved copy of the form(s) which will be used to obtain informed consent of human subjects must accompany the proposal. A copy of any clinical treatment protocols which will be used in the study must be available on request for review by the Scientific Review Committee.

Section 9: Letters of Support (attach in separate file)
The application must include the following.
1. A letter from the prinicipal investigator's department or section head who can attest to and monitor the PIs' work, time commitments and activities. The letter must indicate the principal investigator's qualifications conduct the proposed research at the sponsoring institution and the

level of commitment by the institution to support the researcher. The nature of appointment or other relationship, salary commitment if any, research time and space available, and amount of

The researcher's time to be spent on the project must be explicitly stated. The researcher's total time spent and available must not exceed 100%.

This letter must make clear the nature of the close and continuous collaborative relationship that exists between the principal investigator and the institution such that the continuity and depth of involvement are clear.

2. Letter from the partnering organization that attests to and confirms to the information provided in Section 3.III of the application.
3. Letter from the key team members that describe their support and relationship with the project.
4. Letter of support from any cooperating organization other than the partnering organizations.

Section 10: Curriculum Vitae (attach in separate file)
Curriculum vitae (abbreviated) for the principal investigator and for the team members must accompany the application using the NIH biosketch format. (If a member of the team does not have a curriculum vitae, please provide a resume.)

Section 11: Publications (attach in separate file)
You may include up to three publications which will assist the Scientific Review Committee in evaluating the principal investigator's ability to perform the work described

All applications not in compliance with the requirement listed above are ineligible for review.

To be considered, applications must be emailed to cloud@donaghue.org by **August 16, 2019**.

For further information on the application procedures and forms, please visit our website at www.donaghue.org or contact the Donaghue Foundation at (860)521- 9011 or email us at cloud@donaghue.org.

Application Summary

	Section #	Form Included?
Application Face Sheet	1	Yes
Project Summary	2	Yes
Project Description	3	No
Project Milestones and Key Activities	4	Yes
Budget	5a	Yes
Budget Justification	5b	No
Current and Pending Support	6	No
Research Ethics	7	No
Informed Consent of Human Subjects	8	No
Letters of Institutional Support	9	No
Curriculum Vitae	10	No
Publications	11	No