

Greater Value Portfolio

Statement of Purpose

The Donaghue Foundation Greater Value Portfolio grant award program will fund research projects for three, four or five years with a maximum amount of \$600,000 per award for the purpose of creating new approaches to achieving a higher value healthcare system. The goal of this program is to test new 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 their

- alignment with the purpose of the program
- the scientific merit of the research question and the appropriateness of the proposed methods
- the degree to which the past experience of the key personnel is related to the project goals and activities
- the appropriateness of the overall cost to the project goals and activities
- 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 by 5:00pm on July 31, 2017. Your electronic submission should contain three files only. Please do not include a cover letter.

1. The **application** should be labeled "**PILastName_df_app_GVP_submission year**" e.g., Smith_DF app_GVP_2017. Your document footer should also contain this file name.
2. All **publications** should be housed together in one PDF file labeled "**PILastName_df_publications.**"
3. Finally, all **letters of support** should be housed in one PDF file labeled "**PILastName_df_letters of support.**" Letters should contain signatures.

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 senior investigator and responsible institutional officer.

Section 2: Project Summary (narrative)

This summary must not exceed 250 words and must include the following:

1. Topic background and significance
2. Overall goals for the four-year project
3. The goals, aims, and methods of the research component

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 current approaches to disseminating the knowledge that has been gained from research previously done on the topic. Discuss the questions to be addressed and the long-term implications of the proposed work.
- II. Research component
 - a. Preliminary data **(1-2 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 **(5-6 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.
- III. Knowledge uptake component (1-2 pages)
 - a. Briefly describe the current state of dissemination of findings into practice from research on your selected topic. Describe the activities and plans that will address how your research finding may be translated into the next phase of incorporating it into practice, whether it is into a more refined research question, clinical practice, public health campaign, policy initiative, or other avenue.
 - b. Identify any key relationships with organizations that will have a significant impact on these activities.
- IV. References & citations

Section 4: Project Milestones and Key Activities (form)

List milestones and key activities to be completed during the grant term for the research goals.

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 senior investigator when there are funds currently allocated or available for the proposed project (or which appear to be reasonably assured) from other sources. See "Use of Grant Funds" 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. The foundation also allows for grantees to use subcontractors to conduct aspects of the work. 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 a responsible institutional officer and state the organization's willingness 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 10 "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: 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.

Note: Team members should be listed in the personnel category along with the senior 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 remuneration requested, but percent of total remuneration 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 and up to \$5,000 for travel to meetings to communicate with potential users of research products.

Subject 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 consortium or 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 a consortium 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

a: Current and Pending Support (form)

List sources of support for the senior investigator and team members (team members from non-academic institution may submit in resumes). For each listing, include: title of project, status (active, pending, planned, related or unrelated), source of funds, name of proposal's senior investigator, role of this Application's senior investigator and percent effort, entire period of support, and direct costs for current year.

b: Current and Pending Support (narrative)

Provide a summary statement of the specific aims for each project listed 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 Preparation (narrative)

In a brief statement, please provide evidence of the Senior Investigator's specific education or training in research ethics, with specific attention to (1) protection of human research subjects, (2) avoidance of scientific misconduct, and (3) avoidance of conflicts of interest. If the PI is a clinician, please provide evidence of conversancy with healthcare ethics. If other personnel in the study have human subject responsibilities, reference their training as it relates to this function.

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: Curriculum Vitae (attach)

Curriculum vitae (abbreviated) for the senior investigator and for the team members must accompany the application using the NIH biosketch format. Team members who are not employed by an academic institution should submit a resume.

Section 10: Letters of Support

The application must include two types of letters of support.

1. A letter from the senior investigator's department or section head who can attest to and monitor the PIs' work, time commitments and activities. The letter must indicate the senior 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 senior investigator and the institution such that the continuity and depth of involvement are clear.
2. Letter from the team members and cooperating organizations (if included in the project) should describe their support and relationship with the project.

Section 11: Publications (attach)

You may include up to three publications which will assist the Scientific Review Committee in evaluating the senior 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 received in the Donaghue Foundation office by **5:00 on July 31, 2017**.

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	6a	Yes
Current and Pending Support	6b	No
Research Ethics Preparation	7	No
Informed Consent of Human Subjects	8	No
Curriculum Vitae	9	No
Letters of Institutional Support	10	No
Publications	11	No