



Collaborative Care Grants for Nurse-Pharmacist Research Teams

PROGRAM TIMELINE AT-A-GLANCE:

Application Open: March 1, 2021

Deadline: May 3, 2021

Grantees Selected and Announced: July 2021

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Overview

Optimizing patient-centered, team-based care is essential to ensuring equitable, effective, and efficient health care. The American Nurses Foundation and the ASHP Foundation have joined in partnership to offer a competitive grant program to support innovative projects, co-led by nursing and pharmacy, to stimulate and demonstrate the impact of team-based care that enhances the safe and effective use of medications.

The American Nurses Foundation is the philanthropic arm of the American Nurses Association. The mission of the American Nurses Foundation is to transform the nation's health through the power of nursing. The ASHP Foundation is the philanthropic arm of ASHP. The mission of the ASHP Foundation is to support ASHP by advancing the professional practice of pharmacists and the pharmacy workforce by funding research and education that improves health outcomes through optimal, safe, and effective medication use.

This funding opportunity will culminate with the award of a single grant, valued at up to \$75,000, for a period of 18 months. The application can be found [here](#). **The application due date is Monday, May 3, 2021 at 11:59 PM PT.**

While this grant program is itself a collaboration, the ASHP Foundation is serving as the administrative center for applications and grant awards and management. Therefore, all questions regarding the RFP, materials submission, and grant award-related communications should be addressed to the ASHP Foundation at foundation@ashp.org.

All inquiries should be submitted via email; please do not call ASHP Foundation. Written inquiries and responses can then be shared with other potential applicants via this Frequently Asked Questions (FAQ) listing, which will be regularly updated. Please review the FAQ site [here](#) to see if your inquiry has already been addressed before submitting a question via email.

Eligibility

- Research must address a problem or opportunity in nursing and pharmacy practice related to optimizing medication use and outcomes.
- Nurse and pharmacist to serve as co-principal investigators.
- Individuals who previously served as a principal investigator on any ASHP Foundation or American Nurses Foundation grant are eligible to apply if all work, including journal submission of the study findings, on the previously funded research is complete.
- Other members of the health care team (Physicians, Physician Assistants, Behavioral Health Providers, Physical or Occupational Therapy, etc.) are encouraged, as appropriate, based on the problem in practice being addressed.
- Not-for-profit organizations, for-profit entities, and government agencies are eligible to apply to this program. If a for-profit entity or government agency is a grant recipient, the monetary award provided must be received and managed by a 501(c)3 not-for-profit organization. Applicant organizations must be in the United States of America to be eligible for the grant.
- **Not Eligible:** Current members of the ASHP/ASHP Foundation or American Nurses Foundation board of directors and staff are not eligible to serve as a member of an investigator team for this grant program.

Application Requirements

- The proposed research must:
 - Demonstrate the combined impact of nursing and pharmacy implementation and use of technology in medication use;
 - Measurable objectives;
 - Utilize research methods that support the study objectives;
 - Describe the impact that the results of the project will have on individual and organizational outcomes; and
 - Describe the potential to generalize findings.
- Proposal to include: the problem in practice and aim(s), the rationale and significance, expected outcomes, methods and plan, and baseline and target measures for each outcome.
- The study timeline must be specified and should not exceed 18 months from project initiation.
- The proposed research must be submitted to an institutional review board (IRB) for approval. Evidence of IRB approval must be provided upon acceptance of the grant award. Grant funds will not be disbursed until evidence of IRB approval, or exemption from review, has been received.
- The research must comply with the [NIH Policy and Guidelines on the Inclusion of Women and Minorities as Subjects in Clinical Research](#).
- The research must comply with the [NIH Inclusion Policy Involving Human Subjects](#).

Priority Considerations

- Studies that are patient-centered, such as: decrease patient harm; increase patient involvement in care; improve care transitions; reduce hospital admissions; improve quality of life and optimize resource utilization for patients with multiple co-morbidities.
- Research projects that include ongoing evaluation, such as baseline and at least 2 additional measures for identified metrics.
- Preference to be given to projects that include measurements of team-based care or team-functioning as well as problem-specific measures.

Funding Information

From among the pool of applications, a single grant will be awarded to provide funding for the proposed project and is not intended for long-term support of research programs. Your project budget may include facilities and administrative cost rates that do not exceed 8% of the total requested budget. Grants will be awarded to individual projects and the funds will be disbursed directly to the sponsoring institution for administration.

Funds may not be applied to:

- Resident salaries and/or benefits;
- Ongoing general operating expenses and/or existing deficits;
- Purchase of permanent equipment, facilities, or other capital costs;
- Endowment contributions; and
- Stipends or loans.

Funding is generally available for:

- Salary support or consulting for study personnel including biostatisticians and other consultants;
- Institutional review board fees;
- Consumable supplies and services;
- Patient expenses/reimbursement;
- Requests to purchase specialized equipment with a unit cost of more than \$500 will be considered. Justification for this expense must be documented. Supplies and equipment remain the property of the affiliated institution at the close of the grant period.
- Travel to present project findings up to \$1,500 per co-investigator. Travel exceeding this range may be submitted for approval following completion of study to cover additional presentation opportunities that enhance dissemination of results; and
- Facilities and administrative cost rates that do not exceed 8% of the total direct costs.

Budget changes must be preapproved. A prior written request and justification must be directed to the ASHP Foundation (foundation@ashp.org) before any funds can be moved or reallocated.

Grant Recipient Responsibilities

All inquiries and notifications are to be submitted to the administering organization, the ASHP Foundation, at foundation@ashp.org.

- The grant period of activity will begin upon notice of grant award and will expire based upon the proposed project timeline and a maximum of 18 months after the initial notification.
- Following initial disbursement of funds, the grantees must submit Progress Reports every six (6) months, until project completion, addressing the following:
 - Progress toward completion of activities included on the study timeline for the timeframe in question;
 - Any protocol modifications and documentation of IRB review and approval of such modifications; and
 - A summary of all adverse events associated with execution of the study during the quarter in question and documentation of IRB review of such adverse events.
- Within 60 days of study completion, the grantees must submit a Final Research Report. This report will be submitted via a survey and must include:
 - A summary of the study results including statistical analysis, if applicable;
 - Preliminary conclusions;
 - A summary of all adverse events associated with execution of the study and documentation of IRB review of such adverse events;
 - A summary of all protocol modifications and documentation of IRB review and approval of such modifications;
 - Lessons learned, including barriers and facilitators;
 - Implementation recommendations; and
 - Specific plans for presentation and publication of the study findings.
- Within 60 days of submission of the Final Research Report, the grantees must submit a system-generated Final Financial Report. This report must include a complete and full accounting of the expenditure of grant funds related to the execution of the study.

- Any unused funds must be returned by the grantees within 120 days of submission of the Final Financial Report.
- If, for any reason, the grantees do not complete the project, the senior investigator must provide written notice within 30 days of study termination. Within 60 days of study termination, the grantees are required to complete the Final Research Report and a system-generated Final Financial Report and return any unused funds as described above.
- The grantee may request one grant extension. Only one extension will be granted for any study. The project must be completed and all other requirements of the grant fulfilled by the end of the extension period.
- If the findings of the above-named study are presented at a national pharmacy meeting, ASHP retains the right of first refusal for presentation of the study and its findings at an ASHP meeting.
- Study results are required to be submitted to a peer-reviewed scientific journal within 6 months of study completion. If the study results are submitted to a pharmacy journal, the *American Journal of Health-System Pharmacy* retains the right of first refusal for publication. If the study results are submitted to a nursing journal, the *Online Journal of Issues in Nursing (OJIN)* retains the right of first refusal for publication.
- A co-principal investigator will provide notification when the study findings are published and presented.
- All presentations, publications, and other communications regarding this study must include the following acknowledgement: "This study was funded (or partially funded) by a research grant from the American Nurses Foundation and the ASHP Foundation."
- By accepting this award, the grantee agrees to undertake all reasonable efforts to complete the study and take responsibility for fulfilling the terms described within the award letter.
- The recipient institution is responsible for the actions of its employees and other research collaborators, including third parties, involved in the proposed research. The recipient institution will inquire into and, if necessary, investigate and resolve promptly and fairly all instances of alleged or apparent research misconduct related to this sponsored research in accordance with federal regulations on research misconduct.
- The recipient institution must report promptly any incident of alleged or apparent research misconduct involving this sponsored research that it judges as warranting investigation and must advise of any decision to initiate an investigation. The recipient institution must also provide notice if it intends to close a case at the inquiry or investigation stage based on an admission of responsibility, settlement, or for any other reason.
- If a misconduct investigation has been initiated, the recipient institution must take any necessary steps, in addition to its normal and ongoing responsibilities under the grant, to protect human subjects, protect the scientific integrity of the project, provide reports, and ensure the proper expenditure of funds and continuation of the project during the investigation, if appropriate.
- In addition, we may withdraw approval of the principal investigator or other key personnel, disallow costs associated with the invalid or unreliable research, suspend or terminate, in whole or in part, the grant award.

Grant Selection Criteria

Using the following criteria (Table 1), reviewers will provide scores to reflect their assessment of the proposed

study for each of the following components: specific aims and hypothesis; rationale and significance; innovation; investigators and environment; approach (study methods); and scope and timeline. Additionally, reviewers will give the submission an Overall Funding Priority Score (Table 2). Use the below criteria and questions to self-assess your proposal submission.

Table 1: Criteria Based Scoring (Maximum = 100 points)	
<p>Specific Aims and Hypothesis</p> <p><i>20 points max</i></p>	<ul style="list-style-type: none"> - Study aims consistent with the specific grant program focus; - Research question(s) is clear and well-defined; - Objectives and outcomes are measurable and meaningful; and - The number of objectives is reasonable based on available funding.
<p>Rationale and Significance</p> <p><i>10 points max</i></p>	<ul style="list-style-type: none"> - Investigators clearly explain why this study should be undertaken; - Study addresses an important care delivery area; - Adequate review of the relevant literature is included in the proposal; - Investigators identify gaps in the existing evidence base and propose how the study will fill those gaps; - Does it lead to enhanced patient or population outcomes? If it is a clinically-based study, how will the results be used to inform current practice? - Are the next logical stages of research beyond the current application included?
<p>Innovation</p> <p><i>10 points max</i></p>	<ul style="list-style-type: none"> - Project is original and innovative; - Develops or employs novel approaches or methodologies, tools, or technologies for this area; - Outcomes of the study will advance methods, technologies, services, or preventative interventions.
<p>Investigators and Environment</p> <p><i>15 points max</i></p>	<ul style="list-style-type: none"> - Co-principal investigators (Co-PI) and other key personnel are appropriately trained and well suited to carry out this work; - Proposed research is appropriate to the experience level of the Co-PI and the other members of the research team (Team); - Co-PI and research team bring complementary and integrated expertise to the project; - Team is interdisciplinary in its composition; - A biostatistician is included on the team or support is documented; - Proposal demonstrates that the environment in which the work will be done contributes to the probability of success including evidence of institutional support.
<p>Approach</p> <p><i>40 points max</i></p>	<ul style="list-style-type: none"> - Conceptual or clinical framework, design, methods, and analyses are adequately developed, well-integrated, well-reasoned, and appropriate to the aims of the project; - Study methods and procedures are described and include, when applicable: appropriate study design; sampling techniques and a description of the population from which the sample will be recruited; controls; procedures for collection, storage, and quality control of data for the major outcome variable, secondary outcomes, and other covariates; assurance of availability of subjects and/or facilities to be used; feasibility of plans for recruitment and retention of subjects; and plans for data analysis including biostatistics support; - The budget is sufficiently justified: purchases explained, including the need for particular materials, software and equipment, other funding opportunities explored. - A dissemination plan is included, such as, examples of conference presentation possibilities, publication intent or other channels/formats.
<p>Scope and</p>	<ul style="list-style-type: none"> - Evidence is included that the study can be completed in the proposed time period, such

Timeline <i>5 points max</i>	as pilot data and/or baseline data demonstrating sufficient patients/subjects; and - Investigators justify that the proposed timeline is realistic.
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Table 2: Overall Funding Priority Score			
Impact	Score	Descriptor	Additional Guidance on Strengths/Weaknesses
High	1	Exceptional	Exceptionally strong with no weaknesses
	2	Outstanding	Outstanding
	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 also 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
Weakness: <ul style="list-style-type: none"> • Minor Weakness: An easily addressable weakness that does not substantially lessen impact. • Moderate Weakness: A weakness that lessens impact • Major Weakness: A weakness that severely limits impact. Note: A score of 5 is a good, medium-impact application.			

Additional Review Considerations:

In the written review and during the review call, reviewers will also address protection of human subjects, inclusiveness, patient privacy and safety protections, and budget/budget justification.

Protection of Human Subjects from Research Risk:

Do the investigators adequately address human subjects’ protections?

Inclusiveness:

Does the research plan address gender, racial and ethnic minority balance?

Privacy and Security Protections for Patients:

Do the investigators adequately address patient privacy and safety issues?

Budget:

Are the proposed budget and budget justifications reasonable, and is the requested period of support appropriate in relation to the proposed research?

Itemized Application Instructions

All applications and materials in response to this call for proposals are to be submitted online, through the application system managed by the ASHP Foundation, [here](#). Further application instructions and context-

specific help features can be found in the online application portal.

An opportunity to **pose questions and receive answers** regarding this application and process is being offered through a **webinar on Tuesday, March 23 at 3:00pm ET**. [Register here](#).

During the application period, any clarifications or adjustments to these guidelines will be posted to a Frequently Asked Questions site, which will be regularly updated. Please review the FAQ site [here](#) to see if your inquiry has already been addressed before submitting a new question. You are encouraged to use any noted adjustments in the preparation of your application.

Project:

- Study Title
- Project Period: Up to a maximum period of 18 months
- Total Budget Requested: Cannot exceed \$75,000. (Please note that the total budget is inclusive of the 8% for facilities and administration)
- Why is this Research Important: Paraphrase your abstract into lay language in 3 to 4 sentences that answers the question, "Why is this research important?"

For Each Co-Principal Investigator

- ASHP or ANA Member ID (optional)
- Degree(s)
- Position title.
- Institution/Organization name.
- Physical mailing address at place of employment.
- Business telephone number at place of employment.
- Email address that is most commonly used for frequent communication.
- Percent effort is the total percentage of the investigator's time that he/she will commit to this study. For example, if an investigator works 50 hours per week and expects to commit 5 hours per week to the study, his/her percent effort would be 10%.

Sponsoring Institution and Grant Officer

- Not-for-profit organizations, for-profit entities, and government agencies are eligible to apply to this program. If a for-profit entity or government agency is a grant recipient, the monetary award provided must be received and managed by a 501(c)3 not-for-profit organization. The institution must be in the United States of America to be eligible for the grant.
- The sponsoring institution is the location at which the research will be conducted. Grant checks will be made payable to the institution name listed.
- List the grant officer at the sponsoring institution who will be responsible for monitoring of grant fund use. For institutions that do not have internal grants management divisions, the institution must identify an appropriate entity (e.g., related healthcare foundation) to receive the funds and monitor their use.
- Title of the grant officer must directly reflect an appropriate individual to receive the funds and monitor their use.
- Physical mailing address of the grant officer that all grant correspondence will be sent to.
- Business telephone number of grant officer.
- Email address that is most commonly used for frequent communication.

Other Investigators

- All other professionals engaged in project for whom salary support is NOT being requested must be named here with their credentials, institution name and department/division, email address, and percent effort dedicated to this study. If institutional in-kind contribution of time for these members of the investigator team will be required for completion of the proposed research, a support letter that confirms this institutional support should be included.
- Provide: Full Name, Title & Credentials, Institution Name, Department/Division, Email Address, and % Effort.

Detailed Budget

(a) PERSONNEL

All personnel for whom salary support is requested must be named in this section. Salary support is available only for study personnel (e.g., technical personnel; clerical personnel; and other professional personnel.) Resident salaries and fringe benefits are not allowed under this grant program. Strong consideration should be given to allocating a portion of the budget to support biostatistics consultation. In the personnel budget justification section, provide a detailed justification that describes each individual's role. The budget justification should correspond directly to the project plan.

(b) CONSUMABLE SUPPLIES

All consumable supplies must be itemized as to description, number, cost per unit, and total cost. If exact costs are not known, estimates must be provided. Provide a detailed justification for each budget item. The budget justification should correspond directly to the project plan.

(c) TRAVEL

Only travel costs essential to the conduct of the project are eligible for funding. Travel to present project findings is acceptable in the range of \$1,000 to \$1,500 per project. In the travel budget justification, provide a detailed justification for each budget item. All travel to present study findings should be supported through grant or institutional funds. Estimated costs for meeting registration fees, airfare, lodging, meals, and ground transportation must be provided.

(d) OTHER EXPENSES

All other expenses not already specified must be itemized and justified in relation to the project. Permanent equipment, facility construction or renovation, and software are not eligible for funding. Provide a detailed justification for each budget item. The budget justification should correspond directly to the project plan.

(e) FACILITIES AND ADMINISTRATIVE COSTS

Requests for support for facilities and administrative costs rates cannot exceed 8% of the direct costs. TOTAL budget should be the same as Item I (d).

Supporting Documents Required

(a) UPLOADS

Description of proposed research plan on no more than ten (10) pages (using 11 point font or larger, 8.5 x 11 inches paper, 1-inch margins, single spacing and single-sided pages) with numbered pages under each of the following nine (9) headings in the stipulated order:

1. Abstract of proposal (limit to one page)
2. Specific Aims and Hypothesis
3. Rationale and Significance
4. Innovation
5. Investigators and Environment
6. Approach

- Detailed study procedures;
 - Power calculation, if applicable;
 - Plans for data analysis; and
 - Procedures for recruitment, retention, and protection of subjects, if applicable
7. Human Subjects/Inclusiveness/Privacy
 8. Scope and Timeline
 9. References

Including the abstract and references, the narrative of the project plan may not exceed ten (10) pages (using 11 point font or larger, 8.5 x 11 inch paper, 1 inch margins, single spacing and single sided pages). Applicants should strictly comply with font size, paper size, spacing and page limit requirements.

(b) BIOGRAPHICAL DATA

The biographical sketch is required for the principal investigator and must list all of their peer reviewed publications and should be submitted in the format acceptable by the NIH and AHRQ, links included below. Submission of biosketch information is recommended but optional for other research team members.

	Date Posted	Blank Format Page Available at site below:
Biographical Sketch Format Page (non-fellowship)	3/2020	https://grants.nih.gov/grants/forms/biosketch.htm

(c) CERTIFICATION AND ACCEPTANCE

This certification must be signed by the principal investigator and the grant officer. *If the principal investigator is a new researcher, the designated mentor must also sign the form.