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| Proposed Project Title: |
| Principal Investigator: |
| Pronouns: |
| Department: Current Title: |
| Do you have a UVM Faculty Appointment? YES  NO |
| Campus Address: |
| Email: Phone: |
| Has your proposal been sent to the IRB? |

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| Co-Investigators | Department | Email |
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Please add additional lines if needed.

**Required Application Materials**, please submit as a single .pdf document, check each item as completed:

This application **Cover Page** with contact information for the Principal Investigator and any co-Investigators.

One-page **Statement of Intent** including; why you’re interested in applying, details of your commitment to patient and family-centered care and education, and your qualifications specific to your proposal.

Two-page **Description** of your proposed project or use of the funds using the Checklist for Two-page Description.

A detailed **Budget** for salary support and project resources. Please use the Budget Template.

**Curriculum Vitae** for each investigator.

**Letter(s) of Support**. Each investigator must provide one letter of support from their division chief, chair, or supervisor confirming qualifications and support to undertake your proposed project. You are highly encouraged to include letters of support from other relevant entities that will be involved in the completion of your proposed project (e.g., IT/tech services, community partners, Simulation Lab, stewards of physical spaces).

Proposals should be submitted electronically by **March 1, 2025** to:

The Frymoyer Scholars Committee  
The Teaching Academy  
[Teaching.Academy@med.uvm.edu](mailto:Teaching.Academy@med.uvm.edu)

Please answer the following questions using no more than one page:

1. Why are you interested in applying for the Frymoyer Scholars Program?
2. Please list details of your commitment to patient and family-centered care and education.
3. What are your qualifications specific to your proposal?
4. Do you have anything else to add?

Submit a two-page Description of your proposal that includes the following details. Please check each item as completed:

Purpose of the proposed project or curriculum.

Goals that ultimately reflect patient/family centered approach to care, humanistic provider-patient relationship.

Objectives/outcomes of the project consistent with purpose and goals.

Description of Project or Curriculum.

Need and rationale supported by existing scholarship and literature review (include how the project advances knowledge and/or research).

Underlying theoretical or conceptual framework (Please utilize an evidence-based framework. Examples are listed in the Frymoyer Scholars Program Toolkit).

If relevant, methods, educational strategies, e.g., Problem Based learning, Team Based Learning, Simulation, Flipped classroom, Concept mapping, Workshop.

Institutional Review Board approval, as needed.

Projects and related, funded activities (other than publications resulting from the work) should be designed and paced to be completed in two years. Include a detailed timeline for the two-year project.

Evaluation Plan (Include completed Evaluation Plan Worksheet or Logic Model Worksheet).

Plan for dissemination.

*Please note:*

*An Evaluation Plan is a required element of the application. You may use an evaluation model of your choice. If you use the Logic Model (see next section), you can skip this worksheet and complete the Logic Model Worksheet. Information about two models, the Kirkpatrick Model and the Logic Model, is available in the* [*Frymoyer Scholars Program Toolkit*](http://www.med.uvm.edu/teachingacademy/frymoyer-scholars-program-toolkit)*. The Kirkpatrick Model is particularly useful for identifying and differentiating between intended outcomes.*

An Evaluation:

* Identifies merit, value, and worth of project
* Assesses degree to which a project reaches stated goals
* Reports information collected for project activities and outcomes

Name of Evaluation Model Used: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Evaluation Goal:

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List program’s intended outcomes (may be short-term, mid-term, or long-term):

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Purpose of the evaluation:

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Methods used to collect data:

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Measures of success:

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Plan for dissemination of evaluation findings:

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Potential audience:

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Plan for using evaluation findings:

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Short term Medium term Long term

What do we anticipate will happen as a result of this program?

What resources are required?

What activities are critical and/or unique?

What products or behaviors result from this program?

**Purpose**

**Inputs**

**Activities**

**Outputs**

What is the problem?

**Outcomes**

Adapted from Van Melle E. Using a Logic Model to Assist in the Planning, Implementation, and Evaluation of Educational Programs. Academic Medicine. Vol. 91, No. 10, October 2016. DOI:[10.1097/ACM.0000000000001282](https://doi.org/10.1097/ACM.0000000000001282)

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| **Budget Items** \*Add rows as needed | **Funds Requested Year 1** | **Funds Requested Year 2** | **Examples:** |
| **I. SALARY/ ADMINISTRATIVE/TECHNICAL SUPPORT** | | | *Examples:* |
| 1. |  |  | *Faculty Time* |
| 2. |  |  | *Clerical support* |
| 3. |  |  | *Data entry; programming* |
| 4. |  |  | *Sim techs; SPs* |
| **Salary/Administrative/Technical Support - Subtotal** |  |  |  |

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| **II. SUPPLIES/MATERIALS** | | | *Examples:* |
| 1. |  |  | *Copies/duplication* |
| 2. |  |  | *Mailings* |
| 3. |  |  | *Survey instruments* |
| **Supplies/Materials - Subtotal** |  |  |  |

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| **III. DATA MANAGEMENT/TRANSCRIPTION** | | | *Examples:* |
| 1. |  |  | *Data transcription* |
| 2. |  |  | *Data analysis* |
| 3. |  |  | *Data storage* |
| **Data Management/Transcription - Subtotal** |  |  |  |

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| **IV. RESEARCH INCENTIVES** | | | *Examples:* |
| 1. |  |  | *Reasonable incentives* |
| 2. |  |  | *for study participants* |
| **Incentives - Subtotal** |  |  |  |

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| **V. HARDWARE ESSENTIAL TO CONDUCTING RESEARCH** | | | *Examples:* |
| 1. |  |  | *Computer/iPad* |
| 2. |  |  | *Simulation material* |
| **Hardware - Subtotal** |  |  |  |

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| **VI. COMMUNICATIONS** | | | *Examples:* |
| 1. |  |  | *Web/phone conference* |
| 2. |  |  | *Poster design/printing* |
| **Communications - Subtotal** |  |  |  |

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| **VII. TRAVEL** | | | *Examples:* |
| 1. |  |  | *Conference travel* |
| 2. |  |  | *Professional dev. travel* |
| **Travel - Subtotal** |  |  | *Training registration* |

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| **VIII. USE OF SPECIALIZED FACILITIES** | | | *Examples:* |
| 1. |  |  | *Sim lab space* |
| 2. |  |  | *demo kitchen* |
| **Facilities - Subtotal** |  |  | *recording studio* |

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| **YEARLY TOTALS** |  |  |  |
| **GRAND TOTAL** |  |  |  |

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| **BUDGET JUSTIFICATION** |
| I. Salary/ Administrative/Technical Support *(e.g., faculty time, clerical support, data entry, Sim techs, SPs)* |
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| II. Supplies/Materials (*e.g., duplication, mailings*) |
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| III. Data Management/Transcription (*e.g., data storage, analysis, transcription*) |
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| IV. Research Incentives (*reasonable incentives for study participants*) |
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| V. Hardware essential to conducting research (*if not provided by institution, such as computer, iPad, simulation material*) |
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| VI. Communications (*e.g., web/phone conferences that are not provided for free, poster design/printing*) |
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| VII. Travel *(e.g., conference travel, professional development travel, training registration)* |
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| VIII. Use of Specialized Facilities *(e.g., Simulation lab space, demo kitchen, recording studio)* |
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