**Department of Emergency Medicine at the University of Colorado School of Medicine Diversity, Equity, and Inclusion Seed Grant Program**

**Purpose**:

The Department of Emergency Medicine (DEM) at the University of Colorado School of Medicine is providing a funding opportunity to promote Diversity Equity and Inclusion(DEI) education and training for all levels of learners. The seed grant opportunity is intended to stimulate evidence based educational DEI projects. This cycle will focus on opportunities to build on the 2020 Virtual Emergency Medicine URiM Externship (Course Director, Dr. Ward-Gaines MD see link below). Awards will be reviewed for merit and feasibility in the one-year timeline. Applicants may request up to $5,000, and up to two awards will be funded.

**Application Deadlines: By 11:59 PM Mountain Time on each date**

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| Mandatory Letter of Intent (LOI) Due: | 11/27/2020 |
| Application Due, if LOI Accepted : | 12/17/20 |
| Earliest Anticipated Start Date: | 01/18/21 |

**Eligibility:**

All Denver Health and Anschutz Medical Campus-based faculty with a primary full-time appointment in the DEM, and emergency medicine residents, are eligible to apply as project leads. Collaborators from other departments or institutions are permitted but cannot receive direct funding from the program. The Departmental DEI Educational Lead, Jacqueline Ward-Gaines MD, will be a mentor for all funded projects as they build on the Externship.

**Grant Application Process:**

1. Applicant will submit a letter of intent as pdf attachment via email to Dr. Ward-Gaines.
2. After LOI approval, applicant will prepare the proposal for on-time submission.
3. The anticipated time for projects will be 12 months. Permission must be obtained to extend the grant period and will depend on progress and circumstances.
4. Proposals will be reviewed by a committee of internal reviewers with appropriate expertise. The final decision will be made by the DEI Education Lead with guidance from the DEM Chair or designee. Reviewers will provide specific critiques and suggestions to the applicant, for both funded and unfunded proposals.

**Proposal Requirements and Format:**

1. Grant proposal must describe a realistic scope of the project with clear goals, significance, methods, and expected outcomes of the project, highlighting any new or creative directions from the 2020 Virtual Emergency Medicine URiM Externship.
2. Project must describe a likelihood of leading to peer-reviewed publication. Future directions and the potential for extramural support must be described.
3. Project must be of appropriate scope for one year of funding.
4. Application should be 5 pages maximum including references and should detail specific aim(s), background approach, limitations, and a dissemination plan. In addition, the applicant must submit a CV for all key personnel(trainee and mentor).
5. Line item budget and budget justification must be included. Costs not allowable without special justification and pre-approval include faculty or resident salaries, most equipment (including computer hardware or software), travel, cost of reprints, books, journals, and basic office supplies. It is recommended that applicants review their budgets with the DEI Education Lead prior to submission.
6. Investigators whose project is funded under this program will be expected to:
7. Provide a 6-month progress report.
8. Provide a final report within 2 months after completion of the project (typically 14 months after funding).
9. Present the findings of their scholarship at departmental research and educational meetings
10. Submit the findings of their scholarship to a peer-reviewed journal
11. Acknowledge the funding source on all presentations and publications
12. Future grant applications resulting from data from this funding source must be routed through the DEM.
13. If this is a research project involving human subjects (including students or other trainees), a copy of the application to the COMIRB must be included. The study does not need to be approved prior to submitting your grant application. However, before payment for the grant can be made, a copy of the letter stating that the project is approved or that approval was not necessary must be submitted.

**Review Process:**

Proposals will be judged by an internal review committee based on the criteria listed below:

* *Intellectual Merit*: Merit and quality of research, scholarship, or creative work to disseminate, advance or continue application of DEI knowledge and improve the quality of DEI training in medical education particularly amplifying the 2020 Virtual Emergency Medicine URiM Externship
* *Impact*: Potential to benefit educational practice of DEI discipline, patient outcomes, DEM, the School of Medicine, University at large or society
* *Inter-/multidisciplinary*: Potential to foster DEI medical educational collaborations and partnerships within DEM, School of Medicine ,University at large or on a multi-institutional basis across disciplines; team development for future collaborations.
* *DEI*: potential to increase URM involvement in scholarship and education, special consideration given to diverse learner-mentor teams

**Questions**

All inquiries and communications should be addressed to Jacqueline Ward-Gaines MD, DEI Education Lead Department of Emergency Medicine at jacqueline.wardgaines@cuanschutz.edu

2020 Virtual Emergency Medicine URiM Externship-

https://docs.google.com/document/d/1Fc1HkkLipUyATrv9mdmkjovNhZVKewLD51kNC5puP2Y/edit?usp=sharing