

# Denver Health Residency in Emergency Medicine Resident Research Grant

Please read these instructions carefully. Applications that do not follow these instructions with regard to typesize, length, format, and supporting documentation will not be reviewed. If the grant application deadline has not passed, the application may be resubmitted after deficiencies are addressed. No extension of the deadline will be granted to allow resubmission for each cycle. Late applications will not be considered.

**Before submitting your application, please be sure that the following items have been addressed:**

- Face page is included as the first page of the application packet and is fully completed
- Type size must be Arial 11 pt.
- IRB/AUC approval is required prior to beginning the study and funds will not be released until written approval is provided (for multi-centered studies, approval from or evidence of submission to IRB/AUC for all sites is required)
- Clearly stated specific aims and research hypotheses, as appropriate
- Signed Statement of Conditions is included in application packet
- Letters of support from Mentor and collaborators are included in application packet
- To submit, please complete the provided application packet and send the completed application as a single PDF document to [Emily.Caruso@dhha.org](mailto:Emily.Caruso@dhha.org).

## **DHEM RESIDENT RESEARCH GRANT PROGRAM GENERAL INFORMATION**

### **Funding Cycle 1**

Deadline for receipt of application	October 1
Notification of award	December 1
Funding Period	January 1 – December 31
Interim Progress Report Deadline	July 1
Final Progress Report Deadline	January 31

### **Funding Cycle 2**

Deadline for receipt of application	April 1
Notification of award	June 1
Funding Period	July 1 – June 30
Interim Progress Report Deadline	January 1
Final Program Report Deadline	July 31

Completed applications should be sent to [Emily.Caruso@dhha.org](mailto:Emily.Caruso@dhha.org).

### **INTRODUCTION**

The DHEM Resident Research Grant awards funds to support the development of research in emergency medicine. The goals of the DHEM Resident Research Grant Program (RRGP) are to: (1) promote research within the specialty of emergency medicine (or within closely related disciplines); (2) advance emergency medical care; and (3) facilitate the academic growth and development of future researchers in emergency medicine and thereby invest in the future of the specialty of emergency medicine.

The DHEM Resident Research Grant attempts to maximize the applicant's educational experience in research while producing the best science. The educational agenda is best accomplished in an organized program of instruction on research methods in addition to the completion of the project itself.

A maximum of \$5,000 will be awarded for each approved grant application. Funds are not to be used for capital equipment purchases (i.e., equipment costing more than \$500 with a life of over one-year), faculty salary support, publication costs, or institutional overhead. Funds for travel may be allowed as long as it directly relates to the scope of work or involves presentation of results from the project at a scientific meeting.

### **DEFINITION OF EMERGENCY MEDICINE RESEARCH**

Emergency medicine research is broadly defined as scientific investigation designed to furnish new knowledge relating to emergency medical care. Such investigations may focus on basic science, clinical, preventive medicine, epidemiology, health care policy, or emergency medicine teaching and education.

### **QUALIFICATIONS AND RESPONSIBILITIES OF THE INVESTIGATORS**

DHEM Resident Research Grants are **available to any resident physician in good standing in the Denver Health Residency in Emergency Medicine for the proposed funding period**. The resident must have a faculty mentor who is capable of ensuring the successful completion of the proposed project. A resident may competitively apply in succeeding years for other projects. Fellows are not eligible for this funding program.

It is required that the applicant submit a **letter of support** from the mentor, and- when applicable- members of the mentorship group, as well as all co-investigators. This letter must describe the mentor's and the resident's roles and responsibilities in the proposed project. The mentor should have an MD, DO, PhD or equivalent degree. The mentor should also have proven ability to pursue independent research as evidenced by original research publications in peer-reviewed journals or funding from extramural sources. The mentor may be in any department within the applicant's institution.

### **INSTITUTIONAL SUPPORT**

The applicant and mentor assume responsibility for conducting the research projects and supervising the work of the resident and associate investigators. The applicant and mentor must demonstrate that access to a suitable caseload or patient population will be available for study during the funding period if a clinical research project is proposed. If a basic science or nonclinical project is proposed, the applicant must show that adequate and appropriately equipped laboratory space will be available during the funding period. **Research involving animals or human subjects must be approved by the institutional review board (IRB), or its equivalent. IRB approval must be documented prior to dispensation of RRGF funds.**

### **EVALUATION OF APPLICATIONS**

Each application will be reviewed by emergency medicine specialists who are involved in basic, epidemiologic, or clinical emergency medicine research. Each application will be judged by the: (1) educational experience for the resident, including a program of instruction on research methods and the format for evaluating the progress of the award year; (2) role of the resident applicant in the initiation, development, conduct, and reporting of the project; (3) scientific content and merit of the research project, including significance, hypotheses, methodology, analytic plan, sample size calculations, and plan for dissemination; (4) qualifications and role of the mentor or mentorship group; and (5) appropriate budget and timeframe for the project. There should be an acknowledgement that the resident is the author of the grant application. The final funding decision will be made by the administrators of the RRGF.

### **TERMS OF THE GRANT**

#### Change of Status of Designated Mentor or Resident

If the named mentor or resident changes affiliations or ceases research in the field for which the award was made, the award will terminate and the remaining balance will be returned to the DHEM Resident Research Grant Program.

#### Location of Work

Grants are awarded for investigations in the United States at an accredited medical school, medical center, or institution affiliated with a university teaching program. The mentor will make all arrangements for conduct of the proposed research projects.

#### Financial Support

Funds will be made available to the resident via the DH Residency Program. The RRGF will not be responsible for institutional overhead. Detailed audited financial reports may be required.

#### Limitations on Grants

The RRGF is not fiscally responsible for funds necessary for the project's completion. Funds are not to be used for capital equipment purchases (i.e., equipment costing more than \$500 and with a life of over one year), faculty salary support, publication costs, or institutional overhead. Funds for travel may be allowed as long as it is directly related to the scope of work or involves presentation of results from the project at a scientific meeting.

**SUPPORT FACILITIES**

The mentor must submit letters of support if the proposed project uses facilities not routinely available to or directly under the supervision of the sponsoring program.

**PUBLICATIONS**

All discoveries resulting from work supported in part by the RRGP should be made available to the public and scientific community through approved scientific channels such as national meetings and peer reviewed publications. Publications must acknowledge the support of the RRGP.

**PROGRESS REPORTS AND MONEY MANAGEMENT**

The mentor and resident are required to submit a six month progress report and a final progress report by the dates indicated for each funding cycle. Additional reports may be required. Failure to provide such reports will delay availability of funds. The RRGP will maintain the copyright of all such reports. Progress reports must include an accounting report using Generally Accepted Accounting Procedures showing the distribution of funds with a signature from an institutional official (e.g., accountant, grants manager, administrator from the Office of Sponsored Research). The RRGP allows up to 25% of funds to be carried over from one cycle to the next.

**STATEMENT OF CONDITIONS  
DENVER HEALTH EMERGENCY MEDICINE  
RESIDENT RESEARCH GRANT PROGRAM**

It is understood that any Resident Research Grant approved by the Denver Health Emergency Medicine Resident Research Grant Program will be made with the following conditions:

1. Institutional overhead is not allowed.
2. The principal investigator's institution is associated or organized for humanitarian purposes and is not a profit making organization.
3. All reports of work achieved with this grant will acknowledge the support of the RRGP.
4. Any discovery that arises from work supported in part by the RRGP will be submitted for publication.
5. Independent progress reports by the applicant will be submitted to the RRGP mid-project, and within thirty (30) days of completion of the funding period. Additional reports may be required.
6. If all requirements are met, funding will begin on the date indicated for each funding cycle. The RRGP reserves the right to terminate payments under this grant at its sole discretion.
7. If the named principal investigator leaves the institution or terminates research in the designated field, all remaining funds revert to the RRGP. If unused funds exist at the completion of the project, all remaining funds revert to the RRGP.
8. Patent rights will conform to institutional standards.
9. No research proposal will be funded unless the principal investigator affirms:
  - a. That the investigation(s) proposed in this application are endorsed by the Animal and/or Human Subjects Committee or other designated body of the mentor's institution, and
  - b. That any research involving human subjects conforms with the principles of the Helsinki Code of the World Medical Association, and
  - c. Research involving animals or human subjects must be approved by the institutional review board (IRB), or its equivalent, and a copy of the approval will be provided to the RRGP. IRB approval must be documented prior to dispensation of funds.
  - d. That research involving vertebrate animals will conform with the "Guiding Principles in the Care and Use of Animals" as approved by the Council of the American Physiological Society.
  - e. Research involving vertebrate animals must have approval from the institutional Animal Care and Use Committee and a copy of the approval will be provided to the RRGP. IACUC approval must be documented prior to dispensation of funds.

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	Signature of Principal Investigator			Type Name of Principal Investigator
<hr/>	Date	<hr/>	/	<hr/>
	Signature of Mentor			Type Name of Mentor