

University of Maryland School of Medicine  
Program in Health Equity and Population Health (HEPH)

**--Call for Proposals--**

**Deadline: April 19, 2024**

**About the Program in HEPH:** The Program, housed within the School of Medicine, is a research-focused entity that aims to support the elimination of health disparities in Baltimore City, Maryland, and beyond through research, education, and community engagement. The Program provides opportunities for networking, educational opportunities, and support for external grant submissions.

**Description of Pilot Funding:** This initiative will provide resources to stimulate new or existing research collaborations that will generate preliminary data to assist the design of a larger project and future funding at an R01 level. Through funds provided by the SOM Dean's office, the Program will be awarding seed grants in 2023. In preparation for this mechanism, the Program has been hosting Lightning Talks to connect with on-campus expertise and organize research collaboration between faculty and stakeholders in the community. We strongly encourage those who intend to apply for a seed grant to present a Lightning Talk, however, this is not a requirement for submission. For those interested in presenting, please email Erin Walton ([erin.walton@som.umaryland.edu](mailto:erin.walton@som.umaryland.edu)) to schedule your talk for an up-coming meeting.

**Due Date: April 19<sup>th</sup>, 2024**

**Funding Start Date (Duration):** June 1<sup>st</sup>, 2024 (12 months)

**Funding Amount per award:** up to \$25,000 (direct costs only)

**Eligibility and Applicant Requirements:**

- Applications must be submitted by two collaborating faculty (one must hold a primary position in the School of Medicine), one of whom is a member of the program, and with consideration for those who have presented a Lightning Talk in 2023 or 2024.
- Faculty in all career stages are welcome to apply. Additionally, we encourage partnerships that pair new and early-stage investigators (as defined by NIH - [https://www.nlm.nih.gov/ep/NI\\_ESI.html](https://www.nlm.nih.gov/ep/NI_ESI.html)) with more established/senior investigators in a mentorship or advisory role.<sup>1</sup>
- The application must include at least one community partner (organization or individuals) with their specified role and letter of support.

**Application Details**

1. Cover page listing title of the project, PIs, and affiliations (1 page, does not count toward page limit)

***For the following, do not to exceed 5 pages, Arial 11-point font, single-spaced, 0.5-inch margins***

2. Lay Abstract (250 words maximum) and Scientific Abstract

3. Specific Aims

4. Significance and Health Impact

- Applications must clearly describe the health disparity being addressed by the application (both the disease and differential burden for a defined population)

5. Approach (including analysis plan)

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<sup>1</sup> HEPH Leadership may be available to serve in this role or connect applicants to other investigators with expertise in the content area.

6. Dissemination Plan
7. Timeline
8. Next Steps
  - Must specify the next stage of planned research for this topic (specify planned grant mechanism- federal, foundation, etc. and describe the overall goal of that planned proposal).

***The following does not count toward the 5-page limit***

9. References
10. Standard NIH Bio sketches (new or old format) for faculty
11. Short description of Community Partner (~1/2-1 page) and their role in the project
12. Letter(s) of support from community partner(s)
13. Budget
  - 1-2 pages
  - Include a table of expenses and justification with explicit role of each investigator and any individual receiving salary support
  - The following expenses are not allowed:
    - Indirect Costs
    - Administrative support
    - Travel to scientific meetings
    - General telephone services
    - Alterations or renovations of laboratory space
    - Purchase of laboratory or office furniture
    - Purchase of periodicals and books
    - Dues and memberships in scientific societies.

The review process will be managed by the Program in HEPH Leadership. If members of the Program choose to submit applications, they will recuse themselves from the review process. Questions regarding this Call for Proposals may be addressed to Erin Walton at [erin.walton@som.umaryland.edu](mailto:erin.walton@som.umaryland.edu). Questions and answers will be compiled and sent to Program faculty members.

**Submission information:** Proposals must be submitted as a combined PDF file to [erin.walton@som.umaryland.edu](mailto:erin.walton@som.umaryland.edu) by **April 19, 2024, 5:00 pm EST.**

**Review criteria:**

- Proposals will be evaluated by the HEPH Program Leadership supplemented by external reviewers or additional panel members, as needed.
- Proposals will be reviewed for
  - research focus on health equity and population health
  - potential to generate preliminary data that will lead to a major grant application to federal or commercial agencies
  - promotion of scientific excellence in the domain of health equity and population health research
  - community partner involvement.
- Applicants should not expect detailed written critiques of their proposals.

**Conditions:**

- Awards made are non-transferrable.
- Budgeted expenses are funded through reimbursement

- IRB approval is required before funds will be reimbursed
- Reimbursements beyond 1 year must obtain prior approval
- 6-month report and final project report
- Reporting requirements:
  - A 6-month report and a final project report is due one month after the end-date of the project. An annual brief report is required each year for the two years after the end-date to provide updates and a list of scientific products resulting from the funding.
  - This should include a list of proposals submitted, pending, and funded as well as a list of papers and presentations that result from funding.