

KEY DATES

- **Letter of intent due:** Tuesday, Jan. 31
- **Full application due:** Monday, Feb. 27
- **Awardees notified by:** Monday, April 3
- **Funding cycle start:** Friday, Sept 1

2023 Department of Medicine FAME Grant Program

The Department of Medicine (DOM) is accepting applications for the fourteenth round of the FAME (Fostering the Academic Mission in the Emory DOM) grant program, which is designed to provide support for clinical faculty to dedicate up to 20% of their professional time to scholarly activity, including research, education, quality improvement (QI) projects and mentoring. One FAME grant will be awarded by the Department of Medicine, with an additional award supported by the division of Geriatrics. Grants will cover a 12-month period beginning September 1, 2023. The guidelines for the 2023 FAME Grant application and funding process are as follows:

1) **Eligibility:** Applications are restricted to DOM faculty whose salary is fully funded by clinical sources (Emory Clinic professional billings, Emory Medical Care Foundation professional billings, Grady expense or VA Medical Center clinical funding). Applicant must have a primary appointment in the DOM to be eligible for the DOM FAME grant. *Preference will go to first time Principal Investigators (PIs); applicants are considered ineligible if they have been listed as a PI on a major grant, including seed grants, in the last 5 years.* Faculty with a small percentage of salary covered by clinical trials are eligible with approval from their Division Director. Applicants must have an active faculty appointment in the DOM at the time of grant submission.

2) **Amount:** The salary support provided will be up to 20% of the applicant's base salary, not to exceed 20% of the 50th percentile of Association of American Medical Colleges (AAMC) compensation for the faculty member's rank and specialty.

3) **Grant focus:** Each application must describe a specific project that fits into the following categories:

- FAME **teaching grants** are intended to support education-related activities, to include activities such as developing a new curriculum, implementing a new curriculum, evaluating the outcomes of specific educational proposals, and developing innovative approaches to education or mentoring. Awards are not intended to support routine clinical teaching time.
- Grants for **pilot projects** will be made to physicians who wish to generate preliminary data to support extramural funding applications or to engage in other scholarly activity including QI.

4) **Required approvals:** The Division Director of each applicant for a FAME grant must approve the FAME grant application and **guarantee** protected time for the applicant to be used as delineated in the application. The Division Director shall determine the maximum number of FAME grants that can be accepted in the division per year but will accept at least one grant within the division should it be approved for funding.

5) **Scoring:** Grants will undergo peer review by a committee of senior faculty selected by the Chair of Medicine. Notification of award will be made by or around the beginning of April. Review criteria will include the qualifications of the applicant (including the potential for continued academic contributions), the goals of the project, the identification of clear milestones, clearly defined support of an established mentor and the impact of the proposed project on the Department of Medicine, the School of Medicine (SOM), Grady, the Emory Clinic (TEC) or the Veteran's Affairs Medicine Center (VAMC).

6) **Grant period:** Grant covers the time period from 9/1/23 – 8/31/24, with a structured progress report to be submitted to the DOM each quarter (beginning of December, March, and June). In addition, each awardee shall participate in two face-to-face meetings with a FAME committee senior faculty advisor appointed by the Chair. Failure to provide sufficient evidence of progress may result in a request for individual meetings, more frequent evaluation of progress, or discontinuation of FAME grant support. Awardees are also asked to present their project outcomes to the review committee in a 30-minute presentation at an end-of-year meeting scheduled in September.

7) **Grantee follow-up:** Successful FAME grant awardees are expected to respond to annual requests for information on how the grant advanced their careers or resulted in acquisition of external funding. They are also expected to present their research at DOM Research Day upon completion of the project.

8) **Grant deadlines:** Candidates wishing to apply for this award must submit an e-mail to DOMResearch@emory.edu stating the name of the candidate, the candidate's division, and the proposed title of the project by **Tuesday, January 31, 2023, at 11:59 p.m. EST**. This e-mail serves as a "letter" of intent and is a required part of the application process. The full FAME Grant application is due on **Monday, February 27, 2023, at 11:59 p.m. EST**, and must follow the guidelines described in the instructions below. These instructions are also posted on the [DOM research website](#). Please submit a **single PDF file** of the completed application and supporting materials to DOMResearch@emory.edu.

INSTRUCTIONS FOR PREPARATION OF 2023 DOM FAME GRANTS

We offer a workshop and one-on-one coaching sessions to help applicants understand the grant writing process. We recommend that applicants take advantage of this opportunity, but participation is optional. For those who plan to attend the FAME Extended Writing Workshop and Coaching Series, please [Register](#). The dates are as follows, and all sessions will be offered via Zoom:

- Friday, January 13 from 8-9 a.m., "Writing a compelling problem statement"
- Friday, January 20 from 8-9 a.m., "Developing the background and significance" and 9-10 a.m. coaching session
- Friday, January 27 from 8-9 a.m., "Evaluation methods" and 9-10 a.m. coaching session

Applications must be prepared in Arial size 11 font with 0.5-inch margins. The name of the applicant must be included in a header on each page, and every page of the final document must be numbered consecutively in PDF format. Please include:

1) A cover page with the title of the application, the applicant's name, department and division, and address. Also indicate the type of grant (teaching or pilot) for which you are applying. **The cover page must be signed by the applicant and by the applicant's Division Director.** By signing this page, the Division Director indicates support for the application and acceptance of the terms of the grant.

2) The Principal Investigator's CV in the School of Medicine format.

3) The specific aims or goals of the proposed award (limit 1/2 page).

4) A description of the proposed project (limit 6 pages [not including references, which should be provided on an additional page]).

- For **teaching awards**, this section should include a description of the current state of teaching in the proposed area, the need for the proposed program, and details concerning how the program will be implemented and evaluated. Include a discussion of potential pitfalls and alternative approaches.
- For **pilot research projects**, including quality initiatives, this section should include a description of the Background, Significance, Experimental Design, Expected Outcomes, Potential Pitfalls and Alternative Approaches of the proposed research or quality initiative, including preliminary data, if available.

5) A description of the milestones to be achieved at each quarterly review. The achievement of these goals will be evaluated via the quarterly progress reports and/or face-to-face meetings with senior advisors appointed by the Chair (limit 1/2 page). Please note that if IRB approval is necessary, **applicants are strongly encouraged to complete the IRB application process prior to the start of the grant.**

6) A description of the impact of the project on the Department of Medicine, the School of Medicine, Grady, VAMC or TEC, and a plan for measuring that impact (limit 1/2 page).

7) A letter of support from the proposed mentor for the project that clearly defines the role of the mentor in supporting the applicant's project and the process through which the mentor will assist the applicant in meeting the identified milestones.