SOM I³ / WHSC Synergy / Kaiser Permanente Georgia
COVID-19 Collaboration

Kaiser Permanente Georgia, the Emory University School of Medicine (SOM), and the Woodruff Health Sciences Center (WHSC) are collaborating on a special grant cycle. This **I³ Synergy KP GA RFP** will support collaborative research proposals between Emory and Kaiser Permanente Georgia that address complex and intriguing healthcare and clinical questions vexing our health systems. Kaiser Permanente Georgia provides inpatient care at Emory St. Joseph and Emory University Hospital Midtown as their core hospitals by Permanente physicians. We are specifically soliciting research proposals in **health services research** that focus on the collaborative efforts by Emory Healthcare and Kaiser Permanente Georgia in addressing impact of **COVID-19**. In the current round, grants will be considered for:

- **I³ Synergy Kaiser Permanente Georgia COVID-19 Collaboration Awards:** We are soliciting innovative, collaborative research proposals to support health services research with short- or long-range objectives built on creative and potentially transformative ideas. Proposals must demonstrate immediacy and feasibility to execute in less than **one year**, and have strong potential for external funding potential for a collaborative proposal
- Potential areas for proposals include (but are not limited to) healthcare quality, access, safety, outcomes, and/or resource stewardship.
- **Proposals should address the impact of COVID-19 on Emory Healthcare AND Kaiser Permanente Georgia.**
- **Proposals must focus on COVID-19.**

Funding Availability – Award amounts are as follows:
- **I³ Synergy Kaiser Permanente Georgia COVID-19 Collaboration Awards:** One award is expected to be given at a maximum of $75,000 total, split no more than $50,000 in costs at Emory and $25,000 in costs at Kaiser Permanente.

Eligibility – I³ Synergy Kaiser Permanent Georgia COVID-19 Collaboration Awards:
- Faculty PI with a primary appointment in the Emory SOM, SON, Yerkes, or RSPH at the rank of Assistant Professor or above at an FTE of 0.5 or higher
- Co-PI from Kaiser Permanente Georgia at an FTE of 1.0
- Cannot be duplicative of current funding at the time of award
- Emory Faculty and KPGA personnel may participate in more than one proposal and may serve as PI on more than one proposal

Timeline
August 24, 2020 – RFP released
October 13, 2020 – Proposals due by 5:00 pm
November 18, 2020 – Applicant award notification
December 1, 2020 – Project start date

November 30, 2021 – Project end date (Up to 1-year No Cost Extension (NCE) may be granted with strong justification. Funds not expended by 24 months will be returned to the original funding source, SOM, WHSC, or KPGA.)

Application Information

Applicants should submit the following materials using the <u>online application</u> **no later than 5:00 p.m.** **(no exceptions) on Tuesday, October 13, 2020.**

The online application must be completed in one sitting, so it is recommended that applicants gather the information/documents below before beginning the application.
- Title of the proposal/innovation
- Category: I[3] Synergy Kaiser Permanente Georgia COVID-19 Collaboration Awards
- Does your project involve investigators from more than one institution? (Yes or No)
- PI name, credentials, title, and department/division
- Co-PI name, credentials, title, and department/division
- Co-Investigators' names, credentials, titles, and departments/divisions
- Summary/Abstract *(500 words maximum)*
- Attachment *(see below)*

Attachment – Each of the following items should be uploaded <u>as a single PDF document following this naming convention:</u> PI last name.first name.I3COVIDKP2020.pdf
- Example: Hill.Beth.I3KPCOVID2020.pdf
- If a PI is on more than one grant, use Doe.John1 and Doe.John2 to identify each grant
- Please include a header that appears on every page with the file name and page numbers with total pages
  - ▪ Example: Hill.Beth.I3KPCOVID2020   Page 1

The single PDF must include, in this order:
- **Title page** with name of individual designated as PI and list of co-PI(s); must include signatures of the PI and the Chair of the PI's department (to indicate approval of the proposal), as well as signature from the Kaiser Permanente Georgia co-PI's Department Chief. <u>Note that proposals will not be accepted after the deadline due to a delay in obtaining signatures.</u> *(maximum of 1 page)*
- **Description of the innovation including: Problem statement/background, Specific Aims, Approach (e.g., methods and evaluation plan), Expected results, and Success metrics.** *(maximum 3 pages)* 1) Addresses impact of COVID-19 on Emory Healthcare AND Kaiser Permanente Georgia; 2) creativity and novelty of the project; 3) potential for impact if project were to succeed; 4) team readiness/immediacy and feasibility of project; 5) appropriate health services research methods to address the proposed area; 6) feasibility of scalability/replication of research innovation across programs/specialties or other health systems (if applicable); and 7) potential for a successful collaborative application for extramural funding (maximum 2 pages). Additionally, the application

should specify the specific roles and responsibilities for each of the investigators as well as the required data sources from each organization.

- A **timeline** noting specific aims to be used in reporting *(maximum of 1 page)*
- **References** *(maximum of 1 page)*
- **Letters of support are not permitted**
- **Data Use/Data Transfer Agreements:** Comment on the status of such agreements.
- If appropriate: Comments on the status of **IRB review**.   If IRB review is required, the KPGA IRB will be the IRB of record.
- **Budget:** Two separate budgets are required (One for Emory and one for KPGA). The Emory budget may not exceed $50,000 and the KPGA budget may not exceed $25,000. Each budget *(using this template)* should include:
    - Dollar amount requested (max of $50,000 for Emory and $25,000 for KPGA)
    - Breakdown of budget (personnel and supplies) with dollar amounts for each
    - Emory faculty and KPGA investigator salary support (with fringe) is limited to 10% of the total budget. Salary support for administrative support is <u>not</u> appropriate. Funds <u>may</u> be requested for salaries for study staff, students, post-doctoral fellows, and other study-related personnel. Depending on the data sources required, programmer time may be required for data extraction and should be budgeted.
    - Computers, general-purpose equipment, office supplies, etc. may <u>not</u> be charged to this project.
    - Indirect costs are not allowed on the I^3 grants
    - No subcontracts are allowed on the I^3 Synergy COVID-19 KP Awards
- **Budget Justification** *(maximum of 1 page)*
- **Biosketches**: Include narrative biosketch for key personnel. Combine all biosketches into the one proposal PDF at the end.

Application formatting:
- Use paper size no larger than 8 ½" x 11"
- Provide at least one-half inch margins (top, bottom, left, and right) for all pages
- Font size (Arial or Calibri) must be 11 points or larger (smaller text in figures, graphs, diagrams, and charts is acceptable as long as it is legible when the page is viewed at 100%)
- Text color must be black (color text in figures, graphs, diagrams, charts, tables, footnotes, and headings is acceptable)

Review and Award Process – The following Review Criteria will be used to score proposals:
- Addresses impact of COVID-19 on Emory Healthcare AND Kaiser Permanente Georgia
- Creativity and novelty of the project
- Potential for impact if project were to succeed
- Team readiness/immediacy and feasibility of project
- Appropriate health services research methods to address the proposed area

- Feasibility of scalability/replication of research innovation across programs/specialties or other health systems (if applicable)
- Potential for a successful collaborative application for extramural funding

Progress Reports
Return on Investment (publications, patents, presentations, grant awards, etc.) will be tracked. Products deriving from this award (including subsequent grant applications) must include authors or investigators from each institution. Awardees are required to submit scientific progress reports demonstrating progress against aims on their submitted timeline - due at 4, 8, and 12 months (and 16, 20, and 24 months in an NCE).

Awardees are required to submit brief annual progress reports for 5 years following completion of the funded award to state progress on the following metrics: publications, external grant funding, and/or further projects stemming from the award, and replication of project at Emory or elsewhere.

Financial Reports:
Respective departments will be responsible for financial management of the I^3 Synergy Kaiser Permanente Georgia COVID-19 Collaboration Awards. The PI and the PI's Department are responsible for reconciling project accounts as non-sponsored funds.

Citation Requirements
Awardees are required to cite institutional support of the Emory SOM and WHSC, and the Georgia CTSA NIH award number (**UL1-TR002378**) on all products (publications, patents, presentations) resulting from this award, as well as the organizational support of Kaiser Permanente Georgia.

For content questions related to the I^3 Award programs, please contact:
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For technical questions related to the application portal, please contact:
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