Emory at Grady Dean’s Office Requests for Programmatic Support

Programmatic support request: The Emory at Grady Dean’s Office of the Emory School of Medicine (SOM) will accept requests for financial support to enhance research programs based at Grady. These requests will be accepted biannually on January 1 and July 1.

Funding Availability – Award amounts are as follows:
- Programmatic support funds may be requested in $25,000 increments up to $75,000 annually for a period of two years (total maximum commitment of $150,000*)
  *5 years after completion of the support term, unused EMCF funds will be evaluated and may be returned to the EMCF fund.
- On a case-by-case basis with appropriate justification, larger support requests may be considered.

Eligibility – Emory at Grady Dean’s office programmatic support requests:
- Grady based research program serving patients in the Grady Health System or surrounding communities.
- Emory faculty member in good standing must initiate the request, manage the funds, and play a prominent role in the Grady-based research program
- Bridge funding for programs with a lapse in funding is not prioritized at this time, but may be considered on a case-by-case basis

Timeline:
- Standard support requests will be reviewed by the Emory at Grady Dean’s office biannually and response will be received within 6-8 weeks of request

Request process:
- Request for support letters and budget with justification should be emailed to the Emory at Grady Dean’s Office by January 1 or July 1:
  - Ravi Rajani, MD, Interim Executive Associate Dean Emory at Grady (r.rajani@emory.edu)
  - Colleen Kelley MD, MPH, Associate Dean for Research Emory at Grady (colleen.kelley@emory.edu)
  - Constance Nagle, Executive Administrator and Associate Dean Emory at Grady (cbnagle@emory.edu)
  - Naquia Mitchell, Associate Director for Research Programs & Operations Emory at Grady (naquia.mitchell@emory.edu)
- Questions about the process and/or eligibility should be directed to Dr. Colleen Kelley and Naquia Mitchell

Use of funds:
- In general, funds are unrestricted but not intended to cover salary effort for faculty members
- A brief budget with justification should be included with each request and all funds should support research activities.
• Examples of appropriate budget items may include but are not limited to: staff salary, technology hardware or software, consumables associated with research, costs associated with hosting meetings or seminars, etc.

Programmatic support request letters*—content of letter should cover the following evaluation criteria:
  ➢ Brief description of request and how funds will be utilized
  ➢ Defined deliverables
  ➢ Grady faculty and/or cross-discipline impact (collaborative projects impacting multiple faculty members and/or departments will be given priority)
  ➢ Funding history and future potential of program
  ➢ Impact on Grady populations and/or health disparities
  ➢ Sustainability of program after EMCF support expires

*please also include a budget with justification with the request letter

Progress reports:
• A brief progress report will be expected on an annual basis to describe the use of funds and any returns on investment (progress on deliverables, growth of program, new external fundings, etc.) for up to 5 years after receipt of EMCF funds.