Education Innovation Award Application Form

Thank you for your interest in applying for the Education Innovation Award (EIA).  Please provide responses to each of the sections below in the application form. When you have answered and completed all parts of the form, submit your application to [**COMFACDEV@neomed.edu**](mailto:COMFACDEV@neomed.edu)for review by the Award Committee.

**Establishment of the Education Innovation Award**

* The award program has been established by the College of Medicine (COM) to further support educational innovation in the curriculum.
* Funds to support this program have been designated by the Dean.
* Applications are accepted on a quarterly basis throughout the academic year until the funds are exhausted.

**Guiding Principles for Education Innovation Award**

* NEOMED Rootstown-based faculty and clinical faculty are eligible to apply for the award.
* Maximum award amount of $5,000; funds will be distributed as expenses are incurred.
* Award application and project proposal must support a formal NEOMED curricular component; extracurricular activities or clubs are not eligible.
* Awards are limited to a maximum of one award that is associated with course/module per academic year.
* There may be no more than one award per applicant(s) per academic year.
* Award applications and project proposals cannot be backdated, or post-dated to receive reimbursement for an activity, project, workshop, etc. already completed.

|  |  |
| --- | --- |
| Quarterly Award Applications & Notices | |
| Award Applications Due: | **Award Notices Disseminated By:** |
| January 15 | **March 1** |
| April 15 | **June 1** |
| July 15 | **September 1** |
| October 15 | **December 1** |
| \*Award applications will be reviewed by the Award Committee upon receipt of all application materials. | |

**Recipients of the Education Innovation Award are Expected to Present and Submit the Following**

* **Mid-Cycle Progress Update**
* Generate and submit a progress report/update that outlines the implementation plan (methods, timeline) completed to date; preliminary outcomes/results from assessment & evaluation (if collected), and timeline of other aspects of the project to be completed before the deadline (1-2-page update).

**Due:** 5-6 months after notice of award [A mid-cycle template will be provided to the EIA recipient.]

* **Final Report/Deliverables**
* Generate and submit a final report detailing a project overview (abstract/summary); project rationale and background with relevant literature; overall project goal and objectives with explanation of how project supports COM curriculum and aligns to COM program objectives; implementation plan (methods, timeline, course/module, and student population impacted); assessment & evaluation plan with outcomes/results; conclusions and next steps (including how education innovation will be sustained in curriculum, what worked well, and lessons learned).
* Provide any deliverables as detailed in the project plan and award contract.

**Due:** 12 months after notice of award [A final report template will be provided to the EIA recipient.]

* **Dissemination of Education Innovation Project**
* Awardees will share their education innovation project in a 10-minute presentation before the end of the award date providing the project’s overview/summary; rationale and background with relevant literature; project’s overall goal, objective(s), and alignment to COM program objectives; implementation plan (methods, timeline) completed to date; assessment & evaluation plan, preliminary results (if collected), and parts of project to be completed.
* After completion of the project, awardees will share their education innovation project in a follow-up 10-minute presentation of their final report including project overview (abstract/summary); project rationale and background with relevant literature; overall project goal and objectives with alignment to COM program objectives; implementation plan (methods, timeline, course/module, and student population impacted); assessment & evaluation plan with outcomes/results; conclusions and next steps (including how education innovation will be sustained in curriculum, what worked well, and lessons learned).

[Note: A PowerPoint template will be provided to the EIA recipient.]

\*COM Faculty Development will work with faculty recipients and inform them of upcoming presentation dates as they are scheduled.

|  |  |  |
| --- | --- | --- |
| **PRIMARY APPLICANT** | | |
| Name and degree(s): |  | |
| Title: |  | |
| NEOMED Email\*  (\*This email will be used to communicate all aspects of EIA project and application.) |  | |
| Phone: |  | |
| **CO-APPLICANT 1 (if relevant)** | | |
| Name and degree(s): |  | |
| Title: |  | |
| NEOMED Email: |  | |
| **CO-APPLICANT 2 (if relevant)** | | |
| Name and degree(s): |  | |
| Title: |  | |
| NEOMED Email: |  | |
| **EDUCATION INNOVATION AWARD (EIA) PROJECT PROPOSAL** | | |
| Title of Proposed EIA Project: |  | |
| Explanation of where project will reside in current MD curriculum (name of module/course/clerkship): |  | |
| Course Director(s)/Dyad Leader(s) for Course/Module: |  | |
| *\*Please note: The Education Innovation Award applicant should have a dialogue with the course director(s)/dyad leader(s) about why the proposed education innovation improves the way the subject matter is taught and outline a plan for collaboration and integration within the MD curriculum.*  **\*\* Please include a brief letter of support from the course director(s)/dyad leader(s) and/or other stakeholder(s) involved in leading the curriculum. \*\*** | | |
| **BUDGET**  **Please provide a detailed breakdown of your budget request. If needed, additional categories may be added.**  ***\*Up to $5,000 can be requested per course/module per academic year and will be awarded as expenses are incurred.*** | | |
| **Item Description** | **Anticipated Date Needed for 1 Year Award Cycle (month, year)** | **Requested Amount ($)** |
| Supplies and materials |  |  |
| Education/training |  |  |
| Honorarium |  |  |
| Other |  |  |
| **Total** |  |  |
| **PAYMENT MUST BE INITIATED BY THE PRIMARY APPLICANT/AWARD RECIPIENT AND WILL BE DISTRIBUTED AS EXPENSES ARE INCURRED. REQUESTED BUDGET EXPENSES MUST BE USED DURING THE SPECIFIED AWARD CYCLE.** | | |

**The full name of the primary applicant and the submission date should be typed below to verify that all information in the application form is correct and complete to the best of the applicant’s knowledge.**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Name of Primary Applicant Date

\* **Please save entire application form as a PDF document. Applications must be emailed as single PDF attachment to** [**COMFACDEV@neomed.edu**](mailto:COMFACDEV@neomed.edu) **by 11:59 PM on the award application due date (Jan. 15, Apr. 15, July 15, or Oct. 15) to be considered for funding. A confirmation email will be sent when your application is received.**

Project Alignment with COM Program Objectives

Please check off at least two COM Program Objectives that align with your proposed Education Innovation Project.

|  |  |  |
| --- | --- | --- |
| **Patient Care** | | |
| 1.1. | Obtain a thorough and accurate patient-centered medical and psychosocial history. |  |
| 1.2. | Perform an appropriately focused physical exam, recognizing and documenting important normal and abnormal findings. |  |
| 1.3. | Develop a differential diagnosis around presenting problems and prioritize further diagnostic testing. |  |
| 1.4. | Develop an effective treatment and/or wellness management plan, taking into account patient needs. |  |
| **Knowledge for Practice** | | |
| 2.1. | Apply knowledge of biomedical, clinical, epidemiological and social-behavioral sciences to address preventive care, diagnosis, and management of medical problems. |  |
| 2.2. | Contribute to the creation, dissemination, and/or application of evolving knowledge through scholarly activity. |  |
| 2.3. | Demonstrate knowledge of scientific principles and mechanisms that regulate normal and abnormal processes underlying patient health. |  |
| **Practice-Based Learning and Improvement** | | |
| 3.1. | Critically evaluate appropriate scientific studies to improve patient care. |  |
| 3.2. | Use quality improvement methods to define, measure, analyze, and implement effective changes for practice improvement. |  |
| **Interpersonal and Communication Skills** | | |
| 4.1. | Identify and address potential barriers to communication with patients, families, and colleagues, including linguistic, educational, and cultural diversity, the psychosocial determinants of health, and patient/family preferences. |  |
| 4.2. | Engage in empathetic, honest, and bi-directional communication with patients and families to enable better understanding, participation and shared decision-making in care. |  |
| 4.3. | Maintain patient engagement and attentiveness while integrating technology into the clinical encounter. |  |
| **Professionalism** | | |
| 5.1. | Demonstrate personal integrity by displaying consideration, compassion, and honesty with colleagues, patients and their families. |  |
| 5.2. | Fulfill commitments to one’s own profession by demonstrating punctuality, accountability, respectful self-presentation, and behavior in both clinical and academic environments. |  |
| 5.3. | Demonstrate ethical behavior by respecting patient autonomy, privacy, and dignity. |  |
| **Systems-Based Practice** | | |
| 6.1. | Demonstrate knowledge of the U.S. health care system and political, cultural, economic, and social factors impacting the health and well-being of patients. |  |
| 6.2. | Coordinate and advocate for a variety of resources (including community resources) to assist patients in accessing high-value, quality care. |  |
| **Interprofessional Collaboration** | | |
| 7.1. | Communicate clearly, respectfully, and completely with the interprofessional health care team in both written and verbal forms to exchange information and to minimize medical errors. |  |
| 7.2. | Collaborate effectively to provide a team-based approach to efficient, safe, and equitable patient care. |  |
| 7.3. | Demonstrate an understanding of team dynamics and leadership skills that support and enhance interprofessional collaboration and team functioning. |  |
| **Personal and Professional Development** | | |
| 8.1. | Identify learning goals and seek feedback that supports ongoing professional development. |  |
| 8.2. | Demonstrate professional development through engagement and self-reflection. |  |
| 8.3. | Identify personal wellness goals that support ongoing personal development. |  |

**Examples of Direct Evidence vs. Indirect Evidence of Student Learning (adapted from Suskie, 2009, p. 21)**

Select at least **one**

|  |  |
| --- | --- |
| **Direct Evidence of Student Learning** | **Indirect Evidence of Student Learning** |
| **Clinical Performance Rating/Checklist**  *Includes: Checklist, Likert Scale; Reflection Feedback; Video Performance Rating; Rubric* | **Course grades & distributions** |
| **Exam (or quiz) – Institutionally Developed, Written/Computer-Based (accompanied by blueprint of what was assessed by course or module session/weekly objectives and/or USMLE topics)**  *Includes: Multiple Choice; MCQ; Written Exam; Internal (written) Exam; Quiz* | **Assignment grades & distributions (when no accompanying rubric/grading criteria)** |
| **Exam – Institutionally Developed, Laboratory, Practical (accompanied by blueprint of what was assessed by course or module session/weekly objectives and/or USMLE topics)**  *Includes: Laboratory Practicum; Anatomy Practical* | **Student or alumni satisfaction with learning** (survey, focus group, etc.) |
| **Exam – Institutionally Developed, Clinical Performance (accompanied by blueprint of what was assessed by course or module session/weekly objectives and/or USMLE topics)**  *Includes: OSCE (CSA); Virtual Patient; Image Analysis; Script Concordance; Simulation Exam; MiniCEX; CEX* | **Student rating of own knowledge & skills; reflections on learning over a program** |
| **Research or Project Assessment (Written work and/or oral presentations scored using a rubric)**  *Includes: Multi-Media Production* | **Student end-of-course evaluation questions about the course** (not instructor) |
| **Clicker questions (Audience Response System); (accompanied by blueprint of what was assessed by course or module session/weekly objectives and/or USMLE topics)** | **Student participation rates** (faculty research, publications, presentations) |
| **Multisource Assessment (accompanied by rubric/Likert Scale used in rating assessment)**  *Includes: Multi-Rater Assessment; 360-Degree Assessment* | **Awards, scholarships, etc. earned by students or alumni** |
| **Exam – Normed/Standardized Subject**  *Includes: Customized NBME; NBME Subject Exam; NBME Shelf* | **Reference:**  Suskie, L. (2009). *Assessing student learning: A common sense guide* (2nd ed). San Francisco, CA: Jossey-Bass. |
| **Other Direct Evidence embedded in course (self-explanatory evidence with grading criteria/rubric)** |

**[Title of Proposed EIA Project]**

**[Primary Applicant]**

**[Co-Applicant(s)]**

EIA Application Instructions (Please delete this box before submitting your application.)

* Describe your education innovation project using the headings below. Additional explanations are provided in *italics* under each heading; delete the *italicized* explanations before submitting your application.
* Applications should be no more than three (3) single-spaced pages in 11 or 12-point font and 1-inch margins (not including the pages above or References page below).
* Please submit your application via email as a single PDF attachment to [COMFACDEV@neomed.edu](mailto:COMFACDEV@neomed.edu) by 11:59 PM on the award application due date (Jan. 15, Apr. 15, July 15, or Oct. 15).

In the subject line, type “EIA Application – [YOUR LAST NAME]”

\* Adapted from: Association of American Medical Colleges (2022). *GEA National Grant Award Preproposal Template*. Retrieved from <https://www.aamc.org/professional-development/affinity-groups/gea/national-grant-proposals-call>

**Project Rationale and Background**

* *State the rationale of the education innovation project – why should the project be done?*
* *Provide background information, citing relevant literature, to support your education innovation project.*

**Overall Goal and Project Objectives**

* *Explain how the proposed project will enhance student learning – i.e., what is the overall goal of the project?*
* *Outline the curricular improvements/objectives that will be accomplished through the proposed project.*
* *If your project is funded, address how you plan to sustain your education innovation in the curriculum after the award cycle has ended.*
* *Describe how the proposed innovation project will support NEOMED’s College of Medicine’s curriculum and any of the COM program objectives (reference the program objectives that were marked above on p. 4).*

**Project Implementation**

*Provide the tentative timeline of events and methods used to implement the educational innovation project. Include the details on the development of the proposed curricula/practices/deliverables of the project and the course/module in which the project will be implemented as well as the student population that will be impacted by the project.*

**Assessment, Evaluation, and Expected Outcomes**

* *Outline an assessment and evaluation plan that details how the stated project goals will be measured for the project.*

*In your assessment and evaluation plan, provide at least two or more different types of evidence of assessment of student learning. Ensure that assessment best practices are followed and include at least one form of direct evidence of student learning as an assessment method in your plan (see examples in table on p. 5).*

* *Explain the outcomes expected from the project.*

**Budget Request**

*Provide a rationale for the budget request and align the request to the timeline for your project, referencing the project implementation section above and the budget table on p. 3.*

*[Note: Up to $5,000 can be requested per course/module per academic year and will be awarded as expenses are incurred.]*

**References**

*Please include a minimum of 3 up to a maximum of 10 references. References are excluded from the 3-page limit. [\* Please reach out to* [*COMFACDEV@neomed.edu*](mailto:COMFACDEV@neomed.edu) *if you need assistance finding references and relevant literature.]*