**Pilot Study or Small Research Projects 2017-2018**

**College of Health Professions Dean’s Society**

Pilot study or small research projects are funded by the generous members of the College of Health Professions Dean’s Society. The grants are intended to promote, enhance, and build on existing strengths of the College of Health Professions (CHP), foster and extend excellence, and encourage innovation.

Pilot study or small research project grant funds may be used for research in basic, applied, or translational sciences, education methods, or clinical care. Grants may be used for a variety of research projects, secondary data analyses, single-subject studies, etc., that have potential to be expanded. Proposals may be submitted by CHP faculty, staff, or students. Student projects must be sponsored by a CHP faculty or staff member.

To encourage interprofessional collaboration, project proposals by individuals from different departments are preferred, especially if the departments are in different UAMS colleges or other institutions or agencies.

A total of $5000 is available for mini-grants for research; individual grants are limited to $5000. Funds may not be used to pay salary for faculty or staff members, but up to $2500 may be used for the following purposes:

* To relieve faculty team members of teaching responsibilities, funds may be used to hire adjunct faculty or teaching assistants;
* To relieve staff members of routine work responsibilities, funds may be used to hire temporary workers
* Student employees may be hired to work on the project

In general, grants will not fund activities that can or should be financed from other revenue sources. However, Dean’s Society grants may be used to extend, complement, or supplement funding from other sources.

Typically, projects will be funded for a one-year period. However, multi-year projects will be considered with appropriate explanation and justification.

**For additional information, contact the Office of the Dean, (501) 686-5731.**

**Instructions**

Step 1 – Complete the Application; starts on page 2

Step 2 – Complete the Project Budget; a template is provided with the application

Step 3 – Submit the Application and Project Budget; email the completed application to:

**DCTaylor@uams.edu**

In the Subject line, type “Dean’s Society Project Application”

**Pilot Study or Small Research Project Application**

**College of Health Professions**

Instructions: Use this application form for pilot study or small research project proposals funded by the College of Health Professions Dean’s Society. Type information on this form; do not create a separate proposal.

|  |  |
| --- | --- |
| **Title of Project** |  |

**Project Co-Directors** (in alphabetical order):

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name |  | | | |
| College/School and Department/Division | | | |  |
| email Address | |  | | |
| Office Phone Number | | |  | |

Are you a . . . (“X” one option below)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Student |  | Faculty |  | Staff |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name |  | | | |
| College/School and Department/Division | | | |  |
| email Address | |  | | |
| Office Phone Number | | |  | |

Are you a . . . (“X” one option below)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Student |  | Faculty |  | Staff |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name |  | | | |
| College/School and Department/Division | | | |  |
| email Address | |  | | |
| Office Phone Number | | |  | |

Are you a . . . (“X” one option below)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Student |  | Faculty |  | Staff |

**Faculty Sponsor** (Required only for student-initiated projects)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name |  | | | |
| College/School and Department/Division | | | |  |
| email Address | |  | | |
| Office Phone Number | | |  | |

Attach additional pages if necessary

**Pilot Study or Small Research Project Summary**

|  |  |
| --- | --- |
| **Title of Project** |  |

Instructions: Write a brief answer to each question in this Project Summary section. Type the answer to each question inside the provided boxes; the text boxes will expand as you type.

1. What problem or need will be addressed by this project? (100 words or less)

2. What do you propose to do? Briefly describe what you will develop, e.g., what is the product or outcome? (100 words or less)

3. Who will directly benefit from this project? Identify categories and numbers of people who will benefit, e.g., Patients – 10; CHP students – 15; Members of the Little Rock community – 75, etc.

4. How will you evaluate the effectiveness or impact of this project? (100 words or less)

5. Total amount of funding requested: $

Pilot study or small research project budgets are limited to $5000.

**Pilot Study or Small Research Project Application**

|  |  |
| --- | --- |
| **Title of Project** |  |

Instructions: Answer the questions below in the boxes provided; the text boxes will expand as you type. Limit this proposal section of the application, including the budget, to 5 pages or less.

1. Why should this project be funded and implemented? Discuss the research problem, gaps in knowledge, need, or deficiency that will be addressed by this project and discuss why it is important to resolve the problem. Briefly review relevant literature to support your case.

2. What are the goals/purposes and specific aims of this project?

3. What methods and research design will be used in this project? Be sure to describe the instrumentation, data collection and analysis methods, etc.

4. If humans or animals are used as subjects in this project, what will be the sample? Describe the population from which the sample will be drawn, rationale for the population, and the sampling technique for assuring adequate, non-biased representation. If the project uses non-objectivist methods, i.e., naturalistic, ethnographic, etc., describe how subjects will be selected and provide a rationale for the selection method.

5. What tasks will be performed to complete the project and who will perform each of the tasks? Describe the plan/methods for completing the work, and include a timeline for major tasks. This section must address the Institutional Review Board application. Note: If the project extends beyond a one-year period, provide an explanation and justification.

6. What outcomes do you expect from the project, and how will the outcomes be useful?

Attach reference list if necessary.

**Pilot Study or Small Research Project Budget**

Pilot study or small research project budgets are limited to $5000. Funds may be used to extend, supplement, or complement an existing funded project.

|  |  |
| --- | --- |
| **Budget Items** | **Funds Requested** |
| Consumable Supplies (itemize below) |  |
| Equipment (itemize below) |  |
| Services, Hourly Rate (e.g., data entry, data analysis, research subject incentives, etc.)  Example: 10 hours data entry @ $15/hour = $150 |  |
| Personnel costs (e.g., adjunct faculty, temporary employees, student workers, etc.; limited to $2500) |  |
| Other Expenses (itemize below) |  |
| **TOTAL** |  |

**Itemize Budget Items**

Under each category, briefly describe expenses and costs associate with each one.

|  |
| --- |
| Consumable Supplies |
|  |
| Equipment |
|  |
| Services, Hourly Rate |
|  |
| Personnel Costs |
|  |
| Other Expenses |
|  |

Travel and Equipment: Budget requests to support travel for presentations at meetings related to a pilot study or small research project must be justified in the application. If the grant is funded, travel expenses may not exceed 10% of the total award. If the project budget includes funds for purchasing equipment, the applicants must document that such equipment is not available or accessible at the university.