University at Buffalo
Institute for Person-Centered Care

IPCC RESEARCH AWARD – SMALL GRANTS COMPETITION

Person-Centered Care (PCC) is a dynamic process of interaction that facilitates individualized psycho-emotional, social, physical and existential support WITH the person. The support and care is based on the person's needs, values, aspirations and preferences. Person-centeredness promotes well-being through continuation of self and normal life and the experience of living a life of enjoyment, comfort, belonging, purpose and meaning. Person-centered practices are based on humanistic values and the fundamental premise that every person has a unique history, strengths, interests and needs and has the right to self-determination in how to go about living his/her life.

PURPOSE OF AWARD

The award will be used to support research activities relating to aging and person-centered care for the University at Buffalo

CRITERIA FOR EVALUATION OF APPLICATION

Assessment of scientific merit will be based on the following considerations:

- Originality of ideas. (Innovation)
- Importance of the research question and significance of the research to aging and person-centered care and how this study will contribute to generating extramural funding. (Significance)
- Clarity and specificity of the research plan. (Approach)
- Inclusion of community members in the research team/process (Approach)
- Rigor of methodological issues/procedures. (Approach)
- Likelihood of accomplishing the research objective(s) based on proposed timeframe and budget. (Feasibility)

SUBMISSION REQUIREMENTS

Formatting should be as follows: Single-spaced, Arial 11 font, 1/2 inch margins

- **Summary**
  No specific form, up to 150 words
- **Biosketch**
  4-page maximum with the following headings:
    Education;
    Employment history;
    Relevant publications;
    Current and research research/fellowship support
    Personal statement of how person-centered care/practices is important to your work.
- **Research Plan**
  6-page maximum. Should include the following 5 categories:
    Introduction; Background; Significance; Methods; Timeframe
  Facilities – 1-page maximum

Human Subjects – 1-page maximum

- **Budget**
  Use the attached excel spreadsheet template.
- **Budget Justification**
  No specific form, no page limit.

Submit your electronic application to Patti Napoli pnapoli@buffalo.edu

GUIDELINES-PRE AWARD

Research Plan: 6-page maximum
In describing your research plan, follow the outline below. Use additional sheets for continuation pages as required, numbering each consecutively.

- **Introduction**
  1. Objectives: State overall purpose or goal of the proposed research.
  2. Specific Aims.

- **Background**
  Systematically review the most significant previous work and describe current state of the science in the area to be studied. Reference appropriately and accurately. Describe any preliminary work you may have completed which led to this proposal.

- **Significance**
  Describe potential importance of proposed work and implications for aging and person-centered care practices.

- **Methods**
  Your research plan should include a detailed description of: study design, sampling procedure, proposed sample, data collection, data analysis plan, and limitations.

- **Time Frame**
  Include a time frame for the proposed study – preferably as a Gantt chart.

Facilities: 1-page maximum
  Identify the clinical agency/laboratory/setting where the project will take place and what resources/assistance they will provide. Provide evidence of their support for the research being proposed.

Human Subjects: 1-page maximum
  Human subjects approval must be completed before funds can be awarded but not at the time of this application submission. Submit documentation for the inclusion and/or exclusion of the use of minorities and female subjects in your proposed study. If you are not utilizing minority or female subjects in your study, provide the rationale for not including them in the study. If you are utilizing minority and female subjects, make a statement to this effect.

Budget & Justification: No page limit
Use the following categories for your budget. No faculty or staff salaries are allowed. Justify each item on the budget. State **why** each item on the budget is essential to the success of the project; do not merely describe how it will be used.

  A. Research assistants

  B. Consultants

  C. Equipment

  D. Supplies

  E. Travel costs related directly to data collection

  F. Miscellaneous items

GUIDELINES-POST AWARD

Management of the Award

On successful receipt of the IPCC Research Award, please make an appointment with Diane Dempsey (ddempsey@buffalo.edu) in the School of nursing to discuss: the processing of project staff, purchasing equipment, reimbursement of travel, ordering of any other items, and any other matters pertinent to grant expenditure.

You will be required to meet with Diane Dempsey regularly to check the expenditure of the grant. Any research-related issues which might arise that suggest a significant change in your research plan, timeline, and budgetary forecasts from the proposal, must be discussed with the Director of the IPCC, before changes can be made.

Before any personnel are hired on the IPCC Research Award, a hiring meeting will need to be set up with the Diane Dempsey to discuss what is entailed in hiring (time sheets, scheduling, etc).

You will be notified by email two months before the end of the grant to begin preparations for the account closure or to request a no-cost extension.   All receipts for purchases must be turned in by the end date and there will be no purchases made after closing. No-cost extensions will no longer be routinely given. Application for no-cost extension should be submitted to the Director of the IPCC, one month prior to the end of the award. No-cost extensions will only be granted for up to a 12 month period. Under no circumstances will a second no-cost extension be awarded.

Reporting of the Award

A brief progress report is required at 6-month and a final report one month after the IPCC Research Award has ended (13 months after commencement). If a no-cost extension is awarded, a report will be required each 6-month period until the study is complete. The report form can be found at the end of this document.

One year after the completion of the study, a report detailing all publications, presentations produced as outputs of the study, as well as any funding applications that have been submitted or awarded, where the IPCC Research Award funding has contributed to preliminary work. The report form can be found at the end of this document.

Acknowledgement of Funding Source

Publications or presentations resulting from the research must acknowledge the source of funding: The Institute for Person-Centered Care, University at Buffalo, The State University of New York.

Review Panel

Awardee's may be asked to act as a reviewer for the next award year.

University at Buffalo
The Institute for Person-Centered Care

RESEARCH COMPETITION

APPLICATION FACE PAGE

I. Applicant/Project Information

Date	
Name	
Title	
Telephone	

Title of Project

_____

_____

Proposed Budget Amount _____

Proposed Start Date _____

Applicant Signature _____ Date_____

BUDGET FORM

Funding Source   **IPCC AWARD**
PI:
Start Date

A. Research Assistant(s)

Name	Annual Salary	% Effort	Requested Salary	FB Rate	Requested FBs	Total
			-		-	-
			-		-	-
			-		-	-
					Salary/FB subtotal	**-**

B. Consultant(s)

Name	Fees	Airfare	Lodging	Per Diem	Misc	Total
						-
						-
						-
					Consultant(s) subtotal	**-**

C. Equipment (over $5,000 per item)

Item	Cost per Item	Number of Items				Total
						-
						-
					Equipment subtotal	**-**

D. Supplies

Item	Cost per Item	Number of Items				Total
						-
						-
						-
						-
						-
						-
					Supplies subtotal	**-**

E. Travel

Destination	Regis	Airfare	Lodging	Per Diem	Misc	Total
						-
						-
					Travel subtotal	**-**

F. Misc

Item	Cost per Item	Number of Items				Total
						-
						-
						-
					Misc subtotal	**-**

					TOTAL	**-**