



## Transforming Medical Education through Collaboratories Request for Proposals

The Robert D. and Patricia E. Kern Institute for the Transformation of Medical Education at the Medical College of Wisconsin is pleased to release this request for proposals to build *Transformation of Medical Education Collaboratories*, cross-institutional, multi- and inter-disciplinary, multiple stakeholder communities of practice that work together in a sustained effort around a shared project to transform medical education by engaging in both innovation and scholarship. We aim to build from the progress of our first cohort of collaboratories and create a second cohort that continues to advance our goals.

Medical education continues to serve as a dynamic research space for dedicated scholars who care about both the theoretical and practical aims of productive scholarship. In this space, we believe there are innumerable remaining opportunities for divergent, deeper thinking. This is why the Kern Institute is committing resources to support building and strengthening *Transformation of Medical Education Collaboratories*—actual and/or virtual communities of practice that serve as incubators for the creation of generalizable knowledge as we move rapidly into a new era.

We seek submission from teams of 3 to 5 individuals who will devote compensated time to build a community of practice around medical education transformation. These collaboratories will serve as incubators for the creation of generalizable knowledge as we move rapidly into a new era of medical education. Eligible groups must include at least one member employed in good standing at an LCME-accredited medical school, with other members currently affiliated with institutions or organizations with a stake in health and healthcare. Full details follow.

### **Priority Topics and Preferences**

All proposals should tackle challenges associated with the transformation of medical education focused on Kern's triple aim: character, caring, and competence, the "three Cs." Within these broad categories, we specifically seek proposals that focus on the following areas:

1. *Transformation through Community Engagement.* Medical education does not transform in a vacuum, and the impacts of transformation should be felt far outside the classroom. We are interested in proposals that combine medical education with community engagement efforts and transform medical education by serving those with the greatest need, rather than reinforcing existing hegemonies.

2. *Linking Medical Education and Patient Health.* There are too few studies of how and why medical education impacts patient outcomes. We are interested in creative projects that link medical education to individual patient health or public health.
3. *New Models for Structuring and Funding Medical Education.* Philosophical and policy (structures, functions, economics, etc.) research is needed to propose transformative models for organizing and staffing medical education. We are interested in projects on admission and retention of students who are underrepresented in medicine, accountability models for training and compensating medical educators, and a sustained program of scholarship that drives substantive transformation of medical education.

In addition, funding will be prioritized for proposals that:

- Have explicit focus on evidence-based integration of character and caring in medical education
- Help advance goals of diversity, equity, and inclusion in medicine and beyond
- Include patient representatives, such as community members, as substantive partners
- Include members employed (in any role) at the Medical College of Wisconsin

## **Funding Structure**

A maximum of \$50k–\$100k will be available for each research proposal. The proposals should include a team with at least one member with a track record of producing collaborative scholarship and publishing in peer-reviewed journals. This team should propose a research project involving data collection, analysis, and interpretation. Proposals with audacious goals balanced with feasible methods will be given priority.

Grants are for 1 year with an option of a second year of funding if productivity in the first year meets or exceeds expectations. Grantees must make themselves available to convene with other grantees to present and discuss their work-in-progress at 6 and 12 months after funding.

Acceptable categories of spending include compensation for personnel time and incentives for participants. Budgets may *not* include money for equipment (e.g., computers), software (e.g., SPSS), supplies (e.g., pens, paper), travel (e.g., mileage, hotels), or overhead (e.g., facilities and administration costs). Budgets may include sub-awards as needed for collaboratory personnel at other institutions.

## **Proposal Components and Timeline**

### Letter of Intent (Due Friday, January 13, 2023)

Submit letter of intent (no longer than 3 pages, exclusive of attachments) that identifies the problem to be addressed, a description of the members, structure, and function of the collaboratory, the project and anticipated outcomes, and an estimated (or formal) proposed budget. Required attachments include a CV or NIH-style biosketch for each key member of the team and a letter of support from a leader at each participating institution acknowledging that the

funding requires substantive, meaningful collaboration and shared credit taking. Please include other attachments as needed.

Invitations to submit full proposals will arrive by February 10, 2023.

#### Formal Proposal (Due Friday, March 31, 2023)

Using the layout described on Page 4, submit a formal proposal (no longer than 20 pages, exclusive of attachments) that describes the project. Please also include the following required attachments:

- CV or NIH-style biosketch for each key member of the team
- Letter of support from an institutional IRB
- Letter of support from an institutional leader who can attest to support for the project if funded
- Letter from at least one community member/organization who agrees to consult on research design, data collection, analysis, and interpretation
- Other attachments as needed

Proposals will be reviewed as they are received. All funding decisions will be announced by Friday, May 19, 2023. All proposals will receive feedback regardless of funding decision.

#### How to Submit

To submit the LOI and the formal proposal, please email Dr. Michael T. Braun at micbraun@mcw.edu. Use the subject line “Kern Institute Collaboratories RFP 2.0.” Attach the submission as a single PDF file that includes both the required components of submission plus any attachments. (Please ask for help should you need assistance in creating a PDF file. You can create a PDF in any standard word processing application. Please do not print and scan the proposal, as this creates a PDF file in which the text cannot be selected and copied. You can combine PDF files in any number of PDF reader applications.)

## Proposal Format

Structure the formal proposal as follows (including section numbering as specified) and produce a document no longer than 20 pages, exclusive of attachments. Page counts for sections below are for guidance, not requirements.

1. Project Title
2. Project Short Title (6-word maximum)
3. Names, degrees, positions, institutions, emails, and phone numbers of key members

### The Problem and Project

4. Problem Statement—State the problem this project aims to address (3 pages)
  - 4.1. Problem Description—Describe the problem
  - 4.2. Existing Research—What does existing scholarly research say about this problem?
  - 4.3. Gaps in Literature—What gaps in the scholarly literature will this project address?
5. Project Description—Describe the proposed project (3 pages)
  - 5.1. Aims—What are the overall aims of the project?
  - 5.2. Audacity—How is the project audacious and innovative?
6. Project Methods (2 pages)
  - 6.1. Methods—What methods, procedures, and measures will be used?
  - 6.2. Outcomes—What outcome measures will be collected?
  - 6.3. Analysis Plan—How will the data be organized, analyzed, and interpreted?
7. Dissemination—State how the project's progress and findings will be disseminated (1 page)
  - 7.1. Scholarly Dissemination—Describe scholarly dissemination plans
  - 7.2. Community Dissemination—Describe community dissemination plans
8. Project Timeline—Describe the general timeline for the project (2 pages)
  - 8.1. Monthly Progress—Describe, month by month, achievement expectations in a table with a column for months and a column for achievements

### The Collaboratory

9. Collaboratory Organization—State the general structure and organization of the proposed collaboratory (4 pages)
  - 9.1. Members—Briefly describe each member of the collaboratory (name, position, education and professional background, research experience and interest)
  - 9.2. Collaboratory Organization—How will the collaboratory be structured? (Member roles, accountability, meetings, decision-making, communication, document sharing, etc.)

### Budget

10. Budget Narrative—Describe the general budget (1/2 page; please refer to budget restrictions described above)
11. Formal Budget—Use the provided template spreadsheet (1 page)