2016 Request for Applications
Dissemination & Implementation Research Award Program

Goal: To support research that addresses how to best ensure that evidence-based strategies / interventions / programs are effectively delivered in clinical and community health practice settings and impact policy.

Dissemination is the targeted distribution of information and intervention materials to a specific audience (i.e., public health or clinical practice). The intent is to spread knowledge regarding an associated evidence-based intervention. Dissemination Research examines the process of spreading knowledge regarding an associated evidence-based intervention within specific settings.

Implementation is the use of strategies to adopt and integrate evidence-based health interventions and change practice patterns within specific settings. Implementation Research examines the process of adopting and integrating evidence-based health interventions and changing practice patterns within specific settings.

This funding opportunity solicits grant applications that propose the investigation of the dissemination and/or implementation of an evidence-based program. Some examples of appropriate projects include evaluating the effectiveness of methods to disseminate the program, reach and uptake of the program, feasibility for the organizations offering the program and the individual participants, fidelity by the provider to the key elements that made the original intervention effective, acceptability of the program to stakeholders and program recipients, maintenance of the program by organizations, and scale-up of a program across organizations). An application does not need to address all of these metrics.

Award: Up to $150,000 for 18 months of direct cost support. No-cost extensions will be considered if warranted and well-justified.

Deliverable: The successful grantee will use the results of this award to seek further extramural peer-reviewed funding for the research.

Eligibility of the Principal Investigator.

– The PI of this project must have the following investigator status:
  o Assistant, Associate or Full Professor (tenure track, CHS, or clinical).
    • Senior investigators must show evidence of having a history of securing external, peer-reviewed funding.
    • Junior investigators must have a senior investigator Co-I or Co-PI on the proposal with designated effort (can be in-kind).
Associate or Senior Scientists. Scientist applicants must have a letter from their Department Chair indicating support for an individual and independent research track for applicant; letters will be reviewed as part of proposal package.

Marshfield investigator equivalent of the above-mentioned positions.

– Be employed by UW-Madison or Marshfield Clinic (either sole or joint-appointment).
– Have applied for ICTR membership (www.ictr.wisc.edu/ictrmember).
– Have well-developed plans for a research career; results of this award should form a significant part of a subsequent externally-funded peer-reviewed research project.
– Previous ICTR pilot grant awardees are not eligible to receive a second ICTR pilot award as PI or Co-PI if the previous award is still active.
– PIs or co-PIs can only apply to a single ICTR Pilot RFA in a calendar year.

Important Dates

Mandatory Letter of Intent Friday, January 15, 2016
Workshop (mandatory) Tuesday, February 2, 2016, 11:00am-Noon, room 1345 HSLC.
Proposals due Friday, March 18, 2016
Review Period March-May 2016
Awards Announced June 2016
Earliest Start Date July 1, 2016

Mandatory Letter of Intent: DUE FRIDAY, JANUARY 15, 2016

All LOIs should be submitted as a single PDF/Word document to capgrants@lists.wisc.edu no later than 11:59 pm on Friday, January 15, 2016.

The LOI will not be used for ranking, but will assist staff in identifying reviewers for the proposal. Please include the following information in your letter:

1. PI Name, contact information, department, and funding program you are applying to.
2. Title of your proposal.
3. Names and roles of key personnel, including all community/stakeholder collaborators.
4. Specific aims, brief overview of research design and methods.
5. The two special criteria that your project will address.
6. The LOI submission must include letters of support from (a) your community/stakeholder collaborators, (b) those collaborators who are associated with the special criteria that you choose and (c), if you are a scientist – a letter from your Chair indicating support for this independent area of investigation.

Important Notes about Letters of Support

• At the LOI stage, letters of support from all collaborators (community-based and academic) should confirm that the collaborator has been in conversation with the research team about the project and is committed to being involved in the project. The letter of support that is required in the full application stage should involve much greater detail.
• Community-based stakeholder engagement is critical to the success of D&I research projects. Projects that will be implemented in clinical sites require buy-in from the clinicians who will be involved in implementation and data collection.
• If you are collaborating with an ICTR-CAP Program or Affiliate – you must have a letter of support from the Director of that program.
Mandatory Grant Workshop

A mandatory D&I Research workshop will be held on Tuesday, February 2, 2016, 11:00 am to noon, room 1345 HSLC and will focus on conducting dissemination and implementation research. Please save this date on your calendar if you are applying for this funding mechanism. PIs are REQUIRED to attend the workshop; research team members and collaborators are welcome and encouraged to attend as well.

- It is strongly recommended that potential applicants schedule a consult with the D&I Core. Email Melody Bockenfeld at bockenfeld@wisc.edu to schedule a consult.
- An optional online video will be available to walk potential applicants through the RFA requirements. This video will be posted on the SMPH Video Library by December 15, 2015, and can be found here: https://videos.med.wisc.edu/events/227

Application Requirements: DUE FRIDAY, MARCH 18, 2016

All applications should be submitted as a single PDF/Word document to capgrants@lists.wisc.edu no later than 11:59 pm on Friday, March 18th. The narrative section of the application (#6a-j) must be written in 11 point Arial font with ½- inch margins.

1. Face Page (download here)

2. Scientific Abstract: Provide a concise description of the proposed research written for scientific audiences. 500 word maximum. Your scientific abstract must include:
   a. Scientific rationale supporting your proposed research and how the project will uniquely advance understanding of dissemination/implementation of the evidence base.
   b. Research aims and project design. The investigator should describe the theoretical model for D&I intervention research and the evaluation framework that will be used. Applicants are encouraged to find more information about D&I research, resources, potential models and evaluation frameworks here.
   c. Next steps for this stream of research, including potential funders who have identified your research topic as a health priority.

3. Community Abstract: The community abstract provides you with an opportunity to express to a community-audience how you anticipate that this project can, in the long-term, impact the health of Wisconsin residents. It should not be a reiteration of the Scientific Abstract but instead should tell a story that addresses the importance of this research, whose lives will ultimately be improved, and why the research is important. 500 word maximum. Your community abstract must include:
   ✓ Magnitude of the health problem. How many individuals are affected, what is the scope of this issue in the state, how are costs of health care impacted, etc.?
   ✓ Goals and objectives. Describe the gap in knowledge that your proposed research addresses; what will your project results tell us about dissemination and implementation of this intervention/information/etc. that is not already known?
   ✓ Community/stakeholder collaborators. Who are the intended beneficiaries of this research and how will community partners/stakeholders be involved; what roles will they play?
   ✓ Longer-term policy implications of your research. How might your research inform/impact organizational or public policies?
   ✓ Potential impact of this stream of research. How will this project, in the context of your larger research career, improve health in Wisconsin?

4. Biosketches for key personnel (please use the NIH bio-sketch format with the “personal statement” section; an example can be found here.)
5. Budget (up to $150,000 for 18-months of direct support):

- Download the budget page [here](#). Please note that “months of effort” for each key personnel must be listed, even if no money is being requested to support their work under this pilot program.
- Budget justification (maximum 1 page).
- Matching resources are encouraged and can be monetary or non-monetary. A letter of support is required that details matching resources.
- Download and complete the Non-Supplanting Letter and Questionnaire [here](#); please scan necessary signatures.

When creating your budget, please note the following parameters:

- There is an expectation that a subset of award funds will support your community-based stakeholders.
- Funds are available for personnel, supplies and other allowable expenses. Because ICTR is a NIH-funded Institute, pilot budgets must follow the same rules/spending limitations as federal grants.
- Funding of education per se is not allowed under this program. However, tuition remission can be included for students who are budgeted to be paid as UW research or project assistants, whose efforts are integral to the research endeavor.
- Indirect costs are not allowed.
- Investigator salary is allowed, but clear justification of why it is necessary should be provided – requested funds should be limited and used principally to directly support the research and effort must be reported even when salary is donated.
- Only travel funds necessary for study conduct (e.g., participant travel) are allowed.
- Equipment that is essential for the study, and is not otherwise available, may be requested, but large equipment expenditures are strongly discouraged.

6. Narrative: The narrative should not exceed 6 pages and should address each of the following components.

a. Specific Aims.

b. Background and Significance.

c. Investigator. Please explain how the PI and research team are especially suited to this project. If you are a junior investigator, explain how you/your research team have the appropriate experience, training and mentoring. If you are a more established PI, have you demonstrated an ongoing record of accomplishments that have advanced your field (i.e., publications, external peer-reviewed funding, and/or sustained practice/program/policy change)?

d. Environment. Will the scientific environment in which the work will be done contribute to the probability of success? Will the project benefit from unique features of the scientific environment, subject populations, or collaborative arrangements? This should include both the academic environment AND that of your stakeholder(s).

e. Approach. Include preliminary studies (referencing the evidence base or other dissemination/implementation research regarding the intervention being addressed), research design (including the specific model for D&I that will be used), methodologies, analyses, potential problems and alternative strategies. Applicants are encouraged to find more information about D&I research, resources, potential models and evaluation frameworks [here](#).

f. Stakeholder Plan. Please describe your stakeholders. Stakeholders include all entities that are engaged in the production, implementation, or dissemination of the program, as well as the target group that receives the program. Describe your relationship with your stakeholder(s) and
describe their role in the program dissemination or implementation, and in advising and/or collaborating on the research. When writing this section, applicants should address each of the following:

- Identify key stakeholders and provide evidence that this research is relevant to and sought out by community partners/stakeholders.
- What experience with the intervention or with similar interventions do your stakeholders have? What experience do they have working with your research team?
- Explain how you will engage with your stakeholders throughout the research project.
- Describe roles and responsibilities for the research team and stakeholder groups. For example, if you are studying the implementation of a shared decision-making tool, describe the role of the Primary Care Providers in the research activities as well as in the use of the tool with their patients.
- Describe how resources will be shared.
- Assess barriers to dissemination/implementation in the specific setting addressed by this research project.

**g. Sustainability:** Please include a plan for how dissemination/implementation efforts will continue, particularly in the context of stakeholder involvement, after the research funding is completed. When writing this section, applicants should consider the following:

- What factors influence the long-term implementation of effective innovations?
- What is the existing individual, organizational, or community capacity to implement effective innovations and how do organizational, political, and social processes affect the dissemination of effective innovations? When lacking, how can capacity be enhanced and how should capacity be measured?
- What types of training, technical assistance, and coaching effectively support implementation in specific practice settings?
- How will the tools and materials from your project be disseminated?

**h. Next Steps:** What is the next step in your research project trajectory and what are your plans for acquiring funding? Please note that an expectation of this program is that the research team must have plans to apply for external, peer-reviewed funding.

**i. Future considerations–policy implications.** Please address how your research can inform/impact organizational or public policies. For more information, please see our definition of “policy” in the “Key Terms” document [here](#).

**j. Special Criteria.** Applicants must address how they will incorporate two of the following special criteria in their research project.

- **New Junior-Senior Investigator collaboration:** The project involves a new partnership between a junior investigator (the PI) and a senior investigator. A new partnership refers to one between two investigators who have not co-authored a manuscript. The junior investigator is expected to be the Principal Investigator of the project.
- **UW-Madison - Marshfield collaboration:** The study involves collaboration between a UW-Madison PI and a Marshfield Clinic clinician or Marshfield Clinic Research Foundation staff member.
- **Interdisciplinary collaboration:** The project involves collaboration between/among faculty from different UW-Madison schools/colleges. To be considered interdisciplinary for the purposes of this grant program, it cannot be between/among departments within a UW-Madison school/college.
- **UW System/UW Extension collaboration.**
• **ICTR CAP collaboration**: The PI and/or research team works with one of the ICTR CAP programs or affiliates in the design, implementation and/or evaluation stages of the proposed research. Find the list of ICTR CAP programs and affiliates available for collaboration [here](#).

• **Targeted topic area: Translation of an evidence-based program in/with a targeted population (i.e., health disparities, pediatrics, geriatrics)**. Examples include translation of an evidence-based program that was designed *with* a minority population in one community and is being brought to a minority community in Wisconsin OR it can be an evidence-based program designed without minority representation/input that is now being investigated with minority participation and input.

• **Dissemination of UW and/or Marshfield research**: Dissemination of an evidence-based finding, program, intervention, etc. that originated from research conducted at the University of Wisconsin-Madison or the Marshfield Clinic Research Foundation.

7. **Impact Statement.** Please respond to **one of the three** following questions regarding impact that is best aligned with your research question. This statement does not count against your 6-page narrative described above.

   a. Identify the specific metrics that you will use to identify the effects of your research on health outcomes (including physical, mental, and/or social), or the effects of your research on specific, well-established determinants of health (PI must be able to justify determinants chosen).

   b. If specific metrics will not be sufficiently measured in your pilot, describe the metrics that you will use to identify the effects of your subsequent research on health outcomes or on specific, well-established determinants of health.

   c. If you are not be able to measure specific health outcomes directly, describe other possible impacts of this pilot or subsequent research, where impact is defined as: any permanent new or revised structures, policies, or processes in the delivery of health care services or community health programs that are the result of this project/collaboration.

8. **Timeline**: Project must be completed within **18 months of start date**. Please include a depiction of what tasks will be completed during which months and a narrative that addresses how you will address timeline and deadline issues/potential challenges with your community and faculty collaborators. This timeline and description does not count against your 6-page narrative described above. A 6-month no-cost extension is available if warranted and well-justified.

9. **Literature citations**: Please attach.

10. **Letters of collaboration/support**: Please include signed (can be electronic) letters of support from all of your collaborators—including those collaborators who are associated with the special criteria that you choose. Collaborator letters should indicate support for the project; describe the role that they will play in the research; and how they intend to use the results of this project towards program, practice or policy change.

11. **Do not include/attach appendices.**

    Please submit your completed application to capgrants@lists.wisc.edu no later than Friday, March 18, 2016 at 11:59 pm. If you have questions about the RFA, please contact Kate Judge at kjudge@wisc.edu

**Information for all applicants**: The following links provide you with important information about the ICTR CAP award program and processes.

**Important Definitions & Key Terms**

- *List and description of ICTR CAP Programs and Affiliates* (for collaboration purposes)

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