



## THE CNU-ITLE HEALTHCARE EDUCATION GRANT AWARD PROGRAM HEGA, AY 2021-2022

### Introduction, Important Dates, Evaluation Criteria

#### General Overview.

The California Northstate University Institute of Teaching and Learning Excellence, CNU-ITLE, operates under the aegis of the Office of the CNU Vice President of Academic Affairs. The purpose of the CNU ITLE **Healthcare Education Grant Award** (HEGA) program is to provide funds to CNU faculty members for scholarly activities that will generate a research publication(s) and/or preliminary data in the area of Scholarship of Teaching and Learning (SOTL) in healthcare education. It should be noted that funding of research proposals is decided based on favorable composite scores from reviewers. Faculty from **ALL** CNU colleges are encouraged to apply. Inter-disciplinary and cross-disciplinary projects are encouraged. The ITLE Director, Dr. Ashim Malhotra ([ashim.malhotra@cnsu.edu](mailto:ashim.malhotra@cnsu.edu)) may be contacted with further inquiries.

#### Timeline:

<i>Routing Form Submission to your college administrator deadline:</i>	June 15, 2021
<i>Full application deadline:</i>	June 30, 2021
<i>Review completion:</i>	August 1, 2021
<i>Funding announcement:</i>	August 5, 2021
<i>Disbursement of funding:</i>	Sept-Oct, 2021
<i>Final report submission:</i>	November 1, 2022

**Grant Amount:** A maximum of \$1,000 may be requested; there is no minimum amount. It is anticipated that a total of \$10,000 will be available for this funding mechanism in academic year 2021-2022. Note that if an insufficient number of grants are submitted or if the grants submitted are deemed to be of insufficient quality to warrant funding, then it is possible not all of the money available will be disbursed. It is also possible that the applicant will not receive the full amount of money requested. This decision is up to the discretion of the ITLE.

**Requirements:** All Principal Investigators must be ranked faculty members (full-time or part-time) at California Northstate University. All documents must be submitted by 5:00 pm on the corresponding dates indicated above. Please have an administrator in your college sign your routing form.

**Review Process:** Two reviewers from the ITLE will review each application. The Committee will use these evaluations, as well as the evaluations made by other reviewers, if applicable and appropriate, to score applications as outlined in the *Evaluation Criteria* (see below) and make recommendations for funding. The Director of the ITLE will make the final funding



decision in consultation with the CNU Vice President of Academic Affairs. Reviewer comments, but not scores, may be provided to all applicants after the funding announcement has been made.

### **Final Report:**

Grant recipients are expected to report their findings by the end of the grant cycle. A final written report on the use of the funding is due approximately one calendar year following the award. The final report should be submitted electronically to the ITLE Director. If human research is involved, the final report should be accompanied with evidence of submission to the CNU IRB.

### **Evaluation Criteria**

The following criteria will be used to evaluate the award applications. The point values for each section are in parenthesis below.

#### **1. Nature of Project (5 points maximum)**

- a. Does the applicant present the nature, structure, and scope of the project clearly and in context with previous work in the field?
- b. Is this overall presentation understandable, well written, and concise?

#### **2. Goals and Objectives (15 points maximum)**

- a. Does the applicant adequately and clearly describe the intent of the project?
- b. Are the goals clearly defined and are they appropriate to the purpose of the project?

#### **3. Methods (35 points maximum)**

- a. Methods to be used for the study:
  - 1) Does the application describe the methods to be used in sufficient detail and clarity?
  - 2) Are the methods to be employed appropriate to the project's purposes and objectives?
  - 3) Are established research techniques used?
  - 4) Do the proposed methods represent the most effective way to achieve the results stated in the application?
  - 5) Can the data be collected in the one-year timeline for the grant?
  - 6) If needed, is the role of collaborative parties in the project clearly outlined and justified?
  - 7) If needed, is the cooperation of collaborative parties assured?
  - 8) Is there adequate discussion on the limitations of the methods and on alternative approaches?
  - 9) Are unanticipated results discussed appropriately?
- b. Data analysis and interpretation:
  - 1) Is the evaluation process efficient in the use of resources to achieve its purpose?



- 2) Does the application provide evidence that the Principal Investigator can determine (evaluate) the outcomes (data) obtained in the study?
- 3) Are evaluation indicators clearly stated?
- 4) Is the evaluation process designed to properly measure the effective outcomes of the project?

**4. Timeline (5 points maximum)**

- a. Is the timeline reasonable for the objectives and scope of the application?

**5. Contribution to Career (15 points maximum)**

- a. Is there a clearly stated purpose of the project in terms of its appropriateness to the future research interests of the applicant?
- b. Does the application specifically state how the current project will assist in future research grant proposals or efforts?
- c. Is the application consistent with past research conducted by the applicant?

**6. Significance of the Project (15 points maximum)**

- a. Does the proposed research have the impact of adding new knowledge to the discipline?
- b. Is there a stated intent to use the results as preliminary data for additional research projects in the same or a closely related area?
- c. Is there a stated plan to disseminate (publish, present, utilize) the project's results?

**7. Budget Justification (10 points maximum)**

- a. Are the requested supply and equipment items supportive of and consistent with the methods outlined in the Research Narrative?

Please see the accompanying “**HEGA Application Form**” for detailed instructions.