

TEXAS ACADEMY OF FAMILY PHYSICIANS FOUNDATIONS
Application for Research Project Grant
Information Sheet

The purpose of the TAFP-F Research Grant Program is to support research of benefit to Family Medicine. To be eligible to receive a TAFP-F Research Grant, the principal investigator must be a family physician in Texas or plan to conduct the research in Texas at one of the following locations:

Family Medicine Residency Program
Department of Family Medicine
Family Medicine organization or association
Family Medicine office

PROCEDURE

The grant application must be completed and submitted electronically in the format described in the outline of the Application for Research Project Grant. Applications not submitted in the proper format or lacking the required signatures will be returned.

Prior to the semi-annual meeting of the TAFP-F Research Grants Committee, the application will be sent to each member of the committee for review. A decision concerning the application will be rendered at the committee meeting.

The application will be reviewed based upon the following criteria:

Relevance to Family Medicine
Quality of the Study Design
Appropriateness of Data Analysis
Cost vs. Benefit to Family Medicine

If the application is part of a matching funds grant, the TAFP-F application should include a copy of the grant application to the other granting agency as well as a copy of the award notice from the other agency.

FUNDING INFORMATION

Most research-related expenses are allowable if properly justified. However, no support is allowed for the salary of the Principal Investigator, for expenses incurred in the presentation of study results or for computer equipment. In addition, TAFP-F funds can only be used to support the direct costs of the research. TAFP-F funds cannot be used for indirect costs. Re-budgeting of funds is allowable with the approval of the Research Grants Committee.

Funding is limited to one (1) year only. The maximum amount awarded will not exceed \$5000. If Institutional Review Board (IRB) approval was not obtained prior to the submission of the application, grant funds will not be released until notification of the IRB approval is received by the TAFP-F.

INVESTIGATOR RESPONSIBILITIES

In addition to his/her responsibility to conduct the project as described in the application, the investigator is responsible for the accuracy of the data and any reports resulting from the research. The investigator is also responsible for how the funds are actually used and for meeting all TAFP-F requirements. In addition, the investigator must:

1. Provide the Research Grant Committee with a status report February 1 and June 1 of each year that the project is active indicating the current status of the project and any changes in procedure or timetable anticipated.
2. Acknowledge the TAFP-F grant support in the final report and any resulting publications.
3. Reimburse the TAFP-F for any funds not used for the project.
4. Reimburse the TAFP-F in the amount of the grant if the project leads to the development of a marketable product which renders profit. If profit totals less than the amount of the grant, the investigator will reimburse the total amount of the profits.
5. Provide a brief summary report for publication in the TAFP's magazine, the *Texas Family Physician*, at the completion of the project.

DEADLINES

<u>Application</u>	<u>Funding Begins</u>	<u>First Report</u>	<u>Second Report</u>
June 1	August 1	February 1	June 1
February 1	April 1	June 1	February 1

SUBMISSION

Submit all materials electronically to the following address:

Texas Academy of Family Physicians Foundation
Research Grants Committee
12012 Technology Blvd, Suite 200
Austin, TX 78727
(512) 329-8666
Fax: (512) 329-8237
email: kmccarthy@tafp.org