

**2019**

**2020**



The Mission of the Academy of Architecture for Health Foundation is to support the Academy of Architecture for Health and to enhance the knowledge and effectiveness of those who create healthcare environments through the funding of critical educational and research activities

**REQUEST FOR PROPOSAL APPLICATION**

## **Instructions**

Please review and complete the following materials and submit to the [Academy of Architecture for Health Foundation](#). The Foundation strongly suggests reading the AAHF 2019-2020 RFP Guidelines and additional resources provided in the Appendix of this document.

# Application Cover Sheet

## APPLICANT INFORMATION

PROJECT TITLE:

PRINCIPAL  
INVESTIGATOR:

CO-INVESTIGATOR(S):

PRIMARY CONTACT:

NAME OF INSTITUTION(S):

STREET ADDRESS:

CITY:

STATE:

ZIP:

COUNTRY:

TELEPHONE:

EMAIL:

WEBSITE (if applicable):

## FUNDING REQUEST INFORMATION

Amount requested: \$

Committed match  
(if applicable): \$

Tentative/anticipated  
match (if applicable): \$

Total research budget \$

**Abstract**

*The abstract should be a maximum of 350 words and include the following sections.*

Rationale:

Research Question(s):

Specific Aim(s):

Significance:

**Project Keywords** (five or less):

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## **Research Proposal**

*Please provide a brief narrative outlining your proposed research that includes the following sections. Be sure to address the project's anticipated outcomes and potential application to the practice of healthcare or the creation of healthcare environments. Provide any standard tools or measures that will be utilized as a part of the study and information on their validity and reliability. Add figures and tables as needed. (Maximum of 2,500 words).*

Specific Aim(s):

Significance:

Innovation:

Approach:

## **Researcher Qualifications**

*Please provide a brief narrative for lead researchers (100 word max per person). List any potential conflicts of interest that may exist. If no conflict exists, please state that 'The investigator(s) declare(s) that there is no conflict of interest'. As is helpful, attach resumes or curriculum vitae for the investigator(s) in the appendix.*

Name:

Researcher Qualifications:

Name:

Researcher Qualifications:

Name:

Researcher Qualifications:

Conflict(s) of interest:

Additional Information:

# Budget

RESEARCH TITLE:							
PRINCIPAL INVESTIGATOR:				TELEPHONE:			
NAME OF INSTITUTION(S):				EMAIL:			
PROJECT PERIOD:				FAX:			
A. SALARIES AND FRINGE BENEFITS (calculate salaries by using either BILL RATE or % of FTE)							
FIRST AND LAST NAME	TITLE	TOTAL HOURS OR % FTE	RATE	TOTAL WAGES	TOTAL FRINGE	AAHF FUNDS	OTHER FUND SOURCES
<b>TOTAL</b>							
B. CONTRACT SERVICES AND SUBCONTRACTORS (if applicable)							
ITEM	DESCRIPTION			TOTAL COST	AAHF FUNDS	OTHER FUNDS	
<b>TOTAL</b>							
C. OTHER DIRECT EXPENSES							
TRAVEL EXPENSES	DESCRIPTION			TOTAL COST	AAHF FUNDS	OTHER FUNDS	
<b>TOTAL</b>							



D. EQUIPMENT AND SUPPLIES				
ITEM	DESCRIPTION	TOTAL COST	AAHF FUNDS	OTHER FUNDS
<b>TOTAL</b>				
E. OTHER DIRECT PROJECT EXPENSES				
ITEM	DESCRIPTION	TOTAL COST	AAHF FUNDS	OTHER FUNDS
<b>TOTAL</b>				
<b>TOTAL</b>				
<b>TOTAL DIRECT COSTS = A + B + C + D + E</b>				



## **Resources & Environment**

### **Facilities & Other Resources**

*Identify the facilities to be used (clinical, computer, office, simulation lab, or other). If appropriate, indicate their capacities, pertinent capabilities, relative proximity and extent of availability to the project. Describe only those resources that are directly applicable to the proposed work. This information is used to assess the capability of the organizational resources available to perform or support the effort proposed.*

### **Other Support**

*Provide any letters of support or institutional commitment for the research project. Describe any additional collaborators, consultants or training that will be a part of the research proposal and include supplementary documentation as needed.*

## **Ethics**

*Designate if human subjects are involved, and if so, whether the proposed activities meet the criteria for exemption. Applications that involve human subjects must include a Protection of Human Subjects Section that addresses the points noted below. Applications that are not proposing human subjects research but will use human data or biological specimens, must provide a justification for the claim of no involvement of human subjects.*

Requirements and Responsibilities. As required by federal regulations (45 C.F.R. 46) and NIH policy, applications that propose to involve human subjects must address:

1. the risk to subjects
2. the adequacy of protections against risk
3. potential benefits of the research to subjects and others
4. the importance of the knowledge to be gained
5. For clinical trials, data and safety monitoring plan and a data and safety monitoring board for Phase III trials

**Bibliography**

*Please provide a bibliography. Full literature reviews may be used in lieu of the bibliography and are encouraged.*

## Application Requirements Checklist

*(Please include the completed Application Requirements Checklist with application materials submission)*

<b>X</b>	<b>APPLICATION SECTION</b>	<b>COMMENTS</b>
_____	<b>Application Cover Sheet</b>	
_____	Abstract	
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## Appendix

### Resources for Grant Writers:

Examples of past research funded by AAHFoundation:

<http://aahfoundation.org/research/research-summaries/>

Tips on Application Writing:

<https://grants.nih.gov/grants/how-to-apply-application-guide/format-and-write/write-your-application.htm>

### Sample Research Timeline:

*This is a sample of a proposed research timeline. (Do not include the Research Time SAMPLE sheet with your application submission)*

TASK	ANTICIPATED TASK START AND FINISH (By Month)											
	1	2	3	4	5	6	7	8	9	10	11	12
survey medical staff	X	X	X	X								
compile data					X	X	X					
write report							X	X	X			
present report												X