



## **AAH Foundation Research Grant Application Guidelines**

# **2021**

## TABLE OF CONTENTS

<b>AAHF RESEARCH GRANT</b> .....	<b>3</b>
MISSION.....	3
2021 GRANT .....	3
<b>DETAILS TO ADDRESS IN YOUR APPLICATION</b> .....	<b>3</b>
RESEARCH PROPOSAL SECTION (SECTION III).....	3
CONFLICT OF INTEREST (IN SECTION IV, RESEARCHER QUALIFICATIONS).....	4
BUDGET SECTION (SECTION V).....	4
TIMELINE (SECTION VI).....	5
ETHICS (SECTION VIII) .....	5
<b>OTHER GRANT DETAILS</b> .....	<b>6</b>
NON-DISCRIMINATION POLICY .....	6
EVALUATION CRITERIA.....	6
APPLICATION AND SCHEDULE.....	6
CONTACT .....	6
FUNDING SOURCE .....	6

## **AAHF RESEARCH GRANT**

The Academy of Architecture for Health Foundation (AAHF) is comprised of a volunteer Board of Trustees that serves to uphold the mission of the AAHF. AAHF provides funding to selected research projects that address issues and problems related to the enhancement of knowledge and the effectiveness of those who create healthcare environments. Our research initiative is closely coordinated with the AIA Academy for Architecture for Health and its research committee.

### **MISSION**

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. As such, the AAHF works in collaboration with the American Institute of Architects Academy of Architecture for Health to offer the grants program.

### **2021 GRANT**

The Academy of Architecture for Health Foundation (AAHF) has allocated \$30,000 for a single research grant in the FY 2021 program. The AAHF RFP is open to individuals in both the public and private sector.

## **DETAILS TO ADDRESS IN YOUR APPLICATION**

### **RESEARCH PROPOSAL SECTION (SECTION III)**

The Foundation is seeking proposals on all topics related to advancing the practice of healthcare architecture. Note that the Foundation is especially interested in supporting research projects that improve the capacity of practicing healthcare architects to address the problems of society through the design of healthcare architecture and environments for health. Favorable consideration is thus given to projects resulting in shareable knowledge that supports design practice. The Research Proposal of the application should reflect these aims.

Some examples of high-interest areas of research follow.

1. Integrating healthcare data and design
2. Environments for aging
3. Environments for mental and behavioral health
4. Improving community health
5. Addressing pandemic conditions through design

The *Dissemination Plan* (Section III d iii) should address three components.

1. A conference presentation
2. A peer-reviewed journal publication
3. A practitioner-friendly short research summary and/or tutorial (e.g., for digital tools) to be posted to the AAHF public Web site. Tutorials can be in either/both video and downloadable pdf format

The dissemination plan should include the presentation of findings at a major conference within two years of the commencement of the grant. Traditionally, conference presentations have been made at the annual *Healthcare Design Conference* or *ASHE Planning Design and Construction Conference*, though other conferences are eligible. Research proposals should list potential peer-reviewed journals that they will target. Identification of the AAHF as a sponsor in conference presentation, publications, and other public-facing activities is expected. A short, practitioner-friendly summary of the completed research summary of the findings of the study must be received and reviewed by the Foundation prior to release of the final payment. The practitioner-friendly summary will be held in confidence until after peer-reviewed publication to protect the researcher's/s' intellectual contributions.

#### **CONFLICT OF INTEREST (IN SECTION IV, RESEARCHER QUALIFICATIONS)**

The Academy of Architecture for Health Foundation Board of Trustees and its consultants are not eligible to serve as principal investigators. AAHF Board Trustees, consultants, and volunteers may serve as consultants to projects led by other researchers. Applications that include participation by AAHF or the AIA Academy of Architecture for Health Board members must be clearly identified. Those participants will be recused from the evaluation and selection process.

Other potential conflicts of interests with other organizations or companies should be identified in the application.

Research that development of proprietary knowledge or tools will generally not be favorably considered given the AAHF mission of enhancing profession-wide knowledge and practice.

Organizations or individuals that submit more than one proposal are eligible to have only one proposal funded per organization/individual.

#### **BUDGET SECTION (SECTION V)**

Application section V. *Budget* should be completed using the budget worksheet provided in the application. Favorable consideration may be given to proposals that demonstrate committed financial match to help maximize financial support for the selected research project.

Funds will be disbursed incrementally, with 50% of the awarded funds issued upon contract for the research, an additional 25% following the mid-point review and the final 25% upon completion to be released upon receipt of requisite deliverables.

## **Allowable Expenses**

Expenses directly related to the funded research are allowed. These direct expenses include faculty/researcher time, research assistant time, research equipment/technology, project-related travel expenses (e.g., travel to project site, field work) and travel to present research findings at a national conference as required. Other expenses may be considered if appropriate reasons are provided.

## **Disallowed Expenses**

Due to the relatively small size of the grants, it is the policy of the AAHF to not pay indirect expenses such as program administration and overhead. Indirect expenses include but are not limited to office supplies and overhead, general telephone service, postage, travel to visit research consultants, and administrative/clerical support staff not directly engaged in the funded research.

## **TIMELINE (SECTION VI)**

Projects must be completed within twelve (12) months from the signing of the funding contract unless a specific condition exists that would warrant an exception. Conditions include but are not limited to academic calendar conflicts and delays in Institutional Review Board (IRB) approval. If an extension is required, the individual grantee must file for an extension and receive approval from the AAHF Grants Committee. The grantee must submit a request for extension and receive approval from the Research Committee to extend the grant period beyond 12 months. The AAHF reserves the right to approve or deny any requested exceptions at their discretion.

### **Research Mid-Report**

A progress report needs to be submitted by the grantee to the AAHF Grants Committee six months from the official start date (for example June 30th if a January 1st start date). The intent of this mid-report is to update the Board on progress to date. This mid-report needs to be submitted to the Chair of the Research Grants Committee.

### **Research Final Report**

The practitioner-friendly short research summary plus a brief summary of research details may serve as the final report. Final reports must be completed and submitted to the AAHF Board of Trustees for review and approval no later than 12 months from the project start unless a specific condition exists warrants an exception.

## **ETHICS (SECTION VIII)**

Research studies that involve human subjects must satisfy the following requirements prior to commencing research (though not necessarily prior to application):

1. Human Subjects Training (such as Collaborative Institutional Training (CITI) or National Institutes of Health (NIH) Human Subjects Training) must be completed for all actively involved investigators.
2. Applicants must have an Institutional Review Board (IRB) approval on file and available if requested.

## OTHER GRANT DETAILS

### NON-DISCRIMINATION POLICY

The AAHF is an independent 501(c)(3) non-profit corporation. The AAHF does not discriminate based on race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status.

### EVALUATION CRITERIA

AAHF trustees evaluate proposals that directly address the mission of the AAHF. AAHF seeks proposals that are well conceived and demonstrate sound research methodology. Specifically, AAHF seeks proposals that:

1. Relate to the practice of healthcare architecture or the creation of healthcare environments (i.e., is supportive of the mission of the Academy of Architecture for Health Foundation).
2. Present a research design and methodology that can answer proposed research questions.
3. Demonstrate that the research team is knowledgeable on the research topic and qualified to complete a high-quality research project.

The Academy of Architecture for Health Foundation reserves the right to reject any/all proposals. Examples of past grant recipients can be found on the AAHF website:

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

### APPLICATION AND SCHEDULE

**Applications must be received by 11:59 p.m., Central Time, August 17, 2020.** Applications should be submitted by email as PDF files to [julie.zook@ttu.edu](mailto:julie.zook@ttu.edu).

A review panel convened by the Board of Trustees will review applications. The panel will recommend selected projects for approval to the Board. The Board of Trustees will announce the successful applicant(s) on or before Monday, October 5, 2020.

### CONTACT

Questions regarding the submission can be sent to:

**Julie Zook**

Chair of the Research Grants Committee, [julie.zook@ttu.edu](mailto:julie.zook@ttu.edu)

### FUNDING SOURCE

Funding to support this research is provided by the Academy of Architecture for Health Foundation.