Purpose
To promote health services research translationally focused on advancing imaging health policy initiatives.

Nature of Projects
Health services research that focuses on advancing imaging health policy initiatives will be considered.

Examples of initiatives deemed appropriate include but are not limited to:
- Studies in payment methodology that would potentially translate to policy initiatives to ensure sustained availability of appropriate access to and compliance with screening and diagnostic imaging.
- Studies in geographic and health disparities that would potentially translate to policy initiatives to ensure radiology facilities are able to ensure appropriate patient access.

Amount
One grant, up to $50,000 (USD) in aggregate will be awarded for the 2017-2018 year. Funds may or may not be granted, depending on the quality of the received proposals. The maximum individual award may not exceed $50,000 for a one year project.
- The award may be used for salary support and/or other project costs. Funds cannot be used to support non grant related affinity group or association costs. The grant will not fund institutional indirect costs or overhead costs, or tuition.
- Travel expenses for the AUR Annual Meeting may not be paid by this grant’s funds.
- Unexpended funds must be returned to the AUR Research and Education Foundation.

Payment Schedule
Grant runs December 1 – November 30. Payments will be made to the sponsoring institution in two installments: December and May in the award year. Funds are expected to be spent within the annual cycle of the grant and a final report submitted within 6 months of the due date.

Letter of Intent
Prospective applicants should submit a Letter of Intent, not to exceed 2 pages, to include the following:
- Full title of the proposed project
- Summary of research (including goals, objectives, methods and statistical analyses)
- Expected project outcomes
- NIH style Biosketch
- Preliminary budget

Deadline for Letter of Intent
Letters of Intent must be submitted electronically as a PDF file by 12:00pm Central Time on September 11. Letters will not be accepted after the deadline date. Letters that are not complete or do not comply with the instructions will not be reviewed. Investigators meeting program criteria will be notified by email not later than October 2 and invited to submit a formal grant application.
Deadline for Full Application
Applications must be completed and submitted electronically as a PDF file with a scanned signature page by 12:00pm Central Time on October 23. Applications will not be accepted after the deadline date. Applications that are not complete, do not comply with the instructions, or do not have properly executed signatures, will not be reviewed.

Eligibility
- Applicant (primary investigator) must be a full member of the AUR at the time of application.
- Applications by Residents and Fellows are encouraged but must list a co-principal investigator (mentor) who is a full AUR member. The full AUR member who is the mentor should be an individual with expertise in academic radiology or other area related to the proposed project. This mentor will serve to guide the project, and must be willing to take responsibility for its performance and completion. A letter of support from the mentor detailing the program should be submitted with the application.
- Applicant/co-principal investigator(s) must not be agents of any for-profit, commercial company in the radiologic sciences; however, these entities may act as consultants (examples might include a software or imaging company vendor).
- Applicants (the primary investigator) may only submit one grant application to the AUR Research and Education Foundation per year.
- Supplementation of funding from other grant sources must be approved by AUR Research and Education Foundation staff if not described in the original research plan. Awards from other sources may be approved by AUR Research and Education Foundation staff if the investigator submits a satisfactory plan to address any budgetary overlap.

Requirements for Applicant and Sponsoring Institution
Applicants must hold a M.D. degree (or equivalent), be board eligible or certified in radiology, and have received sufficient research training at pre- and/or postdoctoral levels to be capable of independent research. Candidates should hold, or have been offered, an academic appointment in a radiology department of an accredited medical school or research institute in the United States or Canada.

Applicants who hold any of the AUR Research and Education Foundation awards, the RSNA Research Scholar, Research Fellow, or Research Seed Grant Award, GERRAF or ARRS Grant Award will not be eligible for another award or fellowship in that same year.

At the time of the application, the sponsoring institution must provide a budget and letter of support, approved by the department chair, clearly specifying the anticipated direct costs and academic time required supporting the Imaging Policy Research Grant. Indirect costs cannot be paid from the grant funds. An itemized budget is required as part of the award proposal submission. Funds (up to the maximum amount of the award) may be apportioned as required by the investigator, but must be briefly justified in the application. Examples of fund use might include: (i) salary support for protected research time for the investigator, (ii) salary support for associated staff (e.g. research assistants and/or PhD collaborators), (iii) appropriate equipment and/or scanner time access, (iv) software and biostatistical support, and combinations of the above.

A sponsoring institution may only submit one application per grant cycle and will only be permitted to accept one award sponsored by the AUR Research and Education Foundation at any time. Strong consideration will be given to applicants from departments and institutions that show a commitment to the applicant’s proposal. The parent institution must demonstrate adequate resources and facilities to carry out the terms of the project. Specific involvement by experts outside of Radiology will be looked upon favorably. A letter of support from the department Chair is required.

Selection Criteria/Review Process
The review process will be administered by the AUR Research and Education Foundation Imaging Policy Research Grant Review Committee. Final decisions will be subject to the approval of the AUR Research and Education Foundation Board of Directors. Applicants will be notified of the outcome of their applications by email not later than December 4.
Announcement of grant awardee will be made by the AUR Research and Education Foundation Board President at the following AUR Annual Meeting and via email announcements.

The following guidelines will be applied in the review process:

**Research Plan:** Evaluate the proposed research project as suitable for a faculty member to obtained preliminary data with the anticipation of a future submission for additional funding from corporations, foundations or governmental agencies. If the research is part of a larger effort in an established lab, is the project for which the applicant is responsible clearly defined? An evaluation should include, but is not limited to the following criteria:

- **Significance and Innovation:** Emphasis should be placed on the significance, innovation and impact of the proposed research effort. Does the research address an important and relevant problem in which imaging may play an important role? What is the likely impact on advancing imaging health policy initiatives if successful? Is the research to be considered innovative? What is the likelihood for future funding if successful?
- **Approach:** Is the hypothesis clear and well developed? Are the experiments well designed and appropriate to test the hypothesis? Is the proposed statistical analysis of the data appropriate for the study design? Is there a reasonable chance of completion within the time frame of the grant? Is the budget realistic for the research proposed? Proposals that are well beyond the experience of the faculty, and cannot be completed in the timeline of the proposal and grant period, should be discouraged. Is there a suitable plan for the protection of human subjects as well as does the investigator address issues related to inclusion based on gender, minorities and children?

**Applicant and Advisors:** Evaluate the suitability of the applicant as it relates to the proposed research. Will this experience enhance the applicant’s investigative or educational skills? Will the experience increase the likelihood of establishing an independent research focus? What is the likelihood that the research will be suitable for future funding upon completion of this grant cycle? Is the time commitment realistic? Has the applicant sought out suitable experienced advisors that can help them through the process? Does the scientific advisor have background knowledge and experience related to the proposed project, with evidence of ability and commitment to mentoring?

**Facilities:** Evaluate the commitment of the institution, the department and individual research labs, if applicable, to provide adequate support for the applicant. Is appropriate space and equipment available? Are the support faculties such as computer services and statistical assistance adequate?

**Conditions of the AUR Research and Education Foundation/RAHSR Imaging Policy Research Grant**

1. **Progress Reports**
   Grant recipients are required to submit a final report to the AUR Research and Education Foundation within 6 months after completion of the project (December 31). Reports will be distributed to the sponsoring organization. Failure to comply with the final report requirement may negatively affect the home institution department’s eligibility to receive future funds from the AUR R&E Foundation.

   Final reports are to be submitted electronically (MS-Word) by email attachment with copy to the department chair. Complete reports must address each of the following:

   **Final Report:**
   1. Prepare an expanded abstract consisting of 1500 – 2000 words divided into Purpose, Methods, Results and Conclusions. Include appropriate tables, figures and references.
   2. Restate the specific aims/goals of your research plan and indicate the progress made toward each aim/goal. Include all supporting data as an appendix.
   3. Indicate any deviations you have made from the original research plan and justify these changes. If you did not reach one or more of your initial goals, explain why.
   4. Indicate the expenditures you have made to date and how they relate to the project.
5. Indicate any problems or delays that you have encountered.
6. Indicate if the results from your studies are being prepared for publication or will be prepared for publication within the next six months.
7. Indicate if the results from your studies will be used as preliminary data in a grant application to another granting agency.
8. Indicate the future impact of the results of your study.
9. Indicate the strengths and weaknesses of the AUR Research and Education Foundation/RAHSR Imaging Policy Research Grant.
10. Indicate the influence or role that the grant had on your career or will likely have in the future.

2. Publications
   It is strongly encouraged that submission of results from AUR Research and Education Foundation funded projects be submitted to *Academic Radiology* for consideration for publication (right of first refusal) over alternate publications. However, the PI may submit to a more appropriate journal according to their content of work.

3. Acknowledgment
   The awardee is expected to present his/her results at the AUR Annual Meeting. All posters, publications, oral presentations and materials of work funded by the AUR Research and Education Foundation must contain appropriate acknowledgment.

4. Extension
   In unusual circumstances, one no-cost extension of the terms of this grant may be requested to extend the budget period up to 12 months beyond the original ending date. Approval of an extension will not include awarding additional funds. A request for an extension along with a progress report must be made in writing to the chair of the Imaging Policy Research Grant Review Committee at the AUR Research and Education Foundation’s address before the expiration of the original grant period. The request must state the reason(s) for the extension, length of the extension requested, and an explanation of how the reason(s) for the delay has been rectified. Requests must be co-signed by the organizational representative. Interim reports must be submitted every six months during the extension period. Other requests for changes to the terms of an award should be addressed to the chair of the Imaging Policy Research Grant Review Committee with similar documentation and institutional approvals.

5. Modification or Termination of Support
   The AUR Research and Education Foundation Board of Directors reserves the right to modify or terminate the amount of any funds granted under the terms of the Imaging Policy Research Grant. If the support level has to be modified by the Board of Directors for any reason, the grant recipient will be notified in writing at least 90 days prior, and the grantee will have the option to modify the project plan or terminate the grant.
Application Instructions

FORMATTING AND PAGE LIMITATIONS:

For all sections:
- Use a minimum font size of 11 in Arial or Times New Roman font.
- Use a minimum margin setting of 0.5 inches.
- All sections should be double spaced, except the Reference section, which may be single-spaced.

Biographical Sketch:
- Limit listed publications to those relevant to the proposed research during the past three years and two representative earlier publications pertinent to this application.

Page Limit:
- The total page limit for all materials including all letters of nomination and support is 20 pages. Page limit restrictions on individual sections should be applied as above. No appendix materials are to be submitted.

PLEASE NOTE: APPLICATIONS WHICH DO NOT FOLLOW THE PAGE LIMIT AND FORMATTING REQUIREMENTS ABOVE WILL BE EITHER DISQUALIFIED OR TRUNCATED AT THE SOLE DISCRETION OF THE AUR RESEARCH AND EDUCATION FOUNDATION.

APPLICATION:

Section I: Summary of Proposed Project
This page, when separated from the rest of the application, should serve as a succinct and accurate description of the proposed project. The summary should include the long-term goals of the proposed project as it applies to the applicant and to the radiologic community. Abstract not to exceed 300 words.

   A. Title

   B. Abstract

Section II: Applicant

A. Applicant Data Complete applicant personal and professional data.
   - Institution
   - Department
   - Key Training Dates (Degrees, Completion of postgraduate training programs)
   - Current year of training, or faculty position/rank
   - Grants & external funding for research received. Include all sources of funding. Specify the amount and percent effort for each.
   - Publications. List references to publications relevant to the proposed research during the past three years and two representative earlier publications pertinent to this application, including titles and all authors, in chronological order.
   - Time allocated to the proposed project, and to other duties. Specify percent and time frame.
   - Contact Information.

B. Biosketch
C. **Priority Statement**
Describe your area of professional/scientific interest(s) and long-term career goals and objectives. Explain how the opportunity of the AUR/RAHSR Imaging Policy Research Grant relates to the personal plans and ambitions of the applicant, to the priorities of the host institution, and to the radiologic community in general. Not to exceed 1000 words.

D. **Other Participants (if any)**
Other participants/investigators/scientific advisors/consultants who will contribute significantly to the project should be listed. Include a description of the role they will play in the proposed research project, and a brief summary of their qualifications and suitability for the proposed role.

**Section III: Research Plan**

A. **Detailed Research Plan**
Not to exceed 5 pages, including figures, tables, etc. Use 0.5” margins and size 11 Arial font. Additional pages may be included for references. Organize the research plan using the following headings:

**Specific Aims**
List the broad, long-term objectives and the goal of the specific research proposed. One/half page is recommended.

**Background and Significance**
Briefly sketch the background leading to the present application, critically evaluate existing knowledge, and specifically identify the gaps that the project is intended to fill. State concisely the importance and health relevance of the research described in this application by relating the specific aims to the broad, long-term objectives. If the aims of the application are achieved, state how scientific knowledge or clinical practice will be advanced. Describe the effect of these studies on the concepts, methods, technologies, treatments, services or preventative interventions that drive this field.

**Preliminary Studies**
For new applications, use this section to provide an account of the PI's preliminary studies pertinent to this application. This information will also help to establish the experience and competence of the investigator to pursue the proposed project. The existence of preliminary data is not a prerequisite for this award. Nonetheless, it may strengthen the application.

**Research Design and Methods**
Describe the research design conceptual or clinical framework, procedures, and analyses to be used to accomplish the specific aims of the project. Include how the data will be collected, analyzed, and interpreted. Describe the applicant’s specific roles in each phase of the project. Describe any new methodology and its advantage over existing methodologies. Describe any novel concepts, approaches, tools, or technologies for the proposed studies. Discuss the potential difficulties and limitations of the proposed procedures and alternative approaches to achieve the aims. Include the below information in the research plan:
- **Activities**: What specifically will be done to achieve the research objectives? How? Where? etc.
- **Deliverables**: What deliverables will result from the project? How are they related to the project goals?
- **Annual meeting presence**: What presence will the project have at the AUR annual meeting? How will it enhance the experience of the attendees? How will it contribute to the project goals?
- **Enduring materials**: What enduring materials will result from the project? How will they contribute to the project goals? How will AUR member access them?
- **Time Schedule**: To the extent possible, present a schedule of dates when various aspects of the project will be completed.
• Outcomes: What are the desired outcomes of the project? How will they be assessed?

Human Subjects
Will the project involve any of the following?
• human subjects (Y/N)
• vertebrate animals (Y/N)
• ionizing radiation/radioactive isotopes (Y/N)
• other, requiring institutional research assurance approval (recombinant DNA, etc) (Y/N)

While institutional review board (IRB) approval is not required at the time of award proposal submission, no funds will be disbursed before such approval is documented, if necessary.

References

B. Facilities, Resources and Environment
Describe major equipment, laboratory, clinical, animal, office/computer, support services, education resources, study populations, and other facilities (simulation centers, survey cores, etc) that will be available for this project. Specify the facilities to be used for the conduct of the proposed research. Indicate the performance sites and describe capacities, pertinent capabilities, relative proximity, and extent of availability to the project.

Section IV: Budget

A. Detailed Budget:
Since plans differ, no specific format is required for this section. However, a complete description of the projected use of funds will assist the study section reviewers in determining the project’s scope and feasibility. The budget should be a complete and detailed listing of the costs associated with the proposed program, including part-time salary support, tuition, supplies and materials, etc. List itemized expenses that will be incurred in this project. Group them into main categories of Personnel, Equipment, and Other (including, for example, scanner time costs). Provide justification for all budget expenses.

Specify the total project budget and the amount requested (if different than the total project budget). Explain how costs not covered by this grant will be paid (departmental funds, etc). Through this grant program, the AUR Research and Education Foundation does not pay institutional overhead costs, indirect costs, or tuition.

B. Other Sources of Support (pending and received):
Other non-conflicting sources of support for the proposed activity are encouraged and should be identified.

C. Award Payment Information:
To facilitate fund disbursement if the grant is approved, please supply the payee information and mailing address. This information is available through the institution’s research administration office. The institution will serve as the fiscal agent.
• Grant checks payable to:
• Grant checks sent to: Include contact name, mailing address, phone number, and e-mail.

Section V: Letters
A letter of support from the Department Chair is required.

Section VI: Signatures
Enter the names and contact information for each individual that will sign the completed application. Scanned signatures are required on the PDF copy.
• Department Chair
• Grant Administrator
• Grant Applicant

Section VII: Submission
Create and submit your application electronically as a PDF document. The electronic file must be received in the AUR Research and Education Foundation office at AUR@rsna.org on or before the deadline.

Questions?
Kristin Martino, Account Manager
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