



# Rheumatology Research Foundation

Advancing Treatment | Finding Cures

## Clinician Scholar Educator (CSE) Award

The mission of the Rheumatology Research Foundation is to advance research and training to improve the health of people with rheumatic diseases.

The purpose of the Clinician Scholar Educator (CSE) Award is to enhance education in musculoskeletal diseases for future doctors and rheumatology health professionals. Recipients of the award have demonstrated that they want to develop a career in education and are devoted to providing effective and efficient training. Recipients of the CSE Award devote themselves to developing products and processes using new technologies and methods to better train future rheumatologists.

Prior to applying, it is recommended to review the history of the [Clinician Scholar Educator Award](#) and [previous awardee projects](#).

**Award Amount:** Up to \$60,000 per year for 3 years (\$50,000 per year for salary and up to \$10,000 supplemental funding)

**All applications must be submitted online by 5:00 PM ET on the deadline day through Zengine at:**

<https://webportalapp.com/sp/fy2022cse>

If you have any questions about your eligibility or submitting your application, please contact Award & Grants staff at 404-365-1373 or [Foundation@rheumatology.org](mailto:Foundation@rheumatology.org).

Application Deadline
May 1, 2020
Notification
September 4, 2020
Award Term Begins
July 1, 2021

## Guidelines

All award recipients must abide by Foundation [Awards and Grants Policies](#) at all times.

### Eligibility

- Applicant must meet citizenship and other eligibility requirements as outlined in the Awards and Grants policies.
- Applicant must be an ACR or ARP member at the time of submission and for the duration of the award.

<b>ACR members</b> must meet the following criteria:	<b>ARP members</b> must meet the following criteria:
<ul style="list-style-type: none"> <li>• Have earned a DO, MD, or MD/PhD degree and completed a Rheumatology fellowship by the time of award start</li> <li>• Have experience in the education or training of medical students, and/or residents and fellows</li> <li>• Be licensed to perform clinical care</li> <li>• Have experience seeing patients AND currently see patients</li> </ul>	<ul style="list-style-type: none"> <li>• Have earned an advanced degree (Masters or above)</li> <li>• Have experience in the education or training of health professionals</li> <li>• Have experience seeing patients AND currently see patients</li> </ul>

- Must propose educational projects related to rheumatic disease.
- Applicant must be affiliated with an accredited graduate or medical school
- Applicant must be able to devote at least 25 percent full-time effort (including this project and other educational endeavors) to educational and scholarly activity for the duration of the award.
- Previous Clinician Scholar Educator awardees are not eligible to apply.

### Review Criteria

Applications will be peer reviewed and scored based on overall merit. This award will be reviewed based on the following criteria:

- Relevance of the proposal to the Foundation's mission to improve the health of people with rheumatic disease
- Plan for career development with the goal of development into an educational scholar
- Strength and innovation of project proposal including specific aims, background, project design and methods, final product (if applicable), and significance to education in rheumatic disease
- Applicant's educational portfolio, including experience and quality of past teaching activities

- Institutional support provided to the applicant

Applicants should carefully review [current and previously funded projects](#) for models that may be adapted to other settings, or may propose new projects that add to the cadre of educational products and methods in rheumatology training.

In order to provide support for scholars, particularly those who do not have access to educational scholars in their own institution, a mentoring component is built into this award. The ACR Committee on Training and Workforce has created an Advisory Panel composed of former Clinician Scholar Educator awardees to serve in this role. If there are specific questions about your project; please contact the Foundation staff and you would be placed in contact with a member of the Clinician Scholar Educator Advisory Panel for assistance.

### Award Terms and Funding

**Awardees are required to devote at least 25 percent full-time effort to educational and scholarly activity for the duration of the award.** Awards are funded for up to three years. The second and third year of support is conditional upon substantial accomplishments during year one. Progress reports, including updated benchmarks and progress toward goals, will be used to measure success and will be reviewed annually by the Foundation's Scientific Advisory Council.

The total amount of the award is up to \$60,000 per year. \$50,000 per year must be directly applied to the applicant's salary and is intended to support direct salary costs for each year of the award. The additional \$10,000 per year is intended to help cover the costs of tuition for a formal educational training program, advanced degree program, travel to educational meetings, and/or development of an educational product. The career or educational development, etc., portion must be justified in the yearly budget sheets. The award will be paid directly to the sponsoring institution. Payments will be disbursed in two equal installments in July and January. Indirect costs to the sponsoring institution are not permitted.

In order to help disseminate the scholarly work accomplished during the award period to the broader rheumatology community, awardees are expected to present the results of their project in the third year during the Foundation's CSE session at the ACR Convergence (ACR/ARP Annual Meeting).

## Application Instructions

### Applicant Information

You will be asked to confirm your eligibility and provide contact information in this section.

### Project Information

The information in this section is general information about the grant submission.

- **Project Title (limit 200 characters, including spaces)**  
Make your title specific and detailed. It should clearly state the topic of your proposal.
- **Abstract (limit 300 words)**  
Succinctly describe the hypothesis to be tested, the specific aims or global objectives of the project and the expected results.

➤ **Relevance to Foundation Mission (2-3 sentences)**

Briefly describe how your proposed project is relevant to the Foundation's mission to improve the health of people with rheumatic disease.

Specifically, please explain how your project will build/lay the foundation or directly address at least one of the following:

- Increase patient access to care
- Develop future treatments and cures
- Demonstrate or improve the value of rheumatology care
- Expand the impact of rheumatology

In this section, be succinct and use plain language that can be understood by a lay audience. This information is made public for all awarded grants and is used by the Foundation for marketing purposes.

➤ **Keywords**

Choose three keywords that accurately describe the project. If the application focuses on a specific disease, please include it as a keyword.

## Required Documents

### Educational Portfolio

**Download, complete, and submit the Educational Portfolio. See example of the template below.**

Limit to 6 pages.

### Project Proposal

Limit to 5 pages including references.

The proposal must describe the following:

- **Specific Aims** – Describe the proposed project and its role in the career development of the applicant as a clinician educator (one page).
- **Background** - What is the need addressed by the proposal? What background information serves to justify the approach selected? What is innovative about the approach? Include preliminary data, if applicable.
- **Project design and methods** – Provide a detailed description of the project proposed. This should include where and how the project is to be accomplished; what resources are already available or will be developed; and the target population (students and mentees involved). If the intervention is intended to continue after completion of the current award, please detail how it will be sustained.

Detailed milestones of the project and metrics of success should be detailed in the Benchmarks for Success template. A specific plan for data analysis should be included.

- **Final product (if applicable):** Projects may include a final product (i.e., a tangible instrument/item used for

educational purposes, such as teaching curriculum, lectures, measurements, webinars and websites, etc.). If a product is proposed, describe plans for product dissemination. Per Foundation policies, when resources have been developed with Foundation funds and the associated research findings published or provided to the Foundation, they must be made readily available to qualified individuals within the scientific community.

- **Significance:** Include a statement on the relevance of the proposed project to education in the rheumatic diseases. Describe any generalizable innovations. Describe the potential impact of the award on the career development of the applicant as a clinician educator and the applicant's anticipated future work.

- **References**

### Career Development Plan

Submit a detailed plan for career development over the next three to five years, with the goal of development into an educational scholar. This should include explicit plans for advanced educational training and identification of a mentoring committee composed of at least one person from the applicant's institution and one person outside the institution.

Limit to 2 pages.

### Benchmarks of Success

**Download, complete and submit the [Benchmarks of Success template](#). See example of the template below.**

These benchmarks should be applied to all relevant aspects of the proposal and must be measurable. If a final product is proposed, dissemination of the product is a required benchmark.

### Budget

**Download, complete and submit the [Budget template](#). See example of the template below.**

Applications must include an itemized budget indicating the expected amount of salary from the award, up to a maximum of \$50,000 annually (this includes fringe, if requested).

If requesting the additional \$10,000, include this on the budget sheet and provide a justification. This supplement may be used for:

- Tuition for a formal educational training program
- Advanced degree program
- Travel expenses to educational meetings
- Development of an educational product

Note that all awardees are expected to attend the Clinician Scholar Educator Meeting held in conjunction with the ACR Program Directors Conference each spring, as well as the ACR Convergence (ACR/ARP Annual Meeting) each Fall. Please build these expenses into the CSE budget if not covered elsewhere.

## Distribution of Time

Download, complete and submit [the Distribution of Time chart](#). See example of the template below.

The applicant's institution or clinical practice representative should review the Distribution of Time chart.

The awardee must devote **at least 25 percent full-time professional effort** (including this project and other educational endeavors) for educational and scholarly activity for the duration of the award.

## Letter of Institutional Support

The applicant's institution or clinical practice setting must provide a letter of institutional support including:

- Support of the candidate's qualifications for this award.
- A detailed explanation of the candidate's current salary support and how this award will restructure the candidate's salary support. This award is **not** intended to replace existing salary support for educational activities.
- Explicit assurance of protection of at least 25 percent of the applicant's time for educational and scholarly activity for the duration of the award and support for the applicant's plan to develop a career as an educator and to be promoted within their institution on the basis of educational performance and scholarship.

## Training Program Director Letter (if applicable)

A signed letter of support from any training Program Director (medical school, residency, etc.) whose curriculum is included in the program must also be included. This letter of support must include an explicit agreement to implement the proposed curriculum changes and specify the proposed changes.

## Additional Uploads

Additional documents which support the application may be uploaded.

## Checklist of Uploads

Use this for reference when finalizing application materials.

Please double check all documents prior to upload. You will be able to view and print your application once it has been submitted, as well as download the attachments for viewing.

- Educational Portfolio
- Project Proposal
- Career Development Plan
- Benchmarks
- Budget
- Distribution of Time
- Letter of Institutional Support
- Training Program Director Letter (If Applicable)
- Additional Uploads (Optional)

**Educational Portfolio**

NAME	POSITION TITLE
INSTITUTION	

**EDUCATION/TRAINING** (Begin with baccalaureate or other initial professional education, and include Postdoctoral)

INSTITUTION AND LOCATION	DEGREE (if applicable)	YEAR(s)	FIELD OF STUDY

**The Educational Portfolio may not exceed six pages. Follow the format and instructions in the sample below. Supplemental material will not be considered during the review process.**

*Note: Anticipating a diverse applicant pool, the portfolio is intended to be sufficiently broad to capture educational achievements from a large and varied group. Many individuals will not have activities for every category; therefore, candidates are only expected to complete those areas that pertain to their experience.*

Your Educational Portfolio should summarize your professional educational achievements over the past three to five years and provide insight into your personal philosophies regarding education. Please provide a statement supporting your expertise in the following areas that pertain to your experience. **Please complete all sections (A – J). If a section does not apply to you, put, “Not Applicable,” and why this section does not apply.**

**A. Background information:** A brief summary of employment history, work experience, publications and professional memberships.

**B. Educational philosophy:** A very brief description of the applicant’s personal theory of learning and teaching in the clinical practice setting as well as the educational theory that guides you. (This can include general principles and/or educational theory that relates directly to learning and teaching in the clinical practice setting, depending on the project)

**C. Design, development and/or evaluation of curricula/programs**

**D. Teaching skills:** Documentation of teaching experience. Include the level of the target audience, year, duration and topic/clinical setting.

**E. Assessment of learner performance:** The construction and implementation of assessment measures with their associated evidence of reliability, validity and other psychometric indices.

**F. Educational administration:** Educational leadership and management positions in your home institution, committee and task force service, and accomplishments/outcomes of those activities.

**G. Regional/national scholarship:** Membership and leadership in educational organizations, relevant educational publications, extramural support for educational activities, the development of instructional materials with data regarding quality, peer review and dissemination.



**H. Continuing education and professional development:** Documentation of growth in knowledge and skills as an educator.

**I. Honors and Awards:** Recognition by peers, students, and/or patients with description of award selection process.

**J. Long-term goals:** Reflection on portfolio and future plans, often linked to continuing education.

**Benchmarks for Success**

The benchmarks (expected status of the project at various points in time) included in your application will be used to evaluate progress. The benchmarks should reflect the specific aims of the proposal and be presented within the context of measurable outcomes. If a final product is proposed, dissemination of the product is a required benchmark.

<b>BENCHMARKS</b> <i>(Should be listed in order of priority)</i>	<b>Metrics for Success</b> <i>(Projected end points)</i>	<b>Expected Completion Dates</b>

DETAILED BUDGET (DIRECT COSTS ONLY)		AWARD YEAR: 1	FROM: 07/01/2021	THROUGH: 06/30/2022	
Applicant Name:		Fringe Rate:	Salary Requested:	Fringe Benefits:	Total Costs:
					\$0.00
				Salary subtotal:	\$0.00
<b>EDUCATIONAL EXPENSES (<i>itemize by category</i>)*</b>					
Category:	Item ( <i>insert lines as necessary</i> ):				Amount:
					\$
					\$
					\$
					\$
					\$
<b>JUSTIFICATION:</b>					
				<b>Other Expenses Subtotal:</b>	\$0.00
				<b>TOTAL DIRECT COSTS:</b>	\$0.00
<p><b>*Note:</b> The annual award amount of \$50,000 must be applied directly to salary and fringe; however an additional \$10,000 per year may be requested for educational expenses only as outlined in the award application. This additional amount requires a separate justification, to be included above. All awardees are expected to attend the ACR Program Directors Conference each spring, as well as the ACR Convergence (ACR/ARP Annual Meeting) each fall. Please build these expenses into the CSE budget if not covered elsewhere.</p>					

**\*Excel template is available for download [at this link.](#)**

DETAILED BUDGET (DIRECT COSTS ONLY)		AWARD YEAR: 2	FROM: 07/01/2022	THROUGH: 06/30/2023	
Applicant Name:		Fringe Rate:	Salary Requested:	Fringe Benefits:	Total Costs:
					\$0.00
				Salary subtotal:	\$0.00
<b>EDUCATIONAL EXPENSES (<i>itemize by category</i>)*</b>					
Category:	Item ( <i>insert lines as necessary</i> ):				Amount:
					\$
					\$
					\$
					\$
					\$
<b>JUSTIFICATION:</b>					
				<b>Other Expenses Subtotal:</b>	\$0.00
				<b>TOTAL DIRECT COSTS:</b>	\$0.00
<p><b>*Note:</b> The annual award amount of \$50,000 must be applied directly to salary and fringe; however an additional \$10,000 per year may be requested for educational expenses only as outlined in the award application. This additional amount requires a separate justification, to be included above. All awardees are expected to attend the ACR Program Directors Conference each spring, as well as the ACR Convergence (ACR/ARP Annual Meeting) each fall. Please build these expenses into the CSE budget if not covered elsewhere.</p>					

**\*Excel template is available for download [at this link](#).**

DETAILED BUDGET (DIRECT COSTS ONLY)		AWARD YEAR: 3	FROM: 07/01/2023	THROUGH: 06/30/2024	
Applicant Name:		Fringe Rate:	Salary Requested:	Fringe Benefits:	Total Costs:
					\$0.00
				Salary subtotal:	\$0.00
<b>EDUCATIONAL EXPENSES (<i>itemize by category</i>)*</b>					
Category:	Item ( <i>insert lines as necessary</i> ):				Amount:
					\$
					\$
					\$
					\$
					\$
<b>JUSTIFICATION:</b>					
				<b>Other Expenses Subtotal:</b>	\$0.00
				<b>TOTAL DIRECT COSTS:</b>	\$0.00
<p><b>*Note:</b> The annual award amount of \$50,000 must be applied directly to salary and fringe; however an additional \$10,000 per year may be requested for educational expenses only as outlined in the award application. This additional amount requires a separate justification, to be included above. All awardees are expected to attend the ACR Program Directors Conference each spring, as well as the ACR Convergence (ACR/ARP Annual Meeting) each fall. Please build these expenses into the CSE budget if not covered elsewhere.</p>					

\*Excel template is available for download [at this link](#).

### Distribution of Time/Effort

The awardee must devote at least 25 percent (including this project and other educational endeavors) full-time professional effort for educational and scholarly activity for the duration of the award.

ACTIVITY	CURRENT (%)	DURING AWARD (%)	DESCRIPTION
Clinical w/ Students, Mentees			
Clinical w/o Students, Mentees			
Teaching - funded			
Teaching - unfunded			
Administrative			
Other (Explain Below)*			
<b>TOTAL (Must Equal 100%)</b>	<b>100%</b>		
<b>*Other Explanation:</b>			

#### Definitions:

- During award* Time applicant would spend on activities if award is received
- Clinical w/o students, mentees* Clinical activity done without a student or mentee
- Clinical with students, mentees* Clinical activity done with a student or mentee, including clinical teaching activities
- Teaching-funded* Teaching activity in a non-clinical setting that is or will be supported
- Teaching-unfunded* Teaching activity in a non-clinical setting that is or will be unsupported