



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 Award is to support ACR and ARHP members seeking to develop a career in education and training, with the aim of enhancing education in the musculoskeletal and rheumatic diseases.

For more information on the history of the Clinician Scholar Educator Award and previous awardee projects, [click here](#) and for the [Clinician Educator Resources](#)

Award Amount: Up to \$60,000 per year for 3 years

All applications must be submitted by 5:00 PM ET on the deadline day through WizeHive
<http://app.wizehive.com/apps/cse>

Application Deadline
May 1, 2018
Notification
August 31, 2018
Award Term Begins
July 1, 2019

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 ARHP member at the time of submission and for the duration of the award.

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

- 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 to educational and scholarly activity for the duration of the award.
- Previous Clinician Scholar Educator awardees are not eligible to apply.

If you have questions about your eligibility, please contact the Foundation at 404-365-1373 or Foundation@rheumatology.org, before preparing your application.

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.

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 by the Foundation's Scientific Advisory Council.

Up to \$50,000 per year must be directly applied to the individual applicant's salary and is intended to support direct salary costs for each year of the award. An additional \$10,000 per year may be awarded upon request and justification 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 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 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 this role.

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 in a session during the ACR/ARHP Annual Meeting.

Application Instructions

Before starting the online application, please read [Instructions for All Awards](#).

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.

➤ **Project Narrative (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 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. The Project Narrative 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.

Include a specific subsection entitled “Benchmarks and Metrics” that details the milestones (benchmarks) of the project and how the benchmarks will be measured/assessed. Include a specific plan for data analysis.

- **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 & Justification 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/ARHP 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** 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.

Note: after a document is uploaded, you will not be able to view. Please double check all documents prior to upload. A PDF of your complete application will be emailed to you following the submission deadline for your reference.

- 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 <i>(Begin with baccalaureate or other initial professional education, and include Postdoctoral)</i>			
INSTITUTION AND LOCATION	DEGREE <i>(if applicable)</i>	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.



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

Budget & Justification

Applicant Name (Last, First initial):

DETAILED BUDGET – CSE Year 1 <i>DIRECT COSTS ONLY</i>		FROM 07/01/2019		THROUGH 06/30/2020
NAME	Fringe Rate	SALARY REQUESTED	FRINGE BENEFITS	TOTAL COST
SALARY SUBTOTAL 				\$
EDUCATIONAL EXPENSES <i>(Itemize by category)**</i>				
Justification:				
OTHER EXPENSES SUBTOTAL 				\$
TOTAL DIRECT COSTS FOR INITIAL BUDGET PERIOD				\$
<p>**Note: 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/ARHP Annual Meeting each fall. Please build these expenses into the CSE budget if not covered elsewhere.</p>				

DETAILED BUDGET – CSE Year 2 <i>DIRECT COSTS ONLY</i>		FROM 07/01/2020		THROUGH 06/30/2021
NAME	Fringe Rate	SALARY REQUESTED	FRINGE	TOTAL COST
SALARY SUBTOTAL				\$
EDUCATIONAL EXPENSES <i>(Itemize by category)**</i>				
Justification:				
OTHER EXPENSES SUBTOTAL				\$
TOTAL DIRECT COSTS FOR INITIAL BUDGET PERIOD				\$
<p>**Note: 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 <i>only</i> 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/ARHP Annual Meeting each fall. <i>Please build these expenses into the CSE budget if not covered elsewhere.</i></p>				

DETAILED BUDGET – CSE Year 3 <i>DIRECT COSTS ONLY</i>		FROM 07/01/2021	THROUGH 06/30/2022	
NAME	Fringe Rate	SALARY REQUESTED	FRINGE BENEFITS	TOTAL COST
SALARY SUBTOTAL 				\$
EDUCATIONAL EXPENSES (<i>Itemize by category</i>)**				
Justification:				
OTHER EXPENSES SUBTOTAL 				\$
TOTAL DIRECT COSTS FOR INITIAL BUDGET PERIOD				\$
<p>**Note: 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/ARHP Annual Meeting each fall. Please build these expenses into the CSE budget if not covered elsewhere.</p>				

Distribution of Time

The awardee must devote **at least 25 percent** full-time professional effort for educational and scholarly activity for the duration of the award.

<u>ACTIVITY</u>	<u>CURRENT</u>	<u>DURING AWARD</u>	<u>DESCRIPTION</u>
Clinical w/ students, mentees			
Clinical w/o students, mentees			
Teaching – funded			
Teaching – unfunded			
Administrative			
Other (explain below)			

TOTAL* _____ **100%** _____ ***Columns must total 100%**

Other

Explanation:

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