NAAHP Research Grant

Introduction:

In order to support research that aids the practice of pre-health advising, the NAAHP organization has created the NAAHP Research Grant. Grants ($500.00 to $1,000.00) are awarded annually following a competitive review process as outlined below. All members of the NAAHP are eligible to apply. Individuals are encouraged to apply for research grants both from the NAAHP and from their regional organization, if such a funding opportunity exists. In order to maximize the number researchers funded, individuals can only be awarded one grant per award cycle. Those who are awarded funding from their individual region will be removed from consideration for the NAAHP Research Grant.

Guidelines

Eligibility:

- The research grant is open to all members of NAAHP who are engaged in active research related to our field of interest. Applicants/Awardees are required to maintain NAAHP membership.

Application Process:

- Members who wish to apply for the grant must submit a research proposal and a budget proposal to the organization. The proposal should be limited to two pages and should include the following sections, in the order listed.
  - **Purpose Statement:** a clear description of the purpose of the proposed research
  - **Objectives:** a clear statement of the objectives of the proposed research and how they are related to the purpose
  - **Overall Impact and Significance:** describe how the proposed project will exert an influence on the field of pre-health advising. It would be useful to include potential ways in which outcomes of the project may/will contribute to development of useful tools or positively impact the challenges inherent in pre-health advising.
  - **Applicability:** describe how the proposed project addresses a wide range of institutions, pre-health advisors, and/or students. It would be useful to explain how the project will provide information that is contextually applicable beyond the institution where the research is conducted.
  - **Methodology:** describe proposed method(s) and how they will specifically enable project objectives to be achieved. Be sure to explain how the overall strategy, methodology and analyses are well reasoned and appropriate to the purpose of the project. If the project involves work with humans, the author must attach IRB approval documents or, include how IRB approval will be obtained based upon described potential risks to research subjects. Note that final funding release for selected proposals will be contingent upon submission of IRB approval documentation.
  - **Timeline:** provide an outline of the project timeline including anticipated start and proposed length of the project as relevant to funding projection and budget.
- **Budget**: should list specific resource items with actual costs projected over the proposed time frame proposed for the project. Note that NAAHP Research Grant funds may not be used to cover award recipient salary. Some examples of how funds may be used include hiring a student assistant to assist with research, purchasing an account with Survey Monkey, purchase of necessary software as justified.

**Evaluation and Selection:**

- Research proposals will be evaluated by a panel of reviewers who have knowledge in the field. The panel will consider the following criteria (not listed in any rank order):

  1. Overall Impact and Significance
     a. Likelihood that the proposed project addresses an important challenge and will exert an influence on the field of pre-health advising
  2. Applicability
     a. Proposed project will provide information beneficial to pre-health advisors at a variety of institutions of higher education
  3. Approach
     a. Proposed project objectives are clear and proposed research will meet those objectives
     b. Funding is adequate to complete the proposed project
  4. Quality
     a. Proposal is professional, clear of errors, and inappropriate diction
     b. Supportive documentation or required approvals (such as IRB) have been provided or process by which approval obtained will be explained
  5. Budget
     a. Proposed resources are well defined, justified, and appropriate to meet project goals

**Deadline for the current funding cycle**

- Proposals must be submitted by 5PM EST on July 1, 2023.
- Announcement of awards will be made in writing no later than August 1, 2023.

**Submission**

- Applications must be submitted through this form - APPLICATION FORM IS CLOSED
- Supporting documentation must be submitted as a PDF.

**Award Notification:**

- The member(s) awarded grant funding will be notified in writing and provided supplemental information related to fund access and outcome reporting as appropriate. As there is limited funding, the organization cannot guarantee an award to all who apply. For unfunded proposals, the organization will notify the member(s) in writing that their project was not selected, and they will be provided feedback from the review panel.

**Payment:**
Grant award money will be provided in advance of the start of project research. Grant awards are based on the submitted budget.

- Grants awarded to Individuals will likely be considered income and may have income tax implications. A 1099 will be sent to the individual.
- Grants awarded to institutions are typically free from tax liabilities.

Reporting of project progress and outcome:

- The awardee member is required to submit an interim report scheduled approximately at the defined midpoint of the proposed timeline of the project and a final report upon completion of the project to the organization. Approximate dates for the reports will be shared with grant awardees in the written communication at the time they are notified of their receipt of a grant for the current funding cycle.

- Interim and final reports must include a summary of research completed to date and results achieved, a detailed account of funds spent, and all publications including those pending or projected resulting from the research.

- The grant recipient is highly encouraged to submit project results for publication in The Advisor. However, the recipient of the NAAHP Research Grant is not required to do so and there is no guarantee or other arrangement that the work will be accepted for publication in The Advisor.

Acknowledgment of funding:

- The awardee member who receives grant funding is required to acknowledge the support of the organization in any publications resulting from the research, and to provide copies of any publications to the organization.

Compliance:

- The awardee member must comply with all laws and regulations regarding the use of the grant funds and must use the funds only for the purposes outlined in the budget proposal. Any deviation from the budget proposal must be approved by the organization in advance. Any grant funds not spent/utilized by the end of the project must be refunded to/will be reclaimed by the organization.

Review and Updating:

These guidelines will be reviewed and updated on a regular basis by the organization's Board of Directors to ensure they remain relevant and effective. The organization reserves the right to make changes to the NAAHP Research Grant Application and Selection Procedures.

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<th>Responsible Party:</th>
<th>NAAHP Research Committee</th>
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