THE CENTER FOR HEALTH DESIGN RESEARCH COALITION
2016 NEW INVESTIGATOR AWARD
Submission Deadline: September 19, 2016

The Center for Health Design's (CHD) Research Coalition announces the New Investigator Award (NIA). Its purpose is to support high quality research by new investigators around the world in the field of evidence-based healthcare facility design. The award is open to graduate students, and other recent research degree recipients whose contributions reflect their potential to conduct original, empirical research to improve our understanding of the relationships between the physical environment and health-related outcomes & wellness. The goal of the award is to support new researchers whose research is likely to fill critical gaps in the field of evidence-based design (EBD).

All applications will undergo a thorough peer-review process, conducted by CHD's Research Coalition (RC) members.

AREAS OF FOCUS
This request for proposals (RFP) seeks to fund studies in all healthcare settings, including hospitals, ambulatory care, behavioral health settings, senior living facilities and home based models of care. The setting of research can range from academic medical centers to community based care initiatives, as well as simulation laboratories.

This RFP stipulates that the proposal examine the relationship between the built environment and healthcare outcomes for the following areas of focus:
1. Patient or resident*
   a. safety
   b. experience
   c. satisfaction
   d. quality of care; or
   e. health & wellness
2. Population health management (defined as "the health outcomes of a group of individuals, including the distribution of such outcomes within the group"). In the context of the built environment we broadly seek to address accessibility to healthcare through "decentralized" models that bring care closer to home in the context of livable communities, wellness centers, patient-centered medical homes, etc. and impact group healthcare outcomes.
3. Impact of technology on built environment design and how these innovations improve healthcare outcomes, organizational outcomes, and/or communication.
4. The development of innovative tools, techniques and approaches to support healthcare design research.

   *Please note: Where possible, proposals should address patient outcomes and reimbursement as identified through the Patient Protection and Affordable Care Act (ACA), the Hospital Value-based Purchasing program (VBP), Hospital Acquired Conditions Reduction Program (HACRP) or HCAHPS. Perhaps just say "Consumer Assessment of Healthcare Providers and Systems" (CAHPS) (HCAHPS is specific to hospitals)

AWARDS
The Center for Health Design will present one award of $10,000 to a researcher in the early phases of their career. Additionally, the award recipient will receive free registration to attend Healthcare Design Conference where they will have the opportunity to present their completed study; travel expense will also be covered by CHD. The award recipient will be designated a member of CHD's Research Coalition for one year.

RESEARCH COALITION PURPOSE
The purpose of The Center for Health Design's RC is to support EBD research and its translation into practice that contributes to therapeutic, safe, efficient, and effective healthcare environments. The RC directly supports The Center's strategic goals by:
- Assisting with the translation of research into practical design tools.
- Facilitating the engagement of new researchers in the EBD community.
- Strengthening The Center's research team's knowledge of new research endeavors.

EVIDENCE-BASED DESIGN OVERVIEW AND SUMMARY
Evidence-based design or '*the process of basing decisions about the built environment on credible research to achieve the best possible outcomes*' provides a framework for linking facility design decisions with key patient, staff and organizational outcomes in healthcare settings.

While the body of evidence available for supporting design decisions has grown over the last decade, there is still a paucity of research in many key areas. As a result, healthcare practitioners and designers engaged in the design of new facilities or renovating existing facilities struggle to find sufficient evidence to support key facility investment decisions. There is a need for timely and relevant research studies that clearly show how different aspects of the built environment impact patient safety, worker safety and effectiveness as well as patient satisfaction and quality of care in healthcare settings. The New Investigator Award is intended to support the continued development of quality EBD research and researchers.

ELIGIBILITY
Investigators from research and academic institutions, and professional practice, are encouraged to apply. Applicants should be either a current graduate student or someone who has graduated with a research degree *within the past three years* and is currently engaged in research in either a practice setting or academic institution.

All applicants should submit a fully developed research proposal of not more than 6,500 words as detailed in the Appendix.

EVALUATION CRITERIA
Proposal submissions will be reviewed and scored by the Research Coalition members (and Research Coalition Alumni if necessary) based on the following weighted criteria (listed in order of importance):
1. Scientific quality of the proposal and methodology
2. Feasibility of implementing the research as described in the proposal
3. Applicant's research abilities and the availability of additional/matched funding
4. Relevance and likelihood to influence health, wellness, and healthcare design

The award decisions will be made at the discretion of CHD on the recommendations of the RC. Reviewers are required to respect the confidentiality of the information provided in the proposals.

2016 NEW INVESTIGATOR INFORMATIONAL WEBINARS
Applicants for the New Investigator Award are required to view an informational webinar. The webinar will cover:
- The Center for Health Design's Research Coalition Mission and purpose of the NIA RFP
- A step-by-step discussion of each section of the proposal and what it tells the reviewers
- Keys to success and common mistakes to avoid

The webinar will be recorded and made available to view on-demand starting July 1, 2016. To request access to view this webinar, please contact Shannon Roecklein (sroecklein@healthdesign.org). A question and answer session will be held on August 10, 2016 for any questions that may arise from the RFP and webinar. To register for this Q&A session, email Shannon Roecklein.

APPLICATION PROCESS AND SCHEDULE

May 9, 2016	2016 NIA RFP announced
August 10, 2016	NIA RFP Q&A (webinar viewable on-demand) — 3:00-3:30pm Eastern
September 19, 2016	**Submission Deadline**
November 14, 2016	NIA Award Recipient announced at HCD15
December 1, 2016	The NIA recipient joins the Research Coalition for a one-year membership
November 2017/2018	The NIA recipient presents research findings at the HCD Conference

NIA AWARD RECIPIENT DELIVERABLES

NIA recipient will submit quarterly progress reports to CHD and a member of the Research Coalition, who will act as a mentor. Recipients are expected to complete the research project according the timeline outlined in their proposal. Any adjustments to the timeline must be coordinated with and approved by the RC.

At the conclusion of the project, NIA recipients are expected to:
1. Prepare a manuscript describing the study in a format that can be submitted to a peer reviewed journal. Submission to a peer-reviewed journal is at the discretion of the researcher, but please acknowledge the support of CHD.
2. Complete a Key Point Summary of their study using CHD's Knowledge Repository format.
3. Provide a 20-minute presentation about their study during CHD's Innovations in Research session of HCD'17 or '18.
4. Researcher will coordinate with mentor to write the final deliverable, which is a paper (approx. 5 pages, excluding references and appendices) that summarizes the design implications of the study. The paper should be written for an audience of designers, and will be published via CHD's website.

CONFLICT OF INTEREST

Research Coalition members, CHD staff, and consultants are not eligible to serve as principal investigators. In addition, they may not participate in the review of proposals that are submitted by his or her colleagues or if he or she is asked to serve in a consultancy capacity. All proposals must adhere to the application process of the RFP. All research results will be broadly disseminated and therefore are required to be non-proprietary. Only one proposal per applicant is eligible for the award.

RESEARCH COALITION MEMBERS

(NIA Lead) Saif Haq, PhD, Professor, Associate Dean of Research, Texas Tech University
Sheila Bosch, PhD, Assistant Professor, University of Florida-Jacksonville
Barbara Dellinger, MA, AAHID, IIDA, CID, EDAC, Director of Design Research, Adventist Healthcare
Don Goldmann, MD, Chief Medical and Scientific Officer, IHI
Lynn Kenney, Senior Analyst, Advocacy, American Society for Healthcare Engineering, American Hospital Association
Yolanda Keys, DHA, MSN, RN, NEA-BC, Associate Professor, College of Nursing and Health Sciences, Texas A&M University-Corpus Christi

Von Lambert, Senior Project Manager, Rider Levett Bucknall
Lorissa MacAllister, PhD, BSW, AIA, NCARB, LEED AP, EDAC, Founder, Enviah
Mark Patterson, AIA, LEED AP; AIA AAH Representative, Vice President SmithGroup
Avein Saaty-Tafoya, MD, MBA, HCM, EDAC, CEO, Adelante Healthcare
Ron Smith, AIA, ACHA, EDAC, LEED AP, Project Manager-Healthcare, LS3P
Jaynelle Stichler, DNS, RN, EDAC, NEA-BC, FACHE, FAAN, Professor Emerita of Nursing, San
     Diego State University
Walt Vernon, MBA, JD, President & CEO, Mazzetti
Frank Weinberg, Board Chair, The Center for Health Design
Rana Zadeh, M.Arch, PhD, EDAC, Assistant Professor, College of Human Ecology, Cornell
University

Questions and proposals should be addressed to:

Shannon Roecklein, EDAC, Project Manager
The Center for Health Design
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Concord, CA 94520
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APPLICATION REQUIREMENTS

Component and Length	Purpose
NIA RFP Checklist	Include a completed checklist as the first page of your proposal (included below); does not apply to total page count.
Title of the Study	
Principal Investigator	Name, credentials, title, place of employment Contact Information: address; email; phone number
Abstract, 250 words	Describe objectives, methods and relationship to the chosen issue topic.

Proposal Description, maximum of 3,000 words	Significance/Background: Describe the significance of this study to your organization, nursing, healthcare
	
	Purpose or Aim of the Study
	
	Research Question(s)
	
	Theoretical or Conceptual Model (if available)
	
	Research Methodology (qualitative):
	
	    Research Design: Ethnography, Phenomenology, Grounded Theory, Descriptive Case Study Comparison, other?
	
	    Setting: How many hospitals or healthcare settings do you propose to use in your study?
	
	    Proposed Population and Sample: the population you are proposing, sampling method, sample inclusion and exclusion criteria, how many people do you expect in your sample, interview format/instruments/ surveys/tools
	
	Research Methodology (quantitative):
	
	    Research Design: Experiential, quasi-experimental, descriptive, other?
	
	    Setting: How many hospitals or healthcare settings do you propose to use in your study?
	
	    Proposed Population and Sample: the population you are proposing, sampling method (random, convenience, snowball, other), sample inclusion and exclusion criteria, how many people do you expect in your sample, measures/instruments/ surveys/tools
	
	    Indicate if you have conducted a power analysis to determine proposed sample size.
	
	    Indicate if your instruments are self-developed or if they have been psychometrically tested (validity and reliability) with results.
	
	Research Methodology (mixed methods):
	
	    Include the relevant data from each category above and whether your design is exploratory, explanatory, convergent, other? Explain why a mixed methods approach is most suited to your research question.
	
	Data Collection Procedures:
	
	    Describe how you will recruit your subjects.

	Describe your data collection procedures (survey instrument format, anonymity vs coded, etc.)
	Data Analysis:
	Describe how you will analyze your data or identify themes including software used, any consultants that will be used
	Outcomes:
	Describe how the project will impact healthcare design research, healthcare building design practices and/or the EBD process. List the expected outcomes and the proposed baseline. How likely is it that the results will be easily and rapidly translated to design?
Tasks & Milestones, maximum of 900 words	List the tasks and milestone in a timeline. Refer to the budget template to associate requested funds with each task. You will be required to meet quarterly with a member of the CHD's RC who will act as your mentor, schedule your milestones accordingly.
Budget Narrative, maximum of two pages	Complete the budget template (attached in the appendix). Reference a budget narrative to explain all line items. Tie line items to project tasks and milestones. Please explain any additional funding contributions.
Qualifications (*Researchers' Experience)*, one page summary (400 words)	Provide qualifications for the investigator in the study regarding his/her level of research experience. If you are a student, please indicate the name and phone number of your faculty or research mentor/sponsor. State any conflict of Interest. Include Curriculum Vitas in an appendix and reference as needed. Explain why you are best suited for this work.
Human Subjects, maximum 450 words	Discuss whether or not your study involves human subjects and, if so, explain how your research methods will protect human subjects. Through what entity will you submit an IRB application?
Communications Plan, 200 words	Explain how your project team will disseminate the findings from your study (conferences, journals, etc.).
Appendices, as needed	Include CVs and Contact Information, two references, signed commitment letters from organizations where you may be conducting your research study. For graduate candidates, you should also include one letter from your thesis advisor to confirm that your study has been approved by your committee. For all applicants, we recommend that you seek letters of recommendation from individuals who are well acquainted with your skills and capabilities as a researcher.

NIA RFP CHECKLIST

Your proposal will not be reviewed unless the following items are included. Please indicate they are included by initialing each of the RFP requirements listed below:

_____ Information webinar attended (indicate date here:_____)
_____ Abstract (as outlined the RFP)
_____ Proposal Description (as outlined the RFP)
_____ List of Tasks & Milestones (as outlined the RFP)
_____ Budget Narrative
_____ Budget Worksheet
_____ Qualifications
_____ Human Subjects
_____ Communications Plan
_____ Appendix: CV & Contact Information
_____ Appendix: Approval of thesis proposal (if student)
_____ Appendix: One letter of support (personal) AND one letter of support (research study)
_____ Appendix: Letters of support from proposed study sites
      _____ (name of site 1) _____
      _____ (site 2) _____
      _____ (site 3) _____

Have you submitted your IRB paperwork?
___ Yes. If yes, has it been approved? _____
___ No.

Which of the following CHD Research Priorities does your proposal address?
_____ Increased patient and resident safety, experience, satisfaction, and quality of care through environmental design.
_____ Advancement in population health management.
_____ Exploration of the impact of technology used in healthcare on built environment design decisions.
_____ Development of innovative tools, techniques and approaches to support healthcare design research and practice.
_____ Other. Please explain._____
_____
_____
_____

BUDGET GUIDELINES

INTRODUCTION
The following guidance is provided to help you prepare the budget document that accompanies your proposal. It is organized to address each category of expense and services that may be required to complete your project. First, some general thoughts about your costs, which should be reasonable, allowable and allocable:

- The budget is the financial reflection of the project
- All costs must be necessary to achieve your project objectives.
- Your proposal will be evaluated on whether the budget is reasonable for the work proposed
- The success of the proposal may hinge on the reasonableness of the budget
- Your proposal may be judged more favorably if you procure matching funds.
- If you are granted the award money, you will need to get approval from the Center for Health Design project manager assigned to you if you need to deviate from the approved budget.

1. PERSONNEL SALARIES/WAGES
List the name of each individual to whom a salary will be paid. Such individuals may include the salary for the principle investigator, other investigators, graduate student assistants, etc. The responsibilities for each person to whom a salary will be paid should be clearly outlined in the proposal. Identify name and title of the individual; specify the hourly rate and the total planned wage. Identify the amount of the salary for which CHD funds are requested, as well as any matching funds.

2. CONSULTANT/CONTRACTUAL SERVICES
You may need to engage a consultant or contract for specific services in order to complete your project. Consultant services are primarily advisory in nature requiring professional expertise to solve clearly delineated problem. The use of a consultant is expected to be infrequent and the role of these individuals should be clearly described in the proposal, to include:
- Services performed
- Number of hours/days and rate of compensation
- Travel and other related costs

Services may include expenses such as engagement of a statistician, or transcription assistance.

3. OTHER DIRECT PROJECT EXPENSES
a. *Travel.* Identify all travel necessary to complete the project, to include transportation to study sites and attending meetings and conferences. Do not include travel expenses to the Healthcare Design Conference during which you will present the results of your project. Describe each episode of required travel in the proposal including the following details:

- Include number of people, number of days, purpose and location of travel
- State exactly which relevant meeting you plan to attend to present data
- For airfare, use US flag carriers only (unless unavailable)
- Include breakdown of costs for airfare, meals, lodging, and ground transportation
- Ask for reasonable amounts

b. *Equipment.* Identify any equipment that you need to rent or purchase in order to complete the project. Describe the equipment requirement in your proposal and:

- Provide justification, if equipment upgrades are required
- Identify maintenance and service contract expenses

c. *Materials and Supplies*. List all materials and supplies needed to complete the project. This may include expenses such as participant financial incentives to participate in the project, focus group support like refreshments, software purchases necessary to complete the study. In all cases, the purpose of the item must be clearly described in the proposal.

d. *Publication.* Identify any costs associated with preparing the results of the study for publication as a poster, paper or presentation.

4. INDIRECT COSTS
Indirect costs represent those expenses that cannot be easily identified to a single project but are necessary to complete your project. They include items such as office supplies, expenses associated with the use of a facility, photocopying documents for IRB approval, and printing floor plans.