# 

# MISSION DRIVEN PROGRAM (MDP)

# Society for Pediatric Anesthesia, Committee on Diversity, Equity, & Inclusion (DE&I)

# Request for Applications – Winter 2023

PURPOSE

The Society for Pediatric Anesthesia’s Committee on Diversity, Equity, and Inclusion is pleased to announce **the Mission Driven Program (MDP)**. The MDP aims to advance DE&I work in pediatric anesthesiology and support the growth and advancement of individuals who participate in these efforts. MDP provides DE&I training through a structured curriculum and support skills building through practical work. It also provides opportunities for mentees to network with DE&I faculty at the national level.

DEI FOCUS AREAS

Focus areas are informed by an organizational framework for DEI efforts as well as a 2020 SPA member survey. These areas represent three levels of influence

1. SPA: *Internally focused work aimed at building the capacity of the organization itself.* An example of a potential project is developing a process to increase efforts to diversify membership outreach, recruitment, and retention.
2. Field of Pediatric Anesthesiology*: Work that contributes to a more diverse, equitable, and inclusive field of pediatric anesthesiology, including initiatives that impact pathways into the field; the education and training of medical students, residents, fellows, and practicing providers.* An example of a potential project is developing a relationship with ongoing pipeline expansion project to represent careers in medicine and pediatric anesthesiology.
3. Clinical/Patient-Centered*: The level of programs and activities that are externally focused—beyond the SPA—and have a direct impact on, or advocated directly for patients, organizations, communities, and the public, with a particular focus on reaching those who are societally marginalized.* Potential projects could be within the realms of advocacy, clinical education for patients, solutions to integrating DEI into clinical practice, or research.

ELIGIBILITY

MDP is looking for applicants from a variety of career pathways, institutional affiliations, and experience/areas of interest. We especially encourage SPA members early in their career to apply. Research experience is **not a requirement.** Applicants must be SPA members at the time of application.

REQUIREMENTS

The MDP is specifically looking for proposals that will advance the DEI agenda within pediatric anesthesiology.

* Impact may be at the level of the individual (providers or patients); institution (e.g. improving use of translators in the hospital); organization (e.g. improving representation within SPA of membership from underrepresented groups, or field (e.g. DEI content for provider education).
* Proposals should indicate how the approach will serve the project goal. Examples of approaches to DEI projects may include but is not limited to quality improvement, dissemination and implementation science or practice, advocacy, and clinical research.
* Projects must be completed within one year.
* Projects led by a team or a collaboration between institution and community should address roles and responsibilities throughout project description.
* Pilot projects should explain how the proposed work will support the development of future efforts.

FUNDING LEVEL

Applicants may request funding up **to $10,000**. Budgets should justify how funding is allocated. This award can fund pilot research projects or build upon an existing project. Applicants are highly encouraged to seek matched funding from their organization, department or other units, though this is not required. It is important to note that funding is only for direct costs; indirect costs are not included. *Funding cannot be allocated for salary support or travel for project leaders that are in the United States.* ***Budgetary allowances for international participants will be considered on a case-by-case basis.***

APPLICATION PROCEDURES

**Application deadline is February 15, 2024. All required materials (see below) should be email to** leehelen@uic.edu.

Projects will be reviewed by a selection committee consisting of MDP faculty and DEI committee leadership.

**Notice of acceptance March 30, 2024.**

While we can only fund a small number of projects, we will provide feedback to all submissions, following the DEI committee’s commitment to support individuals working to advance DEI in pediatric anesthesiology**.**

**Funds will be available to grantees by April 2024. Grants will have a duration of 1 year without the option of a no-cost extension. All funds must be used by May 1st, 2025.**

Below is a summary of the materials necessary for us to consider your application.

COVER PAGE (1 page) [Found at the end of this document]

* Title of project
* Contact: Name, title, department, email, mailing address, telephone number.
* Team Members (*if applicable)*: Name, department, institution of
* Narrative statement briefly describing the project that outlines completion of the project within the funding period. (300 word limit).
* Total amount of financial support requested (suggested $5,000-10,000).
* Timeline for the proposed work

PROJECT PROPOSAL (4 pages)

Please use Arial 11 or Times New Roman 12, 6 lines per inch, and margin width of 0.75 or larger.

**Specific aims:** (Max 1 page). State the significance of the project; describe what is known or what is the current situation and then explain how the proposed project will complement ongoing efforts or address current gaps. Aims should be specific, it should describe specific outcomes and how these outcomes will be measured.

**Project description**: (max 3 pages)

Objective: State the overall objective and/or long-term goal of project.

Background: Review significant previous work and the current state of efforts in the field or your institution that your proposal addresses, including any work of your own.

Significance: Explain how this project will advance diversity, equity and/or inclusion in pediatric anesthesia. Describe how this project can inform future efforts in this or a similar field.

Approach:

1. *Population/Audience:* Provide a brief description of the people this proposal aims to impact.Any prior work/community building experience with this group and the team should be described in this section.
   1. Projects implementing health programs/interventions should include a description of the intervention, implementation, and evaluation plans. Include a brief description of potential limitations and alternative approaches to address these limitations.
   2. For projects that relate to research/quality improvement, describe your plan, including study design, study population including number of participants, inclusion and exclusion criteria, recruitment strategies, primary and secondary outcomes, and data analysis plan.
   3. Advocacy/community-based projects should include a description of assessing the needs and resources of the individuals/group the proposal aims to impact. Provide description for any work planned to build a collaboration between team and community organizations.

**Resources and Timeline:** (1 page) Include a timeline or work plan detailing project activities and projected dates for completion of these activities. You may submit this as an outline, a chart, or describe it in narrative form. If you are currently working with a team (locally or nationally), please describe in this section.

BUDGET & BUDGET JUSTIFICATION (Max 1 page)

Describe how you will use the funds to support the completion of the proposed project. Itemize and justify items. Please also describe any matching funds that will contribute to this project.

Budgets are not allowed to include indirect funds, salary support, or travel for individuals in the United States.

CV

Please include a CV that outlines your education, any skills training, and relevant experiences or projects.

# ADMINISTRATION OF FUNDS

Projects will be funded up to 12 months. The MDP participant is responsible for administration of funds.

Publications, education, or other materials resulting from the awarded project, should acknowledge the funding support by the Society for Pediatric Anesthesia.

# DISSEMINATION OF RESULTS

The Committee on DEI will contribute to the dissemination of findings and results of the funded projects.

To support successful completion of the project within the funding time we will invite MDP dyads to present their work-in-progress to the DEI Committee at the SPA Fall Conference, 2024. Full project findings will be presented at the SPA Annual Conference, 2025.

**MDP Application Cover Page**

**Due:** February 15, 2024

**Project Title:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Applicant Name & Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department, Institution: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone & Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Role , anticipated April 2024 (please select one and include related information)

Attending, if yes, indicate # years in practice

Team Information (if applicable); *Please describe individuals or groups that will be directly involved in the planning and execution phases of this proposal.*

|  |  |  |
| --- | --- | --- |
| Name, Title | Department/Institution | Role |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Total Amount Financial Support Requested:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Narrative statement briefly describing project:** *300 word limit*. *Please indicate the area that the proposed project would advance the DEI agenda (e.g. SPA membership outreach, increase cultural humility in peri-operative medicine)*

Application Checklist

* MDP Application Cover Page
* MDP Project Proposal (4 pages total)
  + Specific Aims (1 page max)
  + Project (3 pages max)
* MDP Project Budget (1 page max)
* CV