2017 Request for Applications
Dissemination Supplement

There is a significant gap between University-based research discoveries and the translation of this knowledge into programs and policies to improve the health of the public**.** UW ICTR is committed to addressing this gap by supporting activities necessary to promote the process of dissemination and implementation of research evidence.

Goal: The goal of this award is to support activities that translate *research findings and/or evidence-based interventions* to make them accessible for a non-academic audience or stakeholders.   The supplement is intended to disseminate evidence generated, at least in part, by researchers at UW-Madison or Marshfield Clinic.

The dissemination supplement is intended to support activities such as the following:
- o Developing the materials needed for dissemination/implementation activities (e.g., developing a web portal, training video, training materials)
- o Targeted distribution of evidence-based research findings, products or materials to a specific audience

Examples of applicable dissemination projects (either developing/piloting materials, or implementing the activities)
- o Events to engage and inform study participants and their families of research progress and findings
- o Curricula for behavior change
- o Clinical interventions for practice change
- o Evidence-based diagnostic and/or assessment tools
- o Collaboration with organizations, such as state agencies, to inform program development
- o Toolkits (including creation of tools or toolkits to be disseminated via HIPxChange)
- o Policy briefings
- o Media coverage
- o Trainings/workshops/seminars/short-courses
- o Community town hall/forum
- o Mobile interactive applications
- o Video-talks (posted on websites or used in meetings, trainings, e.g. TEDTalks)
- o Social marketing or mass communication campaigns

 Award: Up to **$15,000** for 12-18 months of direct costs. ICTR will **not** issue no-cost extensions for this award.

> **Please note:** Funding scheduled to start after July 1, 2017, is contingent upon the successful renewal of the NIH Clinical and Translational Science Award.

Deliverable: The successful grantee will meet the following deliverables:
> • Share the dissemination project with the ICTR D&I Program Team via an in-person meeting within two months of project end-date.
> • Cite ICTR support in all disseminated materials: "*The project described was supported by the Clinical and Translational Science Award (CTSA) program, through the NIH National Center for Advancing Translational Sciences (NCATS), grant UL1TR000427 as well as the UW-Madison School of Medicine and Public Health's Wisconsin Partnership Program.*"

Eligibility of Applicant
- o The applicant must have faculty or scientist status at UW-Madison or Marshfield Clinic (either sole or joint-appointment).
- o The applicant must be an ICTR member or have applied for membership by March 13, 2017. Use this link to apply for ICTR membership: www.ictr.wisc.edu/ictrmember.
- o The supplement is intended to disseminate evidence generated by researchers at UW-Madison or Marshfield Clinic. The applicant for the proposed dissemination supplement is not required to be the individual who conducted the evidence-based research, although the researcher contributing to the evidence should be a collaborator in the dissemination efforts.

Important Dates

Proposals due	**Monday, March 13, 2017 (due 5 pm)**
Review Period	March-May 2017
Awards Announced	June 2017
Earliest Start Date	July 1, 2017

Definitions and Guidance

Dissemination is the targeted distribution of information and intervention materials to a specific audience via determined channels using planned strategies. The intent is to spread knowledge or change behavior regarding an associated evidence-based intervention.

Evidence-based interventions/strategies/practices/policies should fall into one of the categories below:
1. Included in recognized registries of evidence-based interventions, such as AHRQ, Cochrane review, Guide to Community Preventive Services, Guide to Clinical Preventive Services, What Works for Health, etc.
2. Reported in peer-reviewed journals (released or in press).
3. If neither (1) or (2) apply; justify in your application the documented effectiveness as supported by other sources of information and the consensus judgment of informed experts.

Dissemination Consultation and Resources

Potential applicants are **strongly encouraged** to schedule a consultation with the ICTR Dissemination and Implementation Core. Click here to schedule your consult now: D&I Consult

In addition, we encourage applicants to refer to the Frequently Used D&I Frameworks and Tools available on the ICTR D&I webpage as you develop your proposal.

Application Requirements: DUE MONDAY, MARCH 13, 2017 (no later than 5 pm)

A complete application will include the following forms in a single pdf/word document to capgrants@lists.wisc.edu no later than 5:00 pm on Monday, March 13, 2017. If you have any questions about the application, please contact ICTR-CAP Grants Manager, Kate Judge at kjudge@wisc.edu.

1. Application Form (download here) – NEW this year. Rather than the 5 page proposal narrative required in previous years, we're asking applicants to complete this application form.

2. Budget Documents (Up to $15,000 for 12-18 months of direct support)

- ✓ Download the budget page here. Please note that *"months of effort" for each key personnel must be listed*, even if no money is being requested to support their work under this pilot program.

- ✓ Budget justification (maximum 1 page).
- ✓ Matching resources are encouraged and can be monetary or non-monetary. A letter of support is *required* that details matching resources.
- ✓ Download and complete the Non-Supplanting Letter and Questionnaire, please obtain necessary signatures.

   Activities NOT eligible for funding: Travel, room/board, registration associated with the presentation of findings at a research conference, journal publication costs.

3. Timeline: Please include proposed timeline to achieve your goals within the 12-18 month time-frame and discuss potential barriers and plans to address them.

4. Literature Citations

5. Letters of Support (not required)

6. Appendices may be attached (up to two), but are not required

About the Review Process

- o A preliminary review will be conducted by ICTR-CAP Pilot Awards Manager to assess application completeness.
- o Complete applications will then be reviewed by the **ICTR Dissemination and Implementation Council** (or a subset of the council). The council is a group of faculty, staff and community members who oversee the development of ICTR D&I efforts. Proposals will be reviewed based on the criteria listed below.
- o All applicants will receive copies of the de-identified reviewer critiques.

Review Criteria

1. **Clarity of proposal and significance of proposed activities**   **50%**
   a. Evidence-base for the proposed dissemination effort established.
   b. Clear goals for the outcome of the project are identified.
   c. The fit of the activity for the target audience is specified.
   d. Use of accepted strategies.
   e. Realistic timeline and plan to address barriers.
   f. Budget is appropriate.

2. **Expertise of team and quality of collaboration**   **20%**
   a. Team member roles and responsibilities are clearly defined
   b. The extent of partner engagement is appropriate to the project

3. **Next Steps and Potential for Impact**   **30%**
   a. Description of next steps indicates high potential for impact
   b. Evaluation appropriate to scope of proposed activities

**Please submit your completed application to capgrants@lists.wisc.edu
NO later than Monday, March 13, 2017 at 5:00 pm.**

If you have questions about the RFA, please contact Kate Judge at kjudge@wisc.edu