



ABFM FOUNDATION

Family Medicine Residency Learning
Network Planning Grants

FUNDING ANNOUNCEMENT

Application Due Dates

Planning Grants - Application Period: August 1 – November 27, 2023

Applications available now. Grants will be awarded through December 2023

Seed Programming Grants - Application Period: November 1, 2023 – June 21, 2024

(Extended Deadline). Applications available October 1. Grants will be awarded between January - March 2024

Jay Fetter, MSHA

Residency Redesign Program Manager

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Executive Summary

Opportunity #1 Title:	Family Medicine Residency Learning Networks: <u>Planning Grants</u>
Purpose:	The major revisions of residency standards are ambitious and require many major changes for family medicine residency programs. Regional and national residency learning networks/collaboratives can accelerate the diffusion of new changes while building capacity for innovation. The purpose of the Planning Grant is to support the initiation, conception and planning phases leading to the creation of family medicine residency networks that support family medicine GME innovation that advances the outcomes of GME and transformation of clinical practice.
Program Objectives:	Planning grants provide resources for eligible organizations to fully assess opportunities to serve as a convener for a family medicine residency network by giving aid to: <ul style="list-style-type: none"> • Conduct a needs assessment. • Assemble interested individuals, subject matter experts and organizations. • Define scope and context of a project charter to develop a Learning Network/Collaborative. • Consider resources needed and timeline for implementing a residency learning network.
Eligible Applicants:	Eligible applicants include domestic public or private, nonprofit entities with an immutable purpose to advance family medicine specifically including AAFP chapters, university-based departments of family medicine, family medicine specialty societies, primary care associations, primary care research networks, affiliated health systems, residency programs, and Area Health Education Centers (AHECs).
Anticipated Total Funding:	\$250,000

Estimated Number of Awards:	50 Planning Grants of \$5,000 first come first serve
Annual Award Amount:	\$5,000
Period of Performance:	6-12 months starting upon acceptance of award
Who to contact for Questions:	Jay Fetter, Residency Redesign Program Manager. 913-634-8935. jfetter@theabfm.org
Evaluation:	Report on planning
Technical Assistance:	<p>The ABFM Foundation has scheduled the following two webinars to answer questions. Both webinars will provide the same information.</p> <p>August 17, 2023, at 12 pm EST Join Zoom Meeting https://us02web.zoom.us/j/82045263296?pwd=dnp6emF3UmVjTnhjY1RhU3Fac0NKZz09 Meeting ID: 820 4526 3296 Passcode: 754025</p> <p>August 17, 2023, at 3 pm EST Join Zoom Meeting https://us02web.zoom.us/j/81665455738?pwd=c0FYNGNqN3B4RFp5WkRVOWRzR1lUdz09 Meeting ID: 816 6545 5738 Passcode: 327707</p>

Funding Opportunity #2 Title:	Family Medicine Residency Learning Networks: <u>Seed Programming Grants</u>
Purpose:	The major revisions of residency standards are ambitious and require many major changes for family medicine residency programs. Regional and national residency learning networks/collaboratives can accelerate the diffusion of new changes while building capacity for innovation. The purpose of the Seed Program Grant is to develop, create and or expand sustainable infrastructure for learning networks/collaboratives that invite residency programs' leaders, teaching practice medical directors, faculty, and residency coordinators to intentionally share and adopt improvements and innovations in GME.
Program Objectives:	<ul style="list-style-type: none"> • Provide start up support, to be used flexibly, for whatever needs the network has, from project management to IT infrastructure to travel and consultation. • Help family medicine residency programs and their leaders adopt new changes in residency education by growing enough high-functioning learning networks to serve nearly all family medicine residency programs. • Support scalable GME innovations that improve the outcomes of family medicine residency education. • Instilling confidence of the family medicine residency community to act on emerging ideas that advance GME and family medicine.
Eligible Applicants:	Eligible applicants include domestic public or private, non-profit entities with an immutable purpose to advance family medicine specifically including AAFP chapters, university-based departments of family medicine, family medicine specialty societies, primary care associations, primary care practice- based research networks, affiliated health systems, residency programs, education consortiums and Area Health Education Centers (AHECs).
Anticipated Total Funding Available:	\$2,250,000
Estimated Number of Awards:	30
Annual Award Amount:	\$75,000 [50K upon award and 25K at 12-18 months]
Application Period:	November 1, 2023 – June 21, 2024 (Extended Deadline)
Cost Sharing/ Match Required:	No
Period of Performance:	36 Months starting in August 2023
Who to contact for Questions:	Jay Fetter, Residency Redesign Program Manager. 913-634-8935. jfetter@theabfm.org
Technical Assistance:	<p>The ABFM Foundation has scheduled the following two webinars to answer questions. Both webinars will provide the same information.</p> <p>November 8, 2023, at 12 pm EST Join Zoom Meeting https://us02web.zoom.us/j/81589050798?pwd=TmhoTURlVG1DM0p2LzI0SGh1NW93Zz09 Meeting ID: 815 8905 0798 Passcode: 852302</p> <p>November 8, 2023, at 3 pm EST Join Zoom Meeting https://us02web.zoom.us/j/82086187479?pwd=Mk9iNm1ZKzFnRlgrZkFCTE1pZlg0Zz09 Meeting ID: 820 8618 7479 Passcode: 453062</p>

I. Background

The 2023 Accreditation Council for Graduate Medical Education (ACGME) family medicine (FM) residency program requirements call for the most significant change in family medicine residencies in the last 50 years. The new ACGME FM residency requirements double down on the Starfield 4 C's—first contact care, comprehensiveness, continuity, and care coordination—and extend them to the community. Major new features include an emphasis on the practice as the curriculum, outreach to communities to address health disparities, independent learning plans for residents, flexibility for residencies and residents, a significant shift to competency-based medical education (CBME) and dedicated educational time for residency faculty to drive these changes.

In the words of an African proverb, “If you want to go fast, go alone. If you want to go far, go together.” A key strategy for supporting these changes and further advancing family medicine graduate medical education (GME) is the development of residency learning networks. Learning networks (sometimes referred to as learning collaboratives or communities of practice) are evidence-based interventions that can help scale and spread innovations; develop and connect faculty, staff, and residents within and across programs; provide access to peer-to-peer expertise to identify and solve problems and mitigate the effects of burnout during times of change.

These Planning and Seed Programming Grants are intended to support preparation for and development of family medicine residency learning networks whose purpose is to support adoption of program requirements, innovation in family medicine residency education, transformation of residency clinical practice and CBME.

Learning networks engage in a variety of activities that can include one or more of the following activities: hosting community forums to promote peer to peer learning and expert to peer learning, sharing experiences and problem solving, identifying, and promoting knowledge and evidence-based effective practices, developing shared measurement approaches, documenting and analyzing data, and providing aid that help community members to build confidence and act new insights/a specific change package.

A Planning Grant funds the preliminary work necessary to build a proof of concept or competitive proposals for external funding. A Seed Programming Grant is an investment in promising organizations and infrastructure to develop and/or improve family medicine residency learning networks of family medicine residencies. Receipt of a Planning Grant is not a stipulation for applying for a Seed Programming Grant.

II. Eligibility

1. Eligible Applicants

Conveners for residency learning networks should be non-profit organizations or educational organizations with a focused purpose to advance the preparedness of family physicians for practice or that improves the health of communities. These may include AAFP chapters, departments of family medicine, national and state specialty societies/associations, primary care associations, primary care practice-based research networks, affiliated health systems, residency programs, and Area Health Education Centers (AHECs).

2. Cost Sharing/Matching

Cost sharing/matching is not required though applicants must demonstrate an appreciation and planning for sustainability by anticipating future financial and resource needs to endure beyond the grant cycle. Cost sharing with other organizations will be considered in the ranking of applications.

3. Selection Criteria

All applications and corresponding narrative for the Planning and Seed Programming Grants submitted by the published deadline will be reviewed by the ABFM Foundation programming and residency innovation staff unless funding is otherwise exhausted.

Grants can be used for planning initial start-up and development of a family medicine residency learning network OR to expand an existing one by adding new residency programs and new enablement supports. Grant funds are not intended for clinical care or patient treatment.

Applications will be reviewed on a first come first served basis and be evaluated and ranked competitively based on the following criteria:

1. Planning Grants

Applications will be reviewed on a first come first served basis until all grants have been issued. Criteria for selection are:

- Potential as a trusted convener of family medicine residency programs at scale
- Interest and potential to engage residency leaders
- Timing to engage and complete the work
- Suitability of plan and budget to achieve the goals of the planning grant

2. Seed Programming Grants [Planning Grants are not required to be eligible for a Seed Programming Grant]

Criteria for selection are:

- Potential as a trusted convener of family medicine residency programs at scale
- Compelling and clear description of the goals of the network
- Level of alignment of the goals and change package with the purpose of the grant
- Suitability of budget and resources to achieve the goals of the grant and residency learning community
- Level of promise to attract and sustain interest and participation of residency program participants
- Practicality of project plan, learning methods, and ongoing improvement plans
- Practicality of transition plan for next steps to be taken by the convener after grant funds are used

Applications will be scored as 1) accepted, 2) rejected, 3) revise and resubmit.

III. Program Requirements and Expectations

1. Planning Grants

Planning grants are intended to provide support for conception planning for up to one year, with payment issued upon acceptance of the grant.

Planning grant recipients are required to submit a report of the results of the planning efforts no later than 3 months after receiving of grant.

Planning grant recipients will be invited and may participate in live monthly webinars with ABFM residency innovation staff and other grant recipients to share learnings or receive aid from subject matter experts.

2. Seed Programming Grants

Seed Programming Grants are intended to provide support for three years, with an initial payment of \$50,000, and a follow-up payment in the amount of \$25,000 at 12-18 months contingent upon satisfactory progress.

Seed Programming Grants should be directly used for the administration of the learning network or working capital to support the enabling features of the learning community in the near term. Funds are intended to be flexible, consistent with the goal of launching and maintain the resident learning network. This includes personnel (e.g., project manager, learning faculty), software, training, communications, marketing, data supports, event management costs, travel costs for staff and participating community members and equipment.

Seed Programming Grant recipients will be required to participate in a program of evaluation by an external evaluator selected by the ABFM Foundation. Activities will include responding to surveys, participating in webinars with other Seed Grant participants, submitting milestone reports, interacting with evaluators and ABFM Foundation residency innovation staff.

IV. Project Application and Narrative

1. Planning Grants

Applicants must complete the Planning Grant application form which includes the applicant's contact information, organizational overview, description for organizing and a budget for use of grant funds over the grant performance period of 2-12 months.*

*There are numerous resources to guide development of learning communities, learning collaboratives, learning networks and communities of practice that can be referenced such as the *Community of Practice Guidebook* by Etieen Wenger-Trayner, Veverly Wenger-Traner, et al. and the Institute for Healthcare Improvement Breakthrough Series and NJAFP *Residency Learning Collaborative Getting Started Kit*.

2. Seed Programming Grants

Applicants must complete the Seed Programming Grant application form (available starting in October 2023) which includes the applicant's contact information, organizational overview, and a budget for use of grant funds over the grant performance period of 36 months.

In addition, successful applications will submit a narrative 7-10 pages in length, with 12-point font addressing the following information:

1. Sponsoring organization: Describe the commitment and qualifications of the sponsoring organization (aka Convener) to the goals of the project and key principles that will be used to serve as a trusted convener.
2. Project description: Please provide a clear and concise description of your proposed project, including the goals, objectives, and intended outcomes. Explain what this project will initially focus (e.g., practice transformation, CBME, etc.) and how it will benefit family medicine residency programs in the region and contribute to the education and training of future family physicians. Attach a project charter as appendix A.
3. Collaborative approach and methods: Describe your collaborative approach to working with multiple family medicine residency programs in the region. Explain how you will engage and involve residency program directors, faculty, residents, and other stakeholders in the development and implementation of this collaborative (e.g., face to face meetings, webinars, etc.).
4. Implementation plan: Provide a detailed plan for implementing the family medicine residency learning collaborative. Include timelines, milestones, and specific activities or interventions that will be used to achieve the project goals and objectives.
5. Evaluation plan: Describe your evaluation plan for measuring the effectiveness of the family medicine residency learning collaborative. Identify the key performance indicators that will be used to assess the impact of this collaborative on residency programs and future family physicians.
6. Budget: Provide a detailed budget and rationale that includes all expenses associated with the development and implementation of the regional family medicine residency learning collaborative. Be sure to include personnel costs, travel expenses, materials and supplies, and any other relevant costs.

7. Sustainability plan: Describe your plan for sustaining the regional family medicine residency learning collaborative beyond the duration of this grant. Explain how you will continue to engage and involve residency programs, faculty, and other stakeholders in the collaborative, and how you will secure additional funding and resources to support this initiative. Describe foreseeable barriers and mitigation approaches for recruiting and sustaining residency program participation.
8. Existing networks: Existing networks must detail how funding will be utilized to expand learning network enablement services that provide more value to existing members and/or substantially attract new family medicine residency programs.

V. Awards Notification

- The ABFM Foundation will release the Notice of Award (NOA) for Planning Grants at the end of every month until funds are exhausted through December 2023. Grant applications will be reviewed on a first come first served basis by ABFM program staff and will take up to 10 business days to review. Applications will be scored as 1) accepted, 2) rejected, 3) revise and resubmit.
- The ABFM Foundation will release the Notice of Award (NOA) for Seed Planning Grants in January, February, and March 2024. Grant applicants will be reviewed by program staff. These awards are competitive will be ranked against other proposals. Applications will be scored as 1) accepted, 2) rejected, 3) revise and resubmit.



ABFM FOUNDATION

Family Medicine Residency Network
Seed Programming Grants

APPLICATION FORM

Family Medicine Residency Network Seed Programming Grants

Application: Appendix A2 to NOFO

Amount: \$75,000

Time Period: 36 months

Submit questions and completed application to Jay Fetter, see contact below:

Jay Fetter, MSHA

Residency Redesign Program Manager

Telephone: 913-634-8935

Email: jfetter@theabfm.org

GENERAL INFORMATION FORM

Project Title:

Primary Contact Information

Name and
Degree:

Full Title:

Department/
Division:

Institution:

Address:

Telephone/Fax:

Email:

Applicant Host Organization/Institution

Name:	
Address: <i>Contact Name & Address</i> <i>(the mailing address where the grant check should be sent):</i>	
IRS Employer Identification Number:	
Telephone:	
Website:	

CERTIFICATION: By signing this Form, we certify that the statements contained in this Application are true and complete to the best of our knowledge and accept the terms of the American Board of Family Medicine Foundation as documented in the Terms of the Award. The Applicant's signature also confirms responsibility for obtaining any human subjects and/or other required institutional approvals.

Name of Authorized Institutional Representative

_____ **Date:** _____

Signature of Authorized Institutional Representative

_____ **Date:** _____

BUDGET SUMMARY

Please complete the required budget template and narrative estimating how these funds may be used to support your effort. See [Notice of Funding Opportunities](#) for additional instructions. Table may be adjusted or expanded to add additional expense items.

<i>Enter Start Date and End Date</i>					
Personnel (Name)	Role	% Effort	Salary	Fringe	Totals (Year 1)
Example	Project Director				
PERSONNEL SUBTOTALS					\$

PLANNING-RELATED EXPENSES	
Example Event Space and Meetings Costs, Food and Beverages, Consultant Fees, Office Supplies, Software, etc.	
PROJECT-RELATED EXPENSES SUBTOTAL	\$

Please submit questions and completed application to Jay Fetter: jfetter@theabfm.org

Grant Narrative: Purpose and Plan Justification

Successful applications will include submission of the application form and a narrative that is 5–10 pages in length, with 12-point font, addressing the following information:

1. **Sponsoring organization:** Describe the commitment and qualifications of the sponsoring organization (aka convener) to the goals of the project and key principles that will be used to serve as a trusted convener and list the qualifications of key team members.
2. **Learning Network description:** Please provide a clear and concise description of your proposed learning network, including the network title, goals, objectives, target audience, geographic scope (where it will be implemented), activities and intended outcomes. Explain how this project will impact the quality of family medicine residency programs and their graduates. Attach a project charter as appendix A.
3. **Collaborative approach and methods:** List organizations or institutions collaborating on this project and describe their roles. Explain how you will engage and involve residency program directors, faculty, residents, and other stakeholders in the development and implementation of this collaborative. Please include one page letter of support from collaborating organizations.
4. **Implementation plan:** Provide a detailed plan for implementing the family medicine residency learning collaborative. Include start date, a timeline of activities, milestones, and specific change ideas that will be used to achieve the project goals and objectives.
5. **Evaluation plan:** Identify specific metrics and indicators that will be used to assess the impact of this collaborative on residency programs and future family physicians. Describe the plan of how you will collect data and assess the impact of your learning network on family medicine residency programs and graduates.
6. **Budget:** Provide a detailed budget breakdown and rationale that includes all expenses and income sources.
7. **Sustainability plan:** Describe your plan for sustaining the family medicine residency learning collaborative beyond the duration of this grant. Explain how you will continue to engage and involve residency programs, faculty, and other stakeholders in the collaborative, and how you will secure additional funding and resources to support this initiative. Describe foreseeable barriers and mitigation approaches for recruiting and sustaining residency program participation.
8. **Existing networks:** Existing family medicine residency networks must detail how funding will be utilized to expand learning network goals, enable family medicine residency programs to achieve new outcomes, provide additional services that provide more value to existing residency program members and/or attract new family medicine residency programs to participate in the goals of the learning network.