

## **REQUEST FOR INBRE CORE ACCESS AWARD** **For projects requiring the analysis of Medicaid data**

*Please fill in all information and email completed application to the Delaware INBRE Admin office at [info@de-inbre.org](mailto:info@de-inbre.org). Incomplete applications will not be reviewed.*

### **DEADLINE FOR APPLICATION: May 27<sup>th</sup>, 2020**

**Please note:** Funds must be used by December 31, 2020 and must be used only for the processing and analysis of Medicaid data, not for the investigator's effort or students' effort on the project.

Core Center Access Awards in the amount of **\$8,000** per project are available to use in support of research projects requiring the analysis of Medicaid data. Up to 3 projects will be funded in the current cycle. The topics of the Medicaid research should be in areas of priority for the Delaware Division of Medicaid and Medical Assistance (DMMA) listed below:

- a. Maternal / child health
  - i. Pregnancy
  - ii. Birth outcomes
- b. Pediatric Populations
- c. Social Determinants of Health

### **APPLICATION SCHEDULE:**

- Submission Deadline: **May 27<sup>th</sup>, 2020 by 5PM**
- Projects Review: **June 1 -June 19, 2020**
- **Meeting review committee: June 22 -June 26, 2020**
- Funding Announcement: **June 30, 2020**
- Interim Progress Report Deadline: **September 30, 2020**
- Final Invoice Submissions: **December 31, 2020**
- Final Project Report: **December 31, 2020**

### **SUBMISSION PROCESS:**

Prior to submitting your proposal, please contact Mary Joan McDuffie ([mcduffie@udel.edu](mailto:mcduffie@udel.edu)) at the Center for Community Research & Service (CCRS). CCRS houses the University's Medicaid data and will review your proposal for feasibility, i.e., if the variables are available and analysis you wish to undertake is possible with the claims data. CCRS will give feedback and advice about your planned use of the claims data for your research. In addition, CCRS will communicate with the Delaware Division of Medicaid and Medical Assistance (DMMA) to obtain their input about the project. Please communicate with CCRS about the variables and elements in the Medicaid claims which should be included in your proposal.

## **POST AWARD REQUIREMENTS:**

If your proposal is approved for funding, it will be incorporated into a Project Agreement which will be submitted to DMMA for final approval. The project agreement will be signed by the Director of DMMA and the University of Delaware's Research Office. If the researcher submitting the proposal is a UD employee, their signature will be included on the project agreement. If not a UD employee, a Memorandum of Understanding (MOU) will be signed between Delaware INBRE, CCRS and the researcher's Institution. The researcher will agree not to use the data for any other project without approval from DMMA.

**DE-INBRE Citation** to be included on all publications and presentations: Supported by the NIH NIGMS Institutional Development Award (IDeA) Program (P20 GM103446) and the State of Delaware

All publications/presentations based on this Medicaid analysis should be sent for review to DMMA one month prior to submission. CCRS will work closely with the project PI/Director to submit the document to DMMA.

## **FREQUENTLY ASKED QUESTIONS**

### **What is the format of the application?**

Please complete the application form on pages 3 - 4.

The project description should begin on page 5 and should not exceed 3 pages (excluding references).

**Who is eligible to be a principal investigator (PI)/Project Director?** Any permanent employee with a terminal degree, including faculty, non-faculty investigators, post-doctoral fellows in the Delaware IDeA Network of Biomedical Research Excellence (INBRE) network which includes: University of Delaware, Delaware State University, Christiana Care Health System, Delaware Technical Community College, Nemours/Alfred I. duPont Hospital for Children, and Wesley College. Students are not eligible to be a PI but can be included in the project.

**What is the indirect rate / how will funds be administered?** The funds will be administered by the DE INBRE UD office directly to the CCRS UD office. Researchers do not need to budget for indirect costs.

## **CONTACT INFORMATION:**

- Claudine Jurkovitz, MD, MPH at (302) 733-5019 or [cjurkovitz@christianacare.org](mailto:cjurkovitz@christianacare.org)
- Erica Singleton, MPH at (302) 733-5868 or [erica.singleton@christianacare.org](mailto:erica.singleton@christianacare.org)
- Mary Joan McDuffie at [mcduffie@udel.edu](mailto:mcduffie@udel.edu)

## APPLICATION FORM

**PROJECT TITLE:**

**MEDICAID PRIORITY AREA** (select one or more Medicaid priority areas below)

- Maternal / child health
- Pediatric Populations
- Social Determinants of Health

**PROJECT DIRECTOR:**

Name:

Title:

Telephone number:

E-mail address:

INBRE Institution:

If applicant is a Post-Doc, please provide also the name/title/credentials of the Department/Lab Director

**CO-INVESTIGATORS (please add rows as necessary)**

Name	Title & Credentials	Institution

**DETAILED BUDGET -- to be reviewed and approved by the CCRS core Director**

Submit the full budget for the project and indicate the number of work hours necessary for the project and the cost per hour. Any project exceeding \$8,000 must be co-funded by the applicant's institution.



**Brief description of PI qualifications and scientific environment relevant to the proposed project**  
(approximately 20-25 lines, please not more than one page)

## PROJECT DESCRIPTION

(Please use the same font/size as below- a,b,c,d,e, should not exceed 3 pages)

- a. **Problem & Existing Evidence:** Identify the gaps in existing knowledge that the research is intended to fill. State the relevance of the research and its implications for Medicaid's priority areas from the perspectives of beneficiaries and state and local stakeholders.
- b. **Specific aims/Research question:** Clearly state the purpose of the research. State the hypothesis(es).
- c. **Methods:** Describe the project design and procedures to be used to accomplish the specific aims of the proposed research study. Describe the methods for data analysis and justify the approach. Describe anticipated limitations of the analysis. Please explain in layman's terms, items in the methods that may not be known by reviewers not familiar with your particular field.
- d. **Timetable:** Provide a realistic schedule for the project work. **All Medicaid analyses involving CCRS should be completed by December 31, 2020.** Please note that in the first month of the project, the approval for the project will be submitted to DMMA. Approval process sometimes takes more than one month but CCRS will work with the investigator(s) to answer any DMMA questions about the project and to work with the investigator on the detailed methodology. CCRS will also submit the project to the University of Delaware's Institutional Review Board for human subjects review during the first month of the project.
- e. **Plans for publications and proposal submissions:** Describe the plans for publications and future grant proposals. Projects aiming at gathering preliminary results for inclusion in future grant applications will be prioritized.
- f. **References:** Provide citations to published literature key to this proposal.