

# The Deborah Munroe Noonan Memorial Research Fund



## 2023 Grant Program Office Hours

November 8, 2022

# Welcome & Introductions

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The Medical Foundation at Health Resources in Action

- Kimberly Lezak, Ph.D., Managing Director
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# Agenda

## Overview & Application Requirements

- Program Mission & Scope of Supported Work
- 2023 Cycle Timeline
- Eligibility
- New Program Additions
- Submission Requirements
- Selection Criteria
- Budget Guidance
- Common Pitfalls to Avoid
- Reviewer Comments
- Application Tips

## Questions & Answers

# Program Mission & Scope of Supported Work

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## Mission

The Deborah Munroe Noonan Memorial Research Fund, established in 1947 by Frank M. Noonan in memory of his mother, continues its proud tradition of supporting improvements in the quality of life for children with disabilities. Eligible organizations and target populations must be within the Fund's geographic area of interest of Greater Boston.

## Scope of Supported Work

The Noonan Research Fund supports innovative clinical and service system research and demonstration projects in the greater Boston area, designed to improve the quality of life for children and adolescents with disabilities as reflected in the target population description.

# 2023 Cycle Timeline

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December  
2022

February 2023

April  
2023

July  
2023

September 1, 2023



Initial  
Application  
Deadline

Full Stage  
Invitation

Full Stage  
Proposals Due

Award  
Notifications  
Released

Award Begins

# Eligibility



## Applicant or Project Team

- Seniority and/or area of expertise do not affect eligibility
- Must hold a position at a nonprofit institution or organization within the Fund's geographic area of interest
- "Nothing about us without us"
- Neither an academic faculty position nor an advanced degree is required nor considered preferentially
- U.S. citizenship not required
- While not required for funding consideration, the Noonan Fund may support new or continuing collaborations on projects between academic institutions and/or other non-profit institutions



## Participant Population

- Children and adolescents with a chronic physical, developmental, behavioral, or emotional diagnosis who require a combination of special and or interdisciplinary services, individualized supports, therapies, or other forms of services or supports that are of lifelong or extended duration.
- Geographic area of interest
- Inclusive of women and minority groups



## Exclusions

- Basic science, direct service, primary prevention projects, device development, drug trials
- Capital Costs

# New Program Addition

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One award will be prioritized toward proposals for which  
the lead organization is a  
**community-based organization**

# Submission Requirements

## Initial Proposal

- A. Application Face Sheet (form)
- B. Table of Contents (form)
- C. Research Project Summary (form)
- D. Non-Technical Overview (form)
- E. Organization and Collaborator(s) Profile (form)
- F. Initial Research Proposal (maximum of 2 pages, excluding references cited):

- Background and Significance
- Specific Aims
- Potential Impact
  - Project/Research Design and Methods
  - Population
  - Comparison group
  - Intervention (if applicable)
  - Procedures, Methods, and Outcomes
  - Consultants or Collaborators

G. Bibliography/Works Cited

H. Project Timeline and Milestones

I. Applicant's Biosketch

J. Letter of Support

## Full Proposal Additional Requirements

Full Research Proposal (maximum of 10 pages, excluding references cited)

### Budget Forms

- Ensure that personnel are supported
- Provide rationale for supplies and additional costs
- Include adequate supports for participation: transportation costs, reimbursable expenses, time away from work/school

# Budget Guidance

**\$160,000 over 2 years**

Funds need to be equally distributed across each year of funding

**20% indirect costs are allowable**

Funds may be used to support personnel, participant enrollment, small equipment purchases, supplies, travel, and other direct expenses that are needed for the project completion.

# Program Emphasis

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- Project addresses the improvement in the quality of life for children and adolescents with chronic physical, developmental, behavioral, or emotional disabilities.
- Project must provide comment regarding how outcomes of the proposed project and/or research will advance health equity.
- Project should include intentional processes that integrate people with lived experience in the decisions being made and meaningfully engage them in research activities that are meant to address the inequities they face.

# Selection Criteria

## Demonstration Project

- Potential impact
- Advances health equity and racial and ethnic equity
- Includes and meaningfully engages people with lived experience in the research design and implementation
- Significance and originality
- Engages the population of interest throughout the project period
- Conceptualization of the intervention(s) to be evaluated, identified measures (structure, process, outcomes), and linkages between proposed intervention/activities, measures, and outcomes
- Measures implementation of the key intervention/activity
- Formal evaluation approach
- Potential achievement of relevant outcomes
- Feasible within the funding period timeline
- Findings disseminated with community/population served

## Research Project

- Potential impact
- Advances health equity and racial and ethnic equity
- Includes and meaningfully engages people with lived experience in the research design and implementation
- Significance and originality
- Engages the population of interest throughout the project period
- Clarity of the stated hypotheses
- Appropriate research design
- Study is sufficiently powered
- Feasible within the funding period timeline
- Findings disseminated with community/population served

# Selection Criteria Continued

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## Applicant and/or Project Team

- The project complements or enhances the applicant's previous and future professional work
- The team is reflective of the population served and/or engaged in research
- Appropriateness of personnel or consultants with expertise in skills necessary for the project such as quantitative and/or qualitative data analysis

## Letter of Support

- From the Executive Director, CEO, President, and/or Medical/Academic Head of the department reflect a supportive environment, are committed to the proposal, and speak to the potential of the project.

## Proposal Quality

- Persuasive and well-organized proposal that effectively communicates how the project will address the stated need or problem

# Common Pitfalls to Avoid

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- Link between problem and the proposed methodology is unclear
- Patient/population engagement is not present
- No statement regarding health equity
- Sample size and statistics
- Budget and feasibility
- Lack of topic/analysis expert
- Includes jargon, abbreviations, no clear hypothesis
- Overlap in funding

# Reviewer Comments

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## Impact & Significance

“It isn’t clear how this approach is different from programs already present”; “How does this impact and affect the population associated with the geographic area of interest?”; “Why is it thought this approach will be successful?”; “More information is needed regarding how the current approach is driving inequities, and how the proposed approach will advance health equity”

## Approach

“The patients/families/parents don’t seem to have been involved in the development of XXXX”; “A significant weakness is the absence of clear hypotheses.”; “Is this approach appropriate for this age group? Do the investigators anticipate limitations due to XXXX associated with their population of interest?”; “Have the investigators thought through language/access/time barriers?”

## Sample Size & Statistics

“Sample size may be too small to yield actionable results”; “No discussion of sample size is offered, and does not include inclusion/exclusion criteria”; “No power analysis is offered indicating that the samples to be recruited will be sufficient to detect the effects proposed”; “Statistical analyses are limited”; “No information is presented as to how the experimental results will be analyzed and interpreted.”

## Budget & Feasibility

“The budget accounts for \$XX,XXX for personnel. The budget should also reflect the time needed for family engagement.”; “The timeline does not indicate who will be involved in recruitment, which is time intensive.”; “Are XX number of datapoints needed? It may be helpful for the applicant to focus on fewer datapoints.”

# Reviewer Comments

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## Project Team

“The team has background in XX but does not seem to include the appropriate family training/statistician/clinical care/community engagement background needed” ; “The proposal should include how this works builds upon their background” ; “There is no indication in the proposal regarding the relationship between the primary applicant and organization/school/community service XXX.”

## Letter of Support

“The letter doesn’t speak to how the organization will support the ongoing work in terms of facilities/training/mentorship/resources” ;

## Proposal Quality

“The proposal could be improved by greater linkage between the background, significance, and the approach. It is hard to follow the logic” ; “I am not able to read the caption under figure 123, the text is too small” ; “The proposal feels rushed, maybe the applicant cut and pasted wording from another application into this proposal. There are references to work in the letter and applicant resume/biosketch that don’t align with the current work.”

# Application Tips

Make sure your proposal reflects the review criteria and program goals

Tell the story and provide explicit reasons and statements regarding why your approach is promising.

Recruit the right team: Include appropriate collaborations and/or shared leadership if it benefits the project

Be realistic (in timeline, budgets, etc.)

Avoid jargon and abbreviations

Be concise and clear (make it easy to read!)

Point out pitfalls and include contingencies

Seek feedback (internally, externally, and across disciplines)

# Questions?

[NoonanAwards@hria.org](mailto:NoonanAwards@hria.org)

Thank you for attending!