



## Request for Proposals Osteopathic Medicine Bright Ideas Grants

The Pennsylvania Osteopathic Medical Association Foundation ([POMA Foundation](#)) is the charitable arm of the Pennsylvania Osteopathic Medical Association. The Foundation exists to provide continuing medical education; and to promote public health through collection and dissemination of osteopathic medical knowledge. Through its grantmaking, the Foundation seeks to further clinical, educational, or community service approaches, and spark innovative methods that embody the osteopathic philosophy. Grant activities will benefit patients, osteopathic physicians, and their communities. The POMA Foundation is a public charity and is interested in working with the philanthropic community across the Commonwealth to achieve its objectives.

### 1. Overview

Osteopathic medicine is based on a holistic view of each patient as a whole person, unifying body, mind, and spirit. The Foundation's grantmaking will be informed by the distinct qualities of osteopathic practice and principles, and the scholarly work that it generates. The Foundation will consider applications that address one or more of the following themes: wellness, technology, osteopathic philosophy, medical education, and public health. All projects funded under this initiative will be consistent with the [principles of osteopathic medicine](#):

- The body is a unit; the person is a unit of body, mind, and spirit.
- The body is capable of self-regulation, self-healing, and health maintenance.
- Structure and function are reciprocally interrelated.
- Rational treatment is based upon an understanding of the basic principles of body unity, self-regulation, and the interrelationship of structure and function.

The foundation recognizes that the healthcare environment is in a time of great transition and flux. Part of osteopathic medicine's holistic approach includes a long history of and commitment to making a difference in the lives of their patients and the communities where they live and work. This grant program is driven by that commitment to the profession and to the public.

This grant program seeks to recognize and support bright ideas in the following program areas:

- Community-based programs: *projects that provide an opportunity for direct services benefitting the community*
- Quality improvement/education: *projects that focus on practice-level changes that improve quality of patient care*
- Scholarly activity: *projects that advance knowledge of the basic principles of research, specific to osteopathic principles and practice*

This grant program is designed to help facilitate projects developed and led by members of the osteopathic profession in Pennsylvania. If successful, these projects will benefit communities, showcase the profession, and develop skills and leadership of individual osteopathic students, residents, or physicians.

## 2. Eligibility Criteria

All applicants must be located in Pennsylvania or propose a project with specific applicability to the Commonwealth. The same project may not receive funding from both Bright Ideas and Community Enhancing Grants programs for overlapping grant project periods. The Bright Ideas grant project period is July 1<sup>st</sup> to June 30<sup>th</sup>.

Applicants can be:

- Nonprofits, including fiscal sponsors
- Individuals
- For profit entities, such as medical practices

Application through a nonprofit fiscal sponsor is permitted, with an appropriate memorandum of agreement. A fiscal sponsor is a 501c3 organization that agrees to be the grantee on your behalf, and to administer the grant as proposed if it is funded. If you have a nonprofit fiscal sponsor, you will apply as a nonprofit, and furnish documentation about that organization's nonprofit status. If the applicant is **not** a 501c3 nonprofit, grant funds awarded will be considered taxable.

All applicant organizations must adhere to strict standards of non-discrimination. All grants are made at the discretion of the POMA Foundation board. Decisions are not subject to appeal by applicants.

## 3. Selection Criteria

The following is a list of criteria that will be considered in the review process:

- Project will create an impact on communities in Pennsylvania
- Project addresses a pressing need or timely issue OR presents a unique approach to addressing an "every day," ongoing challenge
- Project is consistent with the basic principles of osteopathic medicine
- Project has potential for broader impact or replication
- Project will address one or more of the foundation's strategic plan focus areas (wellness, technology, osteopathic philosophy, medical education, and public health)

Using the online platform linked below, applicants will be expected to describe the problem or situation to be addressed; their approach, and expected outcomes of the work. Brief biographies of the principal project leaders will be part of the application. In addition, applicants will be asked to attach a program budget, an organizational budget and most recent audited financials (or alternative financials) and an IRS determination letter. If relevant, please also include details on the status of IRB approval.

### *Community-Based Grant Selection Criteria*

- Project will be led by an Osteopathic Medical Student or Doctor of Osteopathic Medicine studying, training, or practicing in Pennsylvania
- Project clearly identifies the specific community/population that will be served and the specific need(s) that will be addressed
- Project involves members of the identified community, when applicable
- Project should have a plan for evaluation that corresponds to its objectives, and defines outcomes, and steps to collect data for measurement of progress towards those targets
- Demonstrated knowledge of or experience with implementing the type of project described

### *Quality Improvement/Educational Grant Selection Criteria*

- Project is being completed by a Doctor of Osteopathic Medicine training or practicing in Pennsylvania
- Identification and analysis of related measures of quality
- Project will help the resident applicant develop the habits of mind required to continuously pursue quality improvement
- Project will implement changes with the goal of practice improvement and will use quality measurements to improve patient care
- Project will prepare the applicant to provide the highest level of clinical care with a focus on the safety, individual needs, and humanity of patients

#### *Scholarly Activity Grant Selection Criteria*

- Project will be implemented by an Osteopathic Medical Student or Doctor of Osteopathic Medicine studying, training, or practicing in Pennsylvania
- Project will further develop the Principal Investigator's research skills (conducting, evaluating, explaining to patients, and applying to patient care)
- Project clearly identifies a need, problem, or gap that will be addressed
- Demonstrated interest in, knowledge of, or experience with implementing the type of project described
- Clear sense of the project's contributions to research, literature, or osteopathic medicine

#### **4. Grant Program and Size**

The Foundation expects to award grants based on the number of quality submissions received. Historically, grants have averaged between \$1,000 and \$2,000. The maximum grant size is \$5,000. The Foundation expects to award 5 to 7 grants for each of the three grant sub-categories: community-based, quality improvement/education, and scholarly activity.

#### **5. Evaluation and Monitoring**

When relevant and practical, projects should have a plan for evaluation that defines desired short- and long-term outcomes and steps to measure those outcomes. In addition, where appropriate, projects should incorporate processes for feedback and assessment of ongoing work that will allow for mid-course corrections if necessary. Grantees are expected to meet requirements for the submission of narrative and financial reports, as well as potential periodic information needed for overall project performance monitoring and management.

#### **6. Use of Grant Funds and Expectations**

Grant funds may be used for the following expenses: project staff salaries and benefits, consultant fees, data collection and analysis, meetings, supplies, project-related travel, and other direct project expenses. Please note, projects with established programs may use grant funds for a new product, service or opportunity for the program recipients or beneficiaries, but not for salary and benefits of current staff, unless their time is being redirected to a new project. The Foundation will not make grants to exclusively cover the costs of publication fees for research that has already been completed, but will consider requests that include a line item for such expenses as part of the overall project costs.

According to the Foundation's policy, grant funds may not be used for any of the following:

- Unrestricted general operating expenses
- Ongoing programs or existing staff, unless their time is being redirected to a new project
- Purchase of equipment and capital

- Memberships to professional associations
- Endowment funds
- Religious purposes
- Fundraising activities or events (e.g. annual fund drives, phone solicitations, benefit tickets)
- Lobbying or political activities
- Activities related to litigation, arbitration or other dispute resolution
- Tuition or fees for medical education at the undergraduate or residency training levels
- Any activity inconsistent with the Foundation’s status as a 501(c)(3) charitable organization

If awarded a grant, please plan to acknowledge the Foundation in any publications and to include the Foundation’s logo on any grant-related materials. Further details will be provided during the awarding phase.

### 7. Proposal Review and Timetable UPDATE

This timetable provides key dates and deadlines for the span of application process.

RFP Release Date:	February 12 <sup>th</sup> , 2024
Proposals Due:	March 11 <sup>th</sup> , 2024
Funding Decisions:	May, 2024
Project Start Date:	July 1 <sup>st</sup> , 2024
Project End Date:	June 30 <sup>th</sup> , 2025
Midpoint Report Due:	January 15 <sup>th</sup> , 2025

### 8. How to Apply

To apply for a grant, register and login to the Foundation’s [online application system](#). Proposals must be completed and submitted with all required responses and attachments in order to be considered for funding in this grant cycle. Please use the access code **POMAF** to access the application.

If you have questions regarding the application, please contact the Foundation’s staff: Elizabeth Peck at 617-794-2087 or [epeck@gmafoundations.com](mailto:epeck@gmafoundations.com) or Kathryn Fyrberg 617-391-3092 or [kfyrberg@gmafoundations.com](mailto:kfyrberg@gmafoundations.com).

### 9. Program Contacts

Questions about this RFP or the Foundation in general should be addressed to Elizabeth Peck ([epeck@gmafoundations.com](mailto:epeck@gmafoundations.com)). Technical questions about the online application should be directed to Kathryn Fyrberg ([kfyrberg@gmafoundations.com](mailto:kfyrberg@gmafoundations.com)).