Interprofessional Practice and Education Funding Application
Instructions

1. Purpose
Interprofessional Practice and Education (IPE) is developing rapidly at UI Health, which includes the seven health science colleges, the University of Illinois Hospital and the federally qualified Mile Square Health Center locations. UIC’s IPE mission is to create transformational change in health professions education and health care service delivery by delivering evidence-based learning experiences that build collaborative competence and foster interprofessional scholarship and collaborative practice across academic programs, clinical services and community partners with focused attention to the pressing needs of underserved individuals and populations.

A limited amount of funding is available to support UI Health faculty and staff for innovations that:

- Provide educational learning experiences that promote competence in interprofessional collaborative practice across the seven health science colleges at UIC.
- Implement or enhance interprofessional collaborative practice to achieve improvements in health professions education and health care delivery at UI Health.
- Develop initiatives that can be shared and replicated by others at UI Health and the community.
- Engage UI Health student and staff populations about IPE founded on principles of adult learning, team science, social determinants of heath, patient centered care and population health.
- Embed interprofessional practices at the University of Illinois Hospital and federally qualified health centers.

The following definitions are used in interprofessional practice and education:

**Interprofessional Education:** “When students from two or more professionals learn about, from and with each other to enable effective collaboration and improve health outcomes.” (World Health Organization, 2010).

**Interprofessional Collaborative Practice:** “When multiple health workers from different professional backgrounds work together with patients, families, caregivers, and communities to deliver the highest quality of care.” (World Health Organization, 2010).

For more information on interprofessional practice and education, please visit UIC’s IPE webpage on educating for achievement of collaborative practice competency: [https://vcha.uic.edu/units/interprofessional-education-ipe/ipe-curriculum/educating-for-achievement-of-collaborative-practice-competency/](https://vcha.uic.edu/units/interprofessional-education-ipe/ipe-curriculum/educating-for-achievement-of-collaborative-practice-competency/)
2. Eligibility Requirements
   a. Faculty or staff members with an appointment of 50% or greater at UI Health or the University Library must be included in the proposal as a PI or Co-PI. Faculty and staff from other units may also be included.
   b. Priority will be given to proposals that are clearly linked to UIC’s IPE mission, develop competency in interprofessional practice and that will have a direct impact at the University.

3. Application Procedures
   a. Applications will be accepted on a rolling basis until the annual grant funds have been expended.
   b. The application form is available at https://vcha.uic.edu/ipe-funding-application/.

Applications must include:
   a. Application form,
   b. Budget template, and
   c. Letter(s) of support signed by the Department Head, Administrator, or Dean.

4. Funding
   a. The awards can fund up to 10% of a faculty or staff salary for a maximum of 18 months and other related expenses. Awards can be renewed for 2 additional 18-month periods. Renewal of awards will depend on how well the program is following the proposed timeline and achieving stated goals and objectives.
   b. Funding is not guaranteed. The review panel may recommend partial funding.
   c. Expenses incurred prior to receiving notice of funding are not reimbursable.
   d. All expenditures must follow university regulations.
   e. Unexpended funds will revert back to the IPE grant program.
   f. The awarding of these funds will be accompanied by support and mentoring as needed in the development of IPE and in outcome evaluation.

5. Review Process
   a. The review committee will consist of a panel of faculty, staff, and students that have attested to having no conflict of interest with any of the proposed projects (maximum of five review members).
   b. Each member of the review panel will evaluate proposals using the attached rating form that will be returned to Mary Keehn, Asst. Vice Chancellor for Interprofessional Practice and Education, including a recommendation for full, partial or no funding. The Asst. Vice Chancellor for Interprofessional Practice and Education will make the final determination.

6. Criteria for Review
   a. Please refer to the attached rating form for more information on the evaluation criteria for providing funding for IPE innovations.

7. Award Conditions
   a. Expenditures will be reimbursed through the Office of Vice Chancellor for Health Affairs.
   b. Awardees must provide a final report to Mary Keehn, Asst. Vice Chancellor for Interprofessional Practice and Education, within 60 days of the project completion date. The report should:
      i. Summarize final results of the project;
      ii. Report progress for extramural funding (if applicable); and
      iii. Explanation for dissemination of project outcomes.
   c. An interim and final report will be requested if the funding period is longer than 15 months.

8. Questions
   a. If there are any questions on the proposal or criteria, please contact Mary T. Keehn, Asst. Vice Chancellor for Interprofessional Practice and Education.
Evaluation Rating Form (blank copy)

Scoring Key: Scores reflect the degree to which the project as described meets the evaluation criteria for providing funding for IPE innovations.

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<th>Score</th>
<th>Description</th>
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<td>3</td>
<td><strong>Exceeds evaluation criteria</strong> - Proposed project has a particularly strong fit with criteria and stands out in the clarity and thoroughness of the plan for completion.</td>
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<td><strong>Meets evaluation criteria</strong> - Proposed project addresses all aspects of the criteria and there are no concerns with regard to feasibility of completion.</td>
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<td>1</td>
<td><strong>Does not meet evaluation criteria</strong> - Proposed project does not address all aspects of the criteria or there are concerns with the likelihood of successfully completing the project.</td>
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Evaluation Rating Items

**Reviewer’s name:**

Funding recommended:  
☐ Yes  ☐ No  ☐ Partially funded

**Total points awarded**

Click or tap here to enter text.

*Comments:* If partial funding is selected, please explain the rationale of which budget items are recommended to be funded.  
Click or tap here to enter text.

**Project and methodology**

Award up to 3 points

The proposed project:
- Addresses an important issue in the interprofessional practice and education (IPE) field.
- Provides a strong rationale on how the proposed project will address the education objectives.
- Describes objectives that are meaningful to advancing IPE or ICP at UI Health.
- Includes learning activities that are measurable and address the education objectives.

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**Project significance at UI Health**

Award up to 3 points

The proposed project:
- Is aligned with UIC’s IPE mission on building collaborative competence.
- Targets and benefits interprofessional groups of students, faculty/staff or patient populations at UI Health.
- Is founded on principles of adult learning, team science, social determinants of health, patient centered care and/or population health.

Click or tap here to enter text.

**Team members**

Award up to 3 points

The proposed project:
- Includes an interprofessional team.
- Clearly explains the contributions of each team member.

Click or tap here to enter text.
**Project evaluation**  
Award up to 3 points

The proposed evaluation:
- Addresses all identified outcomes.
- Identifies instruments/tools and processes for data collection.

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**Project timeline and milestones**  
Award up to 3 points

The proposed project timeline and milestones:
- Are reasonable for implementation and evaluation of the project to accomplish goals.

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**Dissemination of project outcomes**  
Award up to 3 points

The proposed dissemination of project outcomes:
- Considers how the outcomes can be shared with the UI campus and/or other relevant stakeholders. This could include potential products (e.g., toolkits, videos, and debriefing protocols) or presentations/publications.

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**Adequacy of budget**  
Award up to 3 points

The proposed budget:
- Is reasonable for proposed scope of work
- Has clear justification
- Includes a sustainability plan if the project will continue beyond the proposed funding period.

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