



Request for Proposals Friedman-Bowen Primary Care Scholarship Fund Grants

The Friedman-Bowen Primary Care Scholarship Fund was created to spark interest in primary care as a career and encourage the capabilities of medical students by providing support for projects that show promise to improve the knowledge or practice of primary care.

These guidelines will help you prepare a proposal. Please use the Friedman-Bowen Primary Care Scholarship Fund proposal application form available on the Minnesota Medical Association Foundation's website to apply.

The MMA Foundation will open two cycles of Friedman-Bowen Primary Care Scholarships in 2024. The first cycle will open on April 3, the second on September 19.

What Types of Projects Are Eligible for Funding Through the Friedman-Bowen Primary Care Scholarship Fund?

The Friedman-Bowen Primary Care Scholarship Fund is interested in funding worthwhile projects that improve the knowledge or the practice of primary care and are designed and are initiated by medical students who intend to pursue a career in primary care. Examples of eligible projects include:

Practice projects (e.g., a project to facilitate access to primary medical care for vulnerable populations, improve vaccination rates for a particular population or vaccine, develop a system for increasing the number of screenings for certain conditions, improve clinical processes, raise awareness of particular health issues among health care providers or special populations)

Scholarship projects (e.g., statistical help to enable a medical student to complete a project)

Who is Eligible for the Friedman-Bowen Primary Care Scholarship Fund Grants?

The Friedman-Bowen Primary Care Scholarship Fund grants are available to students in good academic standing who are: 1) currently enrolled on a full-time basis in medical school at the Mayo Clinic Alix School of Medicine or the University of Minnesota School of Medicine – Duluth or Twin Cities campuses; and, 2) who intend to pursue a career in primary care. Eligible candidates can apply during any year of their education.

How Will Proposals be Judged & Who Will Determine the Grant Recipients?

The Minnesota Medical Association Foundation's scholarship & grant selection committee reviews all applications and recommends grant awards. Applications will be evaluated on the following criteria:

- Proposed project is designed and initiated by the applicant/team.
- Proposed project will make an exemplary contribution to improving access or addressing the educational and/or health care needs of underserved or vulnerable populations.
- Proposed project will enhance a student's understanding of how to develop longitudinal continuity care experiences.
- Project is feasible and has high likelihood of being completed within the project period.
- Project demonstrates methodological rigor.

Can I Apply for Multiple Projects in a Single Year?

The Minnesota Medical Association Foundation will entertain one proposal per medical student per year. Each proposal should be limited to a single project.

What is Total Funding Available?

The total funding available each year is approximately \$10,000.

What is the Size of the Grant Awards?

Grant awards will range in size. The maximum grant award per project per year is \$2,000.

What is the Geographic Focus of the Grants?

Grants will be awarded for projects that take place in Minnesota or bring benefit to the people of Minnesota.

What Are the Project Periods and Reporting Requirements?

The Friedman-Bowen Primary Care Scholarship Fund grants will support projects of up to one year in duration. Grant recipients will be required to submit a final report due one month after the project's completion.

What Should Be Included in the Project Budget?

Applicants are encouraged to think practically and realistically about the cost of their proposal. (Note: the total grant award will not exceed \$2,000 regardless of the size of your proposed budget.) For guidance, basic budget line items might include personnel, materials and supplies, equipment, costs associated with presenting data at meetings (includes cost of registration + travel expense), consulting fees.

Are Any Expenses or Projects Excluded from Eligibility?

Yes. The Friedman-Bowen Primary Care Scholarship Fund grants may not be used to pay a medical student's tuition, mandatory fees, or living expenses.

What If I Don't Spend the Full Grant Award?

If your proposal is funded and the project fails to progress, or if you have unspent grant funds at the end of the project period, you must return the unspent dollars. You will be asked to sign a grant agreement prior to receiving the award that will dictate the terms related to unspent grant dollars.

How Should I Apply for a Friedman-Bowen Primary Care Scholarship Fund Grant?

To apply for a Friedman-Bowen Primary Care Scholarship Fund grant, you will need to submit a completed proposal by the deadlines described in these guidelines. An application form is provided on the Minnesota Medical Association Foundation's website. A complete proposal must include:

- Signed certification page
- Completed proposal application form, including project budget
- One letter of recommendation, preferably from a school official who can discuss your achievements, which may include scholarship, leadership, or volunteerism, as well as your potential for future success

Proposals should be double-spaced with 1" margins, font size 12, and not exceed four (4) pages. It is not necessary that you use the specific application form provided; but all of the questions requested in the application form must be addressed in your application.

How Should I Submit a Completed Proposal and What is the Deadline?

Completed proposals should be emailed in a single file to Kristen Gloege at kgloege@mnmed.org by 11:59 p.m. on **Thursday, May 2, 2024** for the spring cycle and **October 18, 2024**, for the fall cycle. Late proposals will not be considered.

The Minnesota Medical Association Foundation will send an e-mailed confirmation that your application was received. If you do not receive an e-mailed receipt, assume your proposal was not received. Grant award announcements will be made by e-mail. The grantee must sign and deliver a completed grant agreement before the award will be mailed.

Who Can I Contact with Questions About the Scholarship Opportunity?

If you have questions about the Friedman-Bowen Primary Care Scholarship Fund, please e-mail Kristen Gloege, MMA Foundation CEO, at kgloege@mnmed.org