Independent Grants for Learning & Change (IGLC)
Track 2 - Call for Grant Applications (CGA)
Rheumatoid arthritis preceptorship programme

I. Background

The mission of Pfizer Independent Grants for Learning & Change (IGLC) is to partner with the global healthcare community to improve patient outcomes in areas of mutual interest through support of measurable learning and change strategies. “Independent” means that the projects funded by Pfizer are the full responsibility of the recipient organization. Pfizer has no influence over any aspect of the projects and only asks for reports about the results and the impact of the projects in order to share them publicly.

Through this CGA we encourage organizations to submit grant requests that, if funded, will support education in a specific disease state, therapeutic area, or broader area of educational need. Educational activities should not be focused on products specific to Pfizer.

When a CGA is issued, it is posted on the IGL&C website in the Grants Process section and is sent via e-mail to all registered users in our grants system. Some CGAs may also be posted on the websites of other relevant organizations.

II. Eligibility

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<th>Geographic Scope:</th>
<th>International: All European countries (including Israel, Turkey and Russia)</th>
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| Applicant Eligibility Criteria: | The following may apply: Healthcare organisations responsible for the care of rheumatoid arthritis patients.  
More information on organizations eligible to apply directly for a grant can be found at http://www.pfizer.com/files/IGLC_OrganizationEligibility_effJuly2015.pdf.  
Collaborations within institutions (e.g., between departments and/or inter-professional), as well as between different institutions/organizations/associations, are encouraged. All partners must have a relevant role, and the requesting organization must have a leadership role. |
III. Requirements

| Date CGA Issued: | 3rd April 2018 |
| Clinical Area:   | Rheumatoid Arthritis |

**Specific Area of Interest for this CGA:**

It is our intent to provide grant funding to one or more European organisations to develop and deliver an in-depth and hands-on preceptorship programme; hosting physicians responsible for the care of rheumatoid arthritis patients in Europe, Japan, Australia and New Zealand (“Trainees”). It is expected that the funded preceptorship host(s) institutions will develop a programme that helps to improve early and comprehensive RA diagnosis and management, and will consist of clinical observation, one-on-one faculty instruction and didactic learning modalities to increase the knowledge and competency in relation to all aspects of the management of rheumatoid arthritis patients including: recognising pathognomonic features, diagnostic testing algorithms, recommendations for treatment, surveillance and long-term management, awareness of clinical trials for new and improved therapeutic strategies, as well as complex psychosocial counseling and support.

The successful host institution(s) will be expected to develop and deliver an immersive learning experience for Trainees that has the following key features:

- Preceptorship curriculum duration of 1-2 weeks
- A mix of hands-on and didactic learning for Trainees
- Preceptorship programme to be repeated 2 or more times over the course of the year following provision of the grant
- Each incidence of the programme to be capable of hosting 3-5 Trainees
- A budget which includes reasonable travel and accommodation expenses for the Trainees
- Programme delivered in English

Successful host institutions will demonstrate a commitment to excellence in patient care as well as life-long learning for physicians.


Note that the successful host organisation(s) will be entirely responsible for the content of curriculum. Successful preceptorship programmes will be funded by independent grants from Pfizer will not be involved in the content or execution of the program, however, Pfizer can assist with the publicising and advertisement of the preceptorship programme. Final Trainee candidate selection will be the responsibility of the host organisation(s).
**Expected Approximate Monetary Range of Grant Applications:**

The total budget available for this preceptorship programme is $178,000 USD. This may be given as a single grant to an institution capable of delivering a full preceptorship programme, or divided into multiple grants if applying organisations only wish to cover certain aspects of patient care.

The grant amount Pfizer will be prepared to fund will depend upon the evaluation of the proposal and costs involved and will be stated clearly in the approval notification.

**Key Dates:**

- CGA release date: 3rd April 2018
- Grant application due date: 20th September 2018
- Please note the deadline is midnight Eastern Time (New York, GMT -5).
- Anticipated Grant Award Notification Date: Early November
- Grants distributed following execution of fully signed Letter of Agreement
- Preceptorship programmes should be completed within 1 year of grant award notification.

**How to Submit:**

- Please go to the specific application log-in page and sign in. First-time users should click “REGISTER NOW”.
- Select the following Educational Area: CGA – RA Preceptorships 2018
- Requirements for submission:
  - Complete all required sections of the online application and upload the completed preceptorship template (see Appendix). If you encounter any technical difficulties with the grant management system, please click the “Need Support?” link at the bottom of the page.
- Please note that all applications must be submitted in English.
- **IMPORTANT:** Be advised applications submitted through the wrong application type and/or submitted after the due date will not be reviewed by the committee.

**Questions:**

- If you have questions regarding this CGA, please direct them in writing to Jo Harbron at (jo.harbron@pfizer.com), with the subject line “RA preceptorship host CGA - 2018.”

**Mechanism by which Applicants will be Notified:**

- All applicants will be notified via email by the dates noted above.
- Applicants may be asked for additional clarification or to make a summary presentation during the review period.

**IV. Terms and Conditions**

Please take note every Call for Grant Applications (CGA) released by Pfizer Independent Grants for Learning & Change (IGLC) is governed by specific terms and conditions. These terms and conditions can be reviewed here:
Appendix: CGA Grant Submission Template

Grant Applications should be single-spaced using Calibri 12-point font and 1-inch margins. Note there is a **10-page limit** exclusive of references. Please include the following:

A. Title
B. Organizational Detail: Describe the attributes of the institutions/organizations that will support and facilitate the execution of the preceptorship programme, the leadership of the proposed preceptorship programme, and the specific role of each partner (if applicable) in the proposed programme.
C. Goal: Briefly state the overall goal of your preceptorship programme.
D. Objectives: List the key learning objectives you expect Trainees to achieve through attending a preceptorship programme at your organisation.
E. Assessment of Need: Describe what you believe to be the key education gaps in relation to the management of rheumatoid arthritis patients.
F. Target Learner Audience: Describe the type of physician you believe would benefit most from attending a preceptorship at your organisation (include areas of clinical and research interest, career stage, level of experience etc.)
G. Project Design and Methods: Describe the planned preceptorship programme (including a draft curriculum), the educational approach, and the way the planned methods address the learning needs you described previously.
H. Innovation: Explain what measures you have taken to assure that your preceptorship programme will be original.
I. Outcomes Evaluation: Describe how you will evaluate success of the preceptorship programme.
J. Dissemination Plan: Describe how the programme may have extended benefit beyond the grant. E.g. will the teaching materials be made available to others to use? Will you encourage Trainees to take learnings back to their own organisations, and if so, will you evaluate whether learning was disseminated?
K. Timeline
L. Additional Information: If there is any additional information you feel Pfizer should be aware of concerning the importance of your preceptorship programme, please summarize it in within the page limitations.
M. References (outside the 10-page limit)
   - There is no designated format for references
N. Budget (See template available in application)
   - While estimating your budget please keep the following items in mind:
     - Grants awarded by IGLC cannot be used to purchase therapeutic agents (prescription or non-prescription).
     - Pfizer maintains a company-wide, maximum allowed overhead rate of 28% for projects.
     - You should remember to include budget for travel and accommodation expenses for trainees (you can appoint a travel agent to manage this aspect if necessary).
     - A separate Excel file should be uploaded. This does not count toward the page limit.
       - An example of the budget template can be found here: [http://cybergrants.com/pfizer/docs/KnowledgeGapBudgetTemplate2015.xls](http://cybergrants.com/pfizer/docs/KnowledgeGapBudgetTemplate2015.xls)
       - At the conclusion of your program, a reconciliation of expenses is required using the original budget file submitted.

Grant Applications should be single-spaced using Calibri 12-point font and 1-inch margins. There is a **10-page limit** exclusive of references. If extensive, references may be included on 1-2 additional pages.