



Amy Roberts Health Promotion Research Award Instructions and Application 2025

Introduction

The Amy Roberts Health Promotion Research Award was established to provide funds to support the research activities of young investigators affiliated with the Magee-Womens Research Institute (MWRI) or sponsored by a MWRI member and **studying health promotion in women**.

- General Information:
 - Health promotion is the science and art of helping people change their lifestyle to move toward a state of optimal health. Health promotion research can include, but is not limited to, projects addressing exercise, nutrition, smoking cessation, and obesity reduction.
 - Lifestyle change can be facilitated through a combination of efforts to enhance awareness, change behavior, and create environments that support good health practices.
 - Amy's award was designed to extend our traditional study of disease to the prevention of disease through health promotion by funding beginning investigators in this research strategy.

Use of Funds

- The award will be used for research by young investigators including a summer research project and/or scholarly project for medical students. (Note: For medical students, the stipend is identical to the Dean's Summer Research Program (if they elect to continue the project as their scholarly project, they will receive full stipend for the duration of the project. This decision may be made at the time of application or at the termination of the summer project).
- Only one application per year for a 12-month period for a maximum funding request not to exceed \$7,000 (exception as above for medical students)

Eligibility

- Applicants must meet the following eligibility criteria:
 - Affiliated with the Magee-Womens Research Institute (MWRI) or sponsored by a MWRI member. MWRI investigators are encouraged to sponsor applicants. If an applicant does not have a sponsor, he/she should contact Ms. Margaret (Peggy) Armstrong at armstrongmj2@upmc.edu. Dr. Jim Roberts will identify an appropriate sponsor and coordinate introductions.
 - At the beginning of their careers (*high school through faculty appointment of three years or less*)
 - For non-faculty candidates, the candidate should also have a mentor who need not be the sponsor or an MWRI member
 - Studying health promotion and wellbeing
- The responsibilities of the sponsor include:
 - Determine that the proposed usage of funds will enhance the research program of Magee-Womens Research Institute (MWRI) in the area of health promotion.
- The responsibilities of the mentor include:
 - The proposal should be prepared by the student/trainee with mentor review and assistance. The mentor will prepare a letter of support outlining the planned interaction with the candidate.

Application Preparation and Submission

Application and supporting documentation must be submitted via email in a single file (Word or PDF) to Ms. Armstrong (armstrongmj2@upmc.edu) on or before 5:00 PM, Sunday, April 20, 2025.

Please use single spacing, 1-inch margins and 11 point Arial font.

Candidate Required Documents

1. Face Page signed by applicant and mentor
2. NIH formatted biosketch
3. Abstract – 150 words, self-explanatory
4. Proposed Budget – address the following:
 - a. Describe the proposed use of funds. Funds must be used for the proposed research project or a component added to an existing research project. For medical students state whether for summer project alone or as part of scholarly project (this decision can be made at end of summer project.)
 - b. Applicant must provide a breakdown of the budget into categories such as supplies, technical support and other. Please see attached form.
5. Research Project Description: Describe the proposed project using the headings listed below. The page limit is **4** pages single-spaced (single-sided 8 ½ x 11), excluding references and appendices.
 - a. Background: Summarize the state of knowledge relevant to the proposal.
 - b. Hypotheses/Research Questions: State these clearly and concisely.
 - c. Methods: Give essential details of methods. Describe the data to be collected and the method of data analysis proposed.
 - d. Originality and Relevance to Health Promotion: State how the project will advance knowledge in the area of health promotion if it is completed as planned.
6. References: Compile these separately; they are **NOT** included in the page limit of the Project Description.

Co-Investigator, Mentor, Consultant and Collaborator Documents

1. Co-Investigator: NIH formatted biosketch
2. Mentor:
 - a. NIH formatted biosketch
 - b. Brief mentor letter describing planned interaction with the applicant.
3. Consultant and Collaborators: Include letters from essential consultants and collaborators, as required, confirming their availability and agreement to participate in the project.

Candidate Evaluation

The Amy Roberts Health Promotion Research Award Review Committee will review all applications. Decisions will be based upon:

1. Scientific merit
2. Originality and creativity
3. Quality of the application text
4. Relevance to health promotion in women

Scoring of Proposals

An overall score will be assigned as well as an additional score to reflect the quality of the application text. Poorly written applications will result in a proposal being less competitive.

The Amy Roberts Health Promotion Research Award Review Committee members will independently review all applications and cast individual scores. To ensure consistency, the committee members will adhere to the following common scale.

| Overall Impact or Criterion Strength | Score | Description |
|--------------------------------------|-------|--------------|
| High | 1 | Exceptional |
| | 2 | Outstanding |
| | 3 | Excellent |
| Medium | 4 | Very Good |
| | 5 | Good |
| | 6 | Satisfactory |
| Low | 7 | Fair |
| | 8 | Marginal |
| | 9 | Poor |

The members of the Review Committee will convene for an open deliberation and discussion of the applications. The average rating score of each application will be reviewed and the final funding decision will be made.

Publications/Presentations

Any publications and/or presentations that result from research activities supported by this Award, whether entirely or in part, must include the following written statement: *“Supported by Amy Roberts Health Promotion Research Award.”* A copy of the manuscript must be sent electronically to Ms. Armstrong at armstrongmj2@upmc.edu.

End of Project Progress Report

A Progress Report will be required no later than 30 days following the end of the funding period submitted via email (Word or PDF) to Ms. Armstrong at armstrongmj2@upmc.edu.

Timeline

| | |
|-----------------------|----------------------------|
| April 20, 2025 | Submission Deadline |
| April 21-25, 2025 | Review Process |
| May 2, 2025 | Award Presentation |



Amy Roberts Health Promotion Research Award – 2025

APPLICATION FACE PAGE

Project Title

CANDIDATE INFORMATION

Candidate Name

Position/Appointment

Business Address

Telephone(s)

Email

Mentor

Mentor Name

Position/Appointment

Business Address

Telephone(s)

Email

Applicant Signature: _____ **Date:** _____

Mentor Signature: _____ **Date:** _____

Sponsor

Sponsor Name

Position/Appointment

Business Address

Telephone(s)

Email

Proposed Budget

A. Personnel – List all personnel to be involved in working on the proposed research, **whether or not salary is requested**, beginning with P.I.

| Name | Role | % Effort | Salary Requested | Fringe Benefits | Total |
|------|-------------------------------|----------|------------------|-----------------|-------|
| | Principal Investigator | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | Subtotal | | | | |

B. Equipment

| Name of Equipment | Description/Use | Cost | | | |
|-------------------|-----------------|------|--|--|--|
| | | | | | |
| | | | | | |
| | | | | | |
| | Subtotal | | | | |

C. Supplies

| Item | Description/Use | Cost | | | |
|------|-----------------|------|--|--|--|
| | | | | | |
| | | | | | |
| | | | | | |
| | Subtotal | | | | |

D. Other Expenses

| Item | Description/Use | Cost | | | |
|------|-----------------|------|--|--|--|
| | | | | | |
| | | | | | |
| | | | | | |
| | Subtotal | | | | |
| | TOTALS | | | | |

Budget Justification

Beginning with Section A of the Proposed Budget, please provide **1)** a description of the responsibilities to be assumed by all individuals listed under Personnel and **2)** a justification for all equipment, supplies and miscellaneous costs requested.