The National Curriculum Initiative in Developmental Medicine (NCIDM) supports multiple medical schools to implement curriculum about health care for people with intellectual disabilities through a multi-year partnership between the American Academy of Developmental Medicine and Dentistry (AADMD) and Special Olympics International (SOI), with resources from a cooperative agreement funded by the Centers for Disease Control and Prevention. The goal of the NCIDM project is to provide training to medical students in the field of developmental medicine—the care of individuals with intellectual/developmental disabilities (IDD) across the lifespan.

Medical School Partners will be selected to receive a $25,000 grant to implement curriculum enhancements aimed at addressing gaps in medical education regarding serving patients with IDD. AADMD believes it is essential to include self-advocates with IDD in curriculum efforts. To this end, schools should be prepared to work with community partner(s) to ensure meaningful inclusion of self-advocates in curriculum development and/or delivery.

**Application deadline: 10/15/19 by 11:59pm EST**

- Please submit your application to Dr. Priya Chandan, NCIDM Project Director, at priya.chandan@louisville.edu
- Approximately 5 Medical School Partners will be selected for Cohort 4 and will be notified in November 2019

**Funding Details:** Funding is tied to the following deliverables

- Evaluation Data: Complete pre-test/post-test data on a minimum of 20 medical students\(^1\) is required. Competitive applications will include an evaluation plan specific to each project activity and will maximize the number of students on which pre-test/post-test data is captured.
  - $7,500 upon completion of pre-test materials (NCIDM Attitudes Survey & NCIDM Knowledge Survey)
  - $7,500 upon completion of post-test materials (NCIDM Attitudes Survey, NCIDM Knowledge Survey and medical school course evaluation)

- Final Report: Details of the Final Report will be discussed upon signing MOUs. At minimum, the Final Report should include a narrative report, NCIDM Attitudes Survey and NCIDM Knowledge Survey pre-test/post-test data, and course evaluation results
  - $10,000 upon submission of Final Report

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\(^1\) While 20 is the minimum required, projects that reach greater numbers of students will be considered more competitive.
If you are interested in being considered for this grant opportunity, please submit an application with the following information:

**Study Team**

Please list each Study Team member’s name, credentials, title, relevant expertise, and time commitment to this project.

Please designate one Study Team member as the **Principal Investigator/Internal Champion**, who will be the primary point of contact with AADMD and will be ultimately responsible for the completion of all project deliverables. The Internal Champion must have a School of Medicine faculty appointment.

The NCIDM surveys designed for evaluation of Project Activities are set-up in Qualtrics. Please designate one Study Team member as the **Qualtrics Liaison**. The Internal Champion may also fulfill this role, but it must be clear who will be managing Qualtrics for your project. Please describe any expertise/experience that this team member has with Qualtrics. *If your institution does not have access to Qualtrics, please notify Dr. Priya Chandan of this as soon as possible and indicate this in your application.*

Please note that NCIDM evaluation tools (NCIDM Attitudes Survey, NCIDM Knowledge Survey) will be shared electronically with Medical School Partners via Qualtrics after the MOU is signed; the surveys cannot be shared during the application process. If accepted as a Medical School Partner, the Qualtrics Liaison must coordinate receipt of NCIDM surveys with the NCIDM Project Team prior to the start of any project activities.

Please describe involvement of **Community Partners** and include Letters of Support that detail the Community Partners’ role in your proposed project and the history of the working relationship (i.e. is this a new relationship? Have you and this Community Partner worked together previously?)
**Overall Project Timeline**

- October 15, 2019: Applications due (11:59pm EST)
- November 2019: Medical School Partners for Cohort 4 notified by AADMD
- February 29, 2020: Each Medical School Partner is responsible for completion of the following processes:
  - *Obtain MOU signatures* from Internal Champion, University’s Office of Sponsored Programs/Office of Sponsored Research/Office of Grants and Contracts, Qualtrics Liaison
  - *Institutional Review Board (IRB) approval*. Each Medical School Partner must consult with their IRB and submit an IRB approval letter to AADMD before beginning project activities
- March 1, 2020: Project Activities begin
- Project end date will be specific to each Medical School Partner’s proposed Project Activities and will be agreed upon in the MOU. Please note, Project Activities MUST be completed by August 1, 2021

**Project Activities**

For each Project Activity, please include a detailed description, a list of responsible Study Team members, a community partner (if applicable), a timeline, and an evaluation plan. Please see below for a template:

**Project Activity #1:**

**Description**: Please be as detailed as possible. Be sure to include which year(s) of medical school training you will be reaching (i.e. MS1, MS4, etc.). Please also include an estimate of the number of students the activity is expected to reach (i.e. a small group of 10 versus an entire class) and describe self-advocate involvement

**Study team member(s):**

**Community partner(s):**

**Timeline**: Please include a visual timeline like the one below that shows ALL steps for this project activity and the months in which they will occur. Don’t forget to plan ahead! For example, if you plan to start an elective in July 2019, you should include time for creation of elective content in May-June 2019.

<table>
<thead>
<tr>
<th>Month 1</th>
<th>Month 2</th>
<th>Month 3</th>
<th>Month 4</th>
<th>Month 5</th>
<th>Month 6</th>
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<th>Month 10</th>
<th>Month 11</th>
<th>Month 12</th>
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</thead>
</table>

**Evaluation Plan:**

**Pre-test materials: NCIDM Attitudes Survey & NCIDM Knowledge Survey**

Please describe your plan for administering pre-test materials. For example, how long will students have to complete the materials before starting the project activity? Will students be required to complete the materials before starting the project activity?

**Post-test materials: NCIDM Attitudes Survey, NCIDM Knowledge Survey, and course evaluation**

Please describe your plan for administering post-test materials. For example, how long will students have to complete the materials after the project activity ends? Will students be required to complete the materials to receive credit for the project activity?
**Budget**
Please include a one-page budget and a one-page budget justification. Sample categories may include Salaries & Fringes, Supplies & Equipment, or Travel. *Please note—AADMD does not fund indirect costs.*

**Sustainability**
Please describe how you will ensure the sustainability of Project Activities after the funding period ends.

**Letters of Support**
Please include Letters of Support from Community Partner(s) that describe their role in the proposed project. Please also include a Letter of Support from medical school administration that describes their commitment to project activities.

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*Updates and FAQs regarding this RFP will be sent via electronic mailing list. You may sign up for the mailing list on the project website: http://aadmd.org/page/ncidm-medical-student-education*

*If you have any questions about this application or the application process, please contact Dr. Priya Chandan, NCIDM Project Director, at priya.chandan@louisville.edu.*

Priya Chandan, MD, MPH  
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*Assistant Professor-University of Louisville*  
*Division of Physical Medicine & Rehabilitation, Department of Neurosurgery, School of Medicine*