

**Request for Applications (RFA): Retention and Success Mini-Grant Program**  
**JAMP Mini-Grant Instructional Improvement Program**  
**Undergraduate and Medical School Awards, RFA 09-01B**

**Eligible Applicants:** All JAMP undergraduate and medical school partner institutions

<b>Key Dates:</b> Application Due Date:	<b>January 29, 2010</b>
Earliest Anticipated Start Date:	<b>March 1, 2010</b>
End Date:	<b>August 31, 2010</b>

**Program Purposes:** This program is intended to improve success in retaining undergraduate school students in the JAMP program.

**Anticipated Number of Mini-grant Awards:** Up to 10 mini-grants will be awarded to qualifying institutions, based on the quality of plans submitted.

**Mini-grant Awards:** Mini-grants of up to \$20,000 will be awarded, with the average award expected to be \$10,000. Institutional Overhead, often referred to as Facilities and Administration (F&A) or Indirect Costs, tuition and fees cannot be paid through this grant. Selections will be based upon (a) documentation that proposed activities have improved the retention of JAMP undergraduate students in the program, and/or (b) the quality and innovativeness of new activities proposed to better prepare current JAMP undergraduate students for the medical school experience.

Supported activities might include development and implementation of specialized curricula, activities to improve counseling methods or approaches, student academic stimulation and assistance programs, programs to help students prepare for the future by identifying and clarifying goals, or study and learning skill building activities that prepare students to manage course content and individual personal demands more effectively.

**Requirements of Mini-grant Applicants:** Mini-grant applicants should present a plan that describes the evidence/rationale for the proposed project (e.g., indicators of prior success), as well as the components of the plan to be implemented. The plan should explain methods to be used to disseminate enrichment resources to other potential users in the JAMP community, and should delineate methods for evaluating the success of initial intervention and dissemination efforts. Finally, the application should include a detailed budget of no more than one page, specifying how award funds will be used.

**Mini-Grant Application Process:** Interested parties should submit applications to the JAMP Office via email (see address below.) Applications should be produced in Microsoft Word and be no more than four (4) pages (including references) in length. In addition, applicants must submit the attached Excel budget document with appropriate signatures. The proposal should be single-spaced, with ¾-inch margins on all sides, and should use 11 point Arial or Helvetica font. All applications must be received by the JAMP Offices via email ([jamp@utsystem.edu](mailto:jamp@utsystem.edu)) by January 29, 2010. Please include a brief cover letter in the body of the email message, with the application (Word) document and the budget (Excel) attached.

**Review Processes/Further Information:** All applications will be reviewed to ensure that all required materials have been submitted. Awardees will be selected by a committee of the JAMP Council, based on: (a) evidence that the proposed approach will be effective (e.g., publications in the professional literature, verifiable outcome data on participant performance, etc.); (b) clarity of the activity plan; (c) feasibility of the dissemination plan; and (d) reasonableness of funding request, relative to the scope of work proposed. Questions regarding the application process or requirements of awardees should be directed to the JAMP Office (phone: 512.499.4352; email [jamp@utsystem.edu](mailto:jamp@utsystem.edu)).

