



2023 Advocacy Training Grants Application Guidelines

The AAP Community Pediatrics Training Initiative (CPTI) grants support 4 pediatric faculty-resident pairs (8 people total) to attend the AAP Advocacy Conference (formerly called the Legislative Conference). **This year's conference will be held on March 26-28, 2023 and will be in person. Faculty and residents will attend an orientation for their grantee cohort on Saturday, March 25, prior to the start of the conference.**

Following the conference, the faculty-resident pairs will be **required to implement an educational project to strengthen the advocacy skills of others in their program and enhance their residency program's advocacy training/curriculum. The project must be implemented in collaboration with their AAP chapter.** Up to \$1,000 in grant funds will be issued to the AAP chapter to support this educational activity.

Applications and required letters of support are due by Friday, January 13, 2023 (Midnight ET).

AAP ADVOCACY CONFERENCE

The 2023 conference will provide faculty and residents with many opportunities to strengthen their advocacy skills, including:

- Learning from distinguished speakers and advocates
- Capitol Hill visits
- Advocacy skills and issues sessions
- Building relationships with other pediatrician advocates

Attendees will learn about the federal and state legislative processes, acquire skills and techniques to successfully impact Congress and state legislatures, and develop strategies to effectively utilize the media for child health issues. Grantees will then share and apply these skills as they develop and implement their educational projects to strengthen the advocacy skills of their peers and colleagues at their residency programs.

GRANTEE ORIENTATION SESSION AND COACHING

A mandatory orientation will be held on Saturday, March 25, for grantees to discuss their projects and network with CPTI leaders to share ideas and resources. Grantees will have opportunities to connect with this cohort throughout the grant period.

Quarterly virtual meetings will be held for cohort members to share their progress and learn from each other. Participation from the resident and/or faculty from each pair is required for these meetings.

KEY BENEFITS OF GRANT

- Cost of registration for the 2023 AAP Advocacy Conference for each pediatric faculty and resident will be covered.
- Up to \$1000 available to support an educational advocacy project.
- Opportunities for pediatric faculty, residents, and AAP chapters to collaborate on child advocacy.
- Collaboration with CPTI leaders experienced in implementing resident advocacy education and with advocacy-focused faculty and residents from other institutions.

EDUCATIONAL PROJECT REQUIREMENTS

After attending the AAP Advocacy Conference, each faculty-resident pair must collaborate with their AAP chapter to implement a project that will train others at their residency program on advocacy skills, especially those crucial for impacting policy change. The target audience for the project should primarily be residents but may include faculty, medical students and fellowship trainees, community pediatricians, and community-based organization leaders.

Projects must build sustainable advocacy curricula and include a component on developing legislative advocacy skills, such as effective communication with policy makers or the media, coalition building, and negotiation. Projects may also address community-level advocacy and other child advocacy skills.

When possible, projects should be linked to advocacy topics active in the grantee's state (e.g., immunizations, helmet safety, gun safety) to provide a relevant, real-life learning experience. Projects should include activities that are interactive and offer the opportunity for hands-on advocacy skills practice.

Components of the educational projects may include, but are not limited to, the following:

- Skills workshops, such as engaging with media or letter writing
- Community meetings/presentations with child advocacy groups
- Grand rounds or noon conferences
- Curricular enhancements such as development of online modules or recurring educational experiences
- Presentations or panel discussions on public policy issues related to specific child health issues

ELIGIBILITY AND SELECTION CRITERIA

All applications will be reviewed by representatives from CPTI, the Committee on State Government Affairs, and the Committee on Federal Government Affairs.

Applicants must demonstrate the following prerequisites:

- Pediatric faculty and residents must be members of both the national AAP and state AAP chapter. Canadian chapter members are welcome to apply.
- Faculty-resident pairs must apply in collaboration with their AAP chapter.
- Residents must be able to demonstrate that they are either continuing residency training during the grant period (March 29, 2023 - March 31, 2024) as a resident or chief resident, or that they will remain working with the chapter on project activities following graduation.
- Fellowship trainees are eligible to apply but must demonstrate how their activity would engage the core pediatric residency program.
- Applicants must be available to attend the entire AAP Advocacy Conference on March 26-28, 2023, and the grantee orientation on March 25. Applicants must commit to quarterly virtual meetings.
- Only 1 application per residency program may be submitted; however, more than 1 application is allowed per chapter.
- **Residency programs** that received an Advocacy Training Grant in 2021 or 2022 are not eligible. [Refer to the current list of grantees to check eligibility.](#)
- **Chapters** that received an Advocacy Training Grant in 2021 or 2022 are eligible to apply but should partner with a different local residency program (where applicable).

Priority will be given to applications that:

- Show how the proposed project will address a need in the pediatric residency program’s advocacy training by developing the legislative advocacy skill set of its trainees.
- Demonstrate how the project will lead to enhanced partnership activities between the residency program and the chapter.
- Include interactive, hands-on training activities with elements that will be sustainable in the residency program’s advocacy curriculum beyond the grant period.
- Include specific, measurable objectives to assess the success of project outcomes.

REPORTING REQUIREMENTS AND TIMELINE

A **final report** on the grant will be due to the AAP no more than 60 days after completion of the educational advocacy activity. A **financial report** will also need to be submitted at that time.

Please consider the following while developing your proposed timeline.

- The timeline should directly reflect the project activities as described in the application.
- The timeline should include anticipated dates of implementation for each activity of the project (see example below).
- All educational advocacy projects must be completed between March 29, 2023 and March 31, 2024.

Timeline Example:

Educational Project Activity	Anticipated Completion Date
Noon conference on Legislative Advocacy 101 and local legislation related to children impacted by the opiate epidemic; collect pre-participation surveys	September 2023
Workshop practicing use of social media regarding the impact of the opiate crisis on child health	October 2023
Workshop on building effective partnerships with key stakeholders	November 2023
Feedback/evaluations of project activities compiled	February 2024
Final report due to AAP	March 31, 2024

USE OF GRANT FUNDS AND BUDGET

Chapters will be required to serve as the fiscal agent for the grant funds supporting the educational projects. Grants of up to \$1,000 will be awarded.

Please consider the following while developing your proposed budget:

- Registration for the AAP Advocacy Conference will be handled separately and should not be included in the budget for the educational project.
- Budget line items should directly reflect the project activities as described in the application. Each item should include a description and formula to justify how the amount requested was determined.
- No salary or indirect costs will be considered.
- A speaker honorarium, if budgeted, must not exceed \$500.
- Grant funds cannot be used for lobbying activities to influence legislation; engaging in electioneering or political campaign activities; paying honoraria to elected officials, government officials or employees; producing or disseminating propaganda as defined in Section 4945(d)(1) of the Internal Revenue Code; or engaging in other activities restricted under the Code.

Budget Example:

Activity	Description/Formula	Amount
Promotion (flyers, posters)	100 copies @ \$.25 each	\$25
Meeting/training materials	100 copies @ \$.25 each	\$25
Meal provided at workshops	25 people x \$15/person x 2 workshops	\$750
Travel for AAP chapter leaders to present at workshop	\$.575/mile x 100 miles round trip x 2 people	\$115
Total amount requested:		\$915

APPLICATION PROCEDURES

Applications are due by Friday, January 13 (Midnight ET). Grant recipients will be announced in February 2023.

To preview the application (no sign-in required), view a PDF of the application questions on the [CPTI grants webpage](#).

Requirements for the online application:

- The online application form is located here:
<https://fs25.formsite.com/aapmembership/b0my3fn6u5/index.html>
- Applicants must create a username and password to access the online application. This allows applicants to utilize the “Save and Return” feature so the application can be completed in more than one sitting.
- Responses to application questions will be limited to the stated maximum word counts.
- Attachments must include, and are limited to, the following:
 - 1 letter of support from AAP chapter
 - 1 letter of support from pediatric residency program director

GRANT APPLICATION ASSISTANCE

Assistance for applicants is available and strongly encouraged. If you have any questions or would like to discuss your ideas for the educational project to ensure they align with the intentions of this opportunity, please contact Courtney Day, Manager, Community Health and Partnerships at cday@aap.org.