



## 2023 Cycle CATCH Resident Grants Call for Proposals

**Release Date: November 1, 2022 | Application Deadline: January 23, 2023 @ 11:59 pm CST**

The Community Access to Child Health (CATCH) Program is a national initiative of the American Academy of Pediatrics (AAP) that supports pediatricians to lead innovative, community-based initiatives that increase children's access to optimal health or well-being. Grants up to \$2,000 are awarded annually on a competitive basis to pediatric residents who plan to build broad-based community partnerships to address unmet child health needs.

### Resident Grant

Grants of \$2,000 are awarded to pediatric residents for the planning and/or implementation of community-based initiatives that increase children's access to optimal health or well-being.

[Call for Proposal – Contents Overview](#) (click on the links below to jump to that topic)

- [Key Components of a CATCH Project](#) (requirements, priorities, eligibility, and selection criteria)
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### KEY COMPONENTS OF A CATCH PROJECT

#### Requirements

- Project must be new in your community or a new program from an existing initiative.
- Project includes plans for strong community partnerships.
- Project is for planning and/or implementation activities. If project proposal only includes implementation activities, then prior planning must be demonstrated.
- Methods for measurement of project goals and objectives are clearly described.
- Budget reflects project timeline and activities and does not include [unallowable expenses](#).

#### Priorities

Project activities should lead to a program that will:

- Demonstrate creativity or innovation in the designated community.
- Predominantly serve a population of children with unmet health needs or with demonstrated health disparities.
- Aim to develop strong, broad-based community partnerships.
- Assess children's health or well-being and/or increase access to needed health services not otherwise available.
- Be led by a pediatrician who plays a significant role in the project.
- Address an important need and likely achieve stated goals.
- Include plans for sustainability beyond the grant period.

#### Eligibility and Selection Criteria

- U.S. and Canadian pediatric residents (categorical or combined) in a training program AND have another year of residency or chief year are eligible to apply. Primary applicants must have at least one more year of residency or a chief year at the time of grant funding.
- National and Chapter AAP memberships must be current before grant funds can be disbursed.
- Current CATCH grantees are not eligible; prior CATCH grantees are eligible provided that their grant is closed (all grant project documentation submitted, and any unused funds returned).
- Applications are peer-reviewed by AAP District and Chapter CATCH Facilitators and Resident Liaisons.

## **SPECIAL FUNDING OPPORTUNITIES**

CATCH is pleased to partner with several AAP Councils and Sections, as well as the Boulter CATCH Oral Health Endowment to support pediatric residents to conduct community-based projects that advance child health and well-being. These entities will help to sponsor grants that address topics that are of current interest and priority to their membership.

**Note:** These grants are part of the general Call for Proposals and therefore must follow the same application and reporting procedures and meet the same eligibility and selection criteria. To be considered for one of these targeted funding opportunities, applicants must describe in the application how their project will address the relevant child health priorities. CATCH will work with the sponsoring groups to identify the approved applications that best meet their specific criteria.

- The **Boulter CATCH Oral Health Endowment** supports projects that improve children's access to oral health services, educate parents and caregivers about oral hygiene, improve communication and collaboration between medical and dental professionals, and educate primary pediatric care professionals about the importance of preventive oral health services (such as fluoride varnish) or other children's oral health issues.
- The **AAP Council on Community Pediatrics (COCP)** promotes community pediatrics through policy, practice, advocacy, and education. COCP will fund ONE (1) community project that addresses the social determinants of health, including but not limited to topics in COCP policy statements: poverty and child health, food security, housing insecurity and/or homelessness, and community pediatrics; and ONE (1) community project which addresses the needs of children in rural areas.
- The **AAP Council on Early Childhood (COEC)** will sponsor TWO (2) projects that lift up infants, young children, and their families in programs, practice and policy. Funds are available for a resident to work with a local early care and education program to address health-related topics including but not limited to: vaccine hesitancy, preventive health services, safety and injury prevention, infant mental health, relational health, toxic stress and resilience, oral health, health literacy, and emergency preparedness. These efforts should serve a dual purpose: to increase knowledge around the health issue selected and increase collaboration between early care and education and the health care facility or system in which the resident is practicing.
- The **AAP Council on Environmental Health and Climate Change (COEHCC)** works to promote healthy environments and reduce harmful environmental exposures for children wherever they live, learn, and play. The COEHCC seeks to empower and enable pediatric trainees to serve as strong advocates for children's environmental health and climate action in their communities. Proposals will be welcome from across the spectrum of pediatric environmental health issues and are encouraged to include environmental justice and health equity considerations. Topics may include, but are not limited to climate change, air and water pollution, lead poisoning, and other toxic exposures.
- The **AAP Council on School Health (COSH)** will sponsor ONE (1) project that works with schools to promote in-person school instruction, interventions to reduce absenteeism, mental health screening and treatment, and/or whole child priorities. Submissions addressing relevant areas such as school climate improvement, early literacy, vision and hearing, pregnancy prevention, asthma, physical activity, ADHD, school breakfast, and violence prevention or the promotion of health and learning for students with unique needs or of unique populations are invited.
- The **AAP Council on Sports Medicine and Fitness (COSMF)** supports and encourages optimal and safe physical activity in the pediatric population and works to ensure that pediatric providers are prepared to provide the highest level of sports medicine guidance and care for their patients. The COSMF will sponsor ONE (1) project that addresses mental health in athletes, physical activity promotion, sports injury prevention, concussion management or the preparticipation physical evaluation, with a focus on underserved communities or populations experiencing health disparities.
- The **AAP Section on Administration and Practice Management (SOAPM)** works to promote the best and most effective economic and operational health of Academy members' practices in their effort to provide optimal health care for all children. The SOAPM will sponsor ONE (1) project that includes a practice management lens to address health disparities or access to health care services in collaboration with community partners. Topics include but are

not limited to improving office workflows to improve quality of care; improving workflows for referrals and connections to community-based organizations; collaborative implementation of Bright Futures recommendations; and improving health care delivery approaches to increase access to children and families experiencing health disparities.

- The **AAP [Section on Developmental and Behavioral Pediatrics \(SODBP\)](#)** will sponsor ONE (1) project that enhances the capacity of primary care providers and developmental-behavioral pediatricians to address issues related to developmental-behavioral pediatrics. Submissions addressing relevant areas including but not limited to behavioral and emotional health, screening and surveillance, learning disabilities, ADHD, developmental disabilities, including Intellectual Disability and Autism Spectrum Disorder, parenting, workforce capacity, and equity, diversity, and inclusion are invited. SODBP membership is required to apply for the SODBP-sponsored grant.
- The **AAP [Section on Emergency Medicine \(SOEM\)](#)** aims to optimize emergency care for children through advocacy, research, education, quality, and service. Emergency care occurs in the pre-hospital context and the emergency department, with successful discharge out of hospital in the best achievable state of health. The SOEM will sponsor ONE (1) resident project that directly addresses optimizing emergency care for acutely ill and/or injured children. SOEM membership is required to apply for this SOEM sponsored grant. To check your member status, call the AAP Member and Customer Care team at 866-843-2271.
- The **AAP [Section on Obesity \(SOOb\)](#)** aims to improve the health and well-being of children and families by reducing the prevalence of childhood obesity and promoting healthy active living. The SOOb will sponsor FIVE (5) projects that focus on addressing health disparities related to pediatric obesity prevention, assessment, management, or treatment. Priority will be given to projects that include a focus on health equity. This award includes three components: 1) the grant (funding) 2) travel support to attend the AAP National Conference to present a poster on the project (professional development) 3) mentorship with a SOOb COACH Member. Presentation of a poster, SOOb membership and connection with SOOb COACH Member will all be required activities for the SOOb-sponsored grants.
- The **AAP [Section on Hospital Medicine \(SOHM\)](#)** is dedicated to the health of children in the hospital setting through advocacy, education, and service. SOHM will sponsor ONE (1) resident project that will propose to show measurable improvements in the care of children in the inpatient setting.
- The **AAP [Section on Pediatric Trainees \(SOPT\)](#)** seeks to empower and enable pediatric trainees to serve as strong advocates for the health and well-being of all children and to serve as effective leaders in their communities. To align with its 2022-2023 advocacy campaign, Racing Against ACEs, SOPT will sponsor TWO (2) innovative resident projects that address adverse childhood events and/or support positive childhood experiences within their community.

## **GETTING STARTED WITH AN APPLICATION**

### **Assistance with Proposal Development**

- Applicants are strongly encouraged to contact their [CATCH District Resident Liaison\(s\)](#) or [Chapter CATCH Facilitator](#) to strengthen their proposal.  
**Note:** Applicants are awarded additional credit for receiving assistance from liaison(s) and staff.
- Canadian applicants are encouraged to seek technical assistance by contacting CATCH staff at [catch@aap.org](mailto:catch@aap.org).
- A [planning tool](#) is available as an option to aid in planning a CATCH project; if completed, an applicant should share the completed tool as part of a technical assistance request.
- Application and budget reviews also are available from CATCH staff at [catch@aap.org](mailto:catch@aap.org).
- A Resident project's target population may be part of the residency program's or institution's patient population; however, all applicants must include external community partners to be considered for funding. Developing strong

community partnerships is integral for all funded CATCH program grants. Review [Engaging with Community Partners](#).

- For descriptions of previously awarded CATCH grants visit our Community Pediatrics [Funded Projects List](#). Criteria may change from year to year, so please contact your CATCH District Resident Liaison(s), Chapter CATCH Facilitator, or CATCH staff before modeling your proposal on a past grant.
- Additional resources are available in the *Proposal Development Resources* section on the [CATCH Grant Opportunities webpage](#).

### Application Procedures

- Applications must be submitted [online](#).
- A fiscal agent should be identified during the application process. A [letter of intent](#) from the proposed fiscal agent must be provided as an attachment to the application. A fiscal agent is a proxy that manages fiscal matters on behalf of another party. Review this [document](#) for additional guidance.
- Citations/references are optional.
- Attachments to applications are optional, not scored, and may not be used to respond to application questions. You may include up to four pages of attachments; for example, citations/references, minutes, or agendas from community meetings; flyers; letters of support, especially from AAP state chapters and current or future community partners.

### Key Dates and Deadlines

**January 13, 2023**

You may request assistance with proposal development from either your [CATCH District Resident Liaison\(s\)](#), [Chapter CATCH Facilitator](#), or CATCH staff at [catch@aap.org](mailto:catch@aap.org) up until this date.

**January 23, 2023, 11:59 PM Central time**

Application deadline.

**By April 14, 2023**

Applicants receive email notice of funding decisions.

**By May 15, 2023**

Grantees submit signed award documents.

**June 1, 2023**

Projects begin and are 12-months in length.

### Budget Guidelines

Budget MUST:

1. Clearly support the grant activities in addition to goals and timeline outlined in your application.
2. Include a complete description of each activity and expense (and use category headers along with their activity descriptions, as described in Budget Guide below).
3. Include a formula for ALL line items.
4. List each activity on a separate line.

### Unallowable Expenses

- Supplemental funding to previously awarded grants or existing programs
- Any payment to a pediatric care provider\* or dentist
- Any clinical encounter i.e., any service that is deemed a billable encounter
- Professional development (conferences or educational/training activities)
- Educational materials for a pediatric care provider\* or medical student
- Speaker fees or speaker travel reimbursement
- Quality improvement projects that do not meet application and budget criteria
- Research projects, such as clinical trials
- Health fairs or one-time events
- Building or office construction, maintenance, or repairs
- Capital equipment (i.e., durable items lasting beyond the project timeline)
- Medical equipment, medical supplies, or pharmaceuticals (Exception: select supplies for oral health projects)
- Indirect costs or fiscal agent fees

\*Pediatric care provider includes a physician, nurse practitioner, or physician assistant

**Budget Guide for categories, expenses, and maximum allowance for each.** Applicants are encouraged to use the category headers that are bolded below along with their activity descriptions in the budget portion of the application. (Applicants should review the [CATCH Budget Guidance Supplement](#) for additional information.)

<b>Activity Description</b> <i>This list of activities is not comprehensive.</i>	<b>Description and Formula</b> <i>Include a description and formula for all expenses.</i>	<b>Maximum Allowance (USD)</b>
<b>Personnel</b> <ul style="list-style-type: none"> <li>Community asset mapping</li> <li>Design and production of needs assessment/evaluation survey</li> <li>Outreach</li> <li>Care coordination</li> <li>Translation of surveys and/or materials</li> <li>Data analysis</li> <li>Grant writing</li> <li>Project coordination/administration</li> </ul>	\$ per hour x number of hours <i>(Cannot include fringe benefits)</i>  Describe staff person, activities, and responsibilities.	<b>\$1,600</b>
<b>Meetings</b> <ul style="list-style-type: none"> <li>Focus groups</li> <li>Planning/collaboration</li> <li>Task force</li> <li>Advisory board meetings</li> </ul>	Meals, beverages, staff transportation, and meeting materials	<b>\$800</b>
<b>Participant (parents, caregivers, children) Expenses</b> <ul style="list-style-type: none"> <li>Childcare</li> <li>Transportation</li> <li>Incentives (gift cards, etc.)</li> </ul>	Specify	<b>\$1,000</b>
<b>Resources, Equipment, &amp; Educational Materials</b> <ul style="list-style-type: none"> <li>Support program activities</li> </ul>	Specify	<b>\$800</b>
<b>Promotion/Supplies</b> <ul style="list-style-type: none"> <li>Flyers, posters, mailings, media</li> <li>Printing</li> <li>Telephone/office supplies</li> </ul>	Specify	<b>\$700</b>
<b>Technology Development</b> <ul style="list-style-type: none"> <li>Web site</li> <li>Mobile application</li> </ul>	Specify	<b>\$700</b>
<b>Other expenses</b> <ul style="list-style-type: none"> <li>Activities that are not listed above</li> </ul>	Describe activity.	<b>TBD based on need</b>
<b>TOTAL MAXIMUM ALLOWANCE \$2,000</b>		
<b>If your budget includes personnel, please justify by relating each staff position to a specific outcome.</b>		

**Sample CATCH Resident Grant Budget**

<b>Activity Description</b>	<b>Description and Formula</b>	<b>\$ Amount (USD)</b>
<b>Personnel</b> Project assistant	Data entry, transcription 50 hrs @\$12/hr	600
<b>Meetings</b> Advisory group meetings: 1) to discuss health problems, barriers, interventions, adolescent use of medical services; 2) present findings and elicit feedback	Meals, beverages, meeting materials 2 meetings @\$200/meeting	400
Focus group meetings to review survey	Snacks, beverages, meeting materials \$100 per meeting x 4	400

results and intervention ideas	meetings	
<b>Participant Expenses</b> Incentives for survey and focus group participation	\$5 gift cards x 50 surveys = \$250; \$10 gift cards x 4 groups @5 participants per group = \$200	450
<b>Promotion/Supplies</b> Consumable office supplies for survey and presentation materials	Paper and printing costs \$100; pens \$10; binders \$30; name tags \$10	150
<b>TOTAL</b>		<b>2000</b>
<b>TOTAL MAXIMUM ALLOWANCE \$2,000</b>		

## **IMPORTANT DETAILS FOR FUNDED PROJECTS**

### **Fiscal Agent**

A fiscal agent should be identified during the application process. A [letter of intent](#) from the proposed fiscal agent must be provided as an attachment to the application. Grantees must appoint a tax-exempt fiscal agent once they receive their award notification. A fiscal agent is a proxy that manages fiscal matters on behalf of another party. This is a requirement for the grantee to avoid personal tax liability per federal tax law. Some examples include a community-based organization, university, health department, or state AAP chapter. *The institution or organization that acts as fiscal agent cannot be the grantee or co-grantee.* This [guidance](#) outlines the grantee’s and fiscal agent’s role for financial matters.

### **Reporting Procedures**

Grant funds will be disbursed in one installment at the start of the project. A final report including financial reporting will be due within 60 days after the 12-month completion date, or extended completion date. One 6-month extension is allowed, pending approval.

### **Publicity**

The AAP may include information about your project in its program evaluations, publications, and promotional and technical assistance materials. In addition, descriptions of CATCH grant-funded projects are posted on the AAP Community Pediatrics [Funded Projects List](#).

## **ACKNOWLEDGMENTS**

The CATCH Program is made possible through the support of Roots & Wings Foundation; donations through the AAP Friends of Children Fund; and with additional support from various AAP Sections, Councils, and initiatives.

*On behalf of the children, the CATCH Program thanks its financial supporters, community partners, District and Chapter CATCH Facilitators, National and District CATCH Resident Liaisons, AAP chapters, AAP staff, the AAP membership, and most importantly its pediatrician CATCHers.*

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