Developing a Successful JEMF Application

Guidance from the JEMF Advisory Group
Conflict of Interest Disclosures

- Beverly Yashar: nothing to disclose
- Sarah Kalia: nothing to disclose
JEMF Mission

• Provide support for scholarly endeavors

• Enable individual professional development

• Drive innovation in the field of genetic counseling
JEMF Strategic Objectives

I. Fund high quality and impactful research projects

I. Stimulate innovation in genetic counseling practice, delivery and training, and expand our understanding of users of genetic counseling services

I. Foster and support new paths in professional growth of genetic counselors in research
Who is the JEMF Advisory Group (AG)?

• Full members of NSGC, board-certified, research experience and/or experience with grant submission and review

• 5-year term

• Roles:
  • Review full member grant proposals and student research proposals annually
  • Select full member fellowship and student research award recipient(s)
  • Monitor quarterly the progress, budget, timeline and outcomes of each funded full member project until it is complete
  • Manage and distribute the funds of JEMF
  • **Promote mentoring of potential JEMF applicants** and current awardees
JEMF Annual Awards

• Full Member Award – deadline early May
  • Research, scholarly endeavors and professional development
  • Up to $90,000 over two years **NEW!**

• Student Research Awards – deadline in June
  • Up to $500 to support thesis projects
  • 5 awardees

• Student Manuscript Award – deadline in June
  • $500
  • Eligibility: previously applied for Student Research Award
JEMF Awardee Testimonial

Casey Reiser, MS, CGC
2010 JEMF Awardee

"Development of Educational Resources for Genetic Counseling Students, Practicing Genetic Counselors and Students in Other Health Professionals Using Digital Recordings of Genetic Counseling Sessions by Master Genetic Counselors"
The purpose of the JEMF is to encourage and fund initiatives by board-certified genetic counselors within North America who are members in good standing of the National Society of Genetic Counselors (NSGC) to pursue projects that:

1. Develop innovative approaches and/or service delivery models for genetic counseling practice
2. Improve access to genetic counseling among underserved populations
3. Promote growth and competence in students and practicing genetic counselors
4. Build a more diverse and inclusive workforce, and/or
5. Address an unmet need of a specific client population or populations

The JEMF Advisory Group (AG) is willing to consider a broad range of proposals and you are encouraged to contact the committee chair to discuss your proposal in advance of submission. Funded projects will have the prospect of significant impact on the growth of the individual researcher or researchers and also beyond the personal interests or work setting of the applicant.
JEMF Full Member Award

- **Proposal**
  - 15 pages **double spaced**, laid out as detailed in the “Proposal Guidelines”
- **Appendix A-Bibliography**
- **Appendix B-Budget**
  - The maximum budget for any JEMF award is $90,000 (in U.S. dollars)
  - Indirect costs, if required by the host institution, are not to exceed ten percent (10%) of total direct costs.
  - Use the [JEMF budget template](#) and include a **budget justification** (as per the “Budget guidelines”).
- **Appendix C**
  - Biosketches for P.I. and professional staff. Use the [JEMF biosketch form](#), limited to 4 pages per individual. [Sample biosketch form](#).
- **Appendix D**
  - Brief description of other current and pending funding.
- **Appendix E**
  - Letters of support
- **Appendix F**
  - If the proposal involves the participation of human subjects, this section MUST include either a draft of the consent form or the [IRB-approved](#) study consent forms; or (if applicable) institutional review board approval for the use of human subjects. Other relevant material including items such as a course curriculum for a continuing education program, sample questionnaires, surveys, interview guides, or other instruments may also be included in this appendix.
Proposal Components & Guidelines

1. **Goal and Specific Aims.** NEW! Describe the purpose of your proposed project and a high level overview of your goals and research plan. Include objectives or specific aims stated in measurable outcomes. Hypothesis driven? Define for each aim.

2. **Background, Rationale and Need for the Proposed Project.**
   Significance of project for GC profession, and the delivery of healthcare. If part of larger initiative, define programmatic relationships.

3. **Project Impact.** Discuss short & long term impact to GC field and JEMF objectives.

4. **Methods.** NEW!
   - How project design and procedures accomplish your specific objectives. Distinguish between the general project design and the specific methods used to meet each specific objective.
   - Population, sampling, recruitment
   - Instruments: Define variables and sample questionnaires or how questionnaires will be constructed, including plans for pretesting.
   - Data: How you will analyze, interpret, and present those data.
   - Discuss potential difficulties and limitations of the proposed procedures.
   - Explain how you will disseminate the results of your project

5. **Timeline.** Indicate when you expect to accomplish each step of the project.

6. **Physical setting and resources.**
   Describe the setting, facilities and resources required for the project. Distinguish between needs that can be met in the work environment and those that require funding.

7. **Qualifications of applicant(s).**
   Why are you especially qualified to conduct the proposed project? NEW! Consult with an application Advisor
   Identify other personnel required for the project, describe their qualifications and responsibilities. NEW! All projects: mentor or mentorship team to guide the professional development and training of the applicant to complete the proposed project.
   If appropriate, establish an expert advisory committee or similar resource for ongoing advice and counsel and include their qualification and roles.

8. **Proposed Individual Development Plan and Mentorship Plan** NEW!
   Outline up to 3 professional development goals & planned activities to build the necessary skills to successfully complete the project.
   Up to 10% of your budget may be allocated to specific professional development activities
Funding Priorities for Full Member Award

• Develop innovative approaches and/or service delivery models for genetic counseling practice
• Improve access to genetic counseling among underserved populations
• Promote growth and competence in students and practicing genetic counselors
• Build a more diverse and inclusive workforce
• Address an unmet need of a specific client population(s)

... other innovative ideas also encouraged!
JEMF Mentorship

• Mentorship increases likelihood of success at any level

• All applicants should identify an Application Advisor to assist with application, AND Project Mentor(s) for the study period NEW!
  • In some cases, the same person may fill both roles
JEMF Mentors

• Application Advisor
  • Works with an applicant during the current or upcoming application cycle

• Project Mentors
  • Content experts who provide mentorship during the project for a funded application
Application Advisor

• Past JEMF Advisory Group members and/or past full member awardees
• JEMF Advisory Group can help make these connections, or applicant can identify an Application Advisor (see JEMF website)
• Provides personalized mentorship for a JEMF applicant on study design and grant development
• Helps tailor research question, scope, and specific aims to fit JEMF budget and two-year project period
• Provides guidance on developing IDP/Training Plan
• May provide tips specific to JEMF grants. Advisors who are previous awardees may share feedback they received from Advisory Group
• If application is not funded in current cycle, Application Advisor can review AG feedback and help you plan a reapplication
Project Mentors

• **Principal investigators who identify mentors for the project are more likely to achieve the project’s aims**

• All applicants should identify Project Mentors in their professional network. Expertise of Project Mentors should supplement the expertise of the PI and co-Is.

• Mentorship needs vary depending on the project and expertise of the PI
  • e.g. methodology used in the project (qualitative, quantitative/statistics), database expertise, experience with a patient population

• Project Mentors, and their roles on your project, should be specified in your JEMF grant application
Preparing for Mentorship

• Review JEMF application and instructions. Note sections where you need more guidance. Plan to discuss with your Application Advisor.

• Ask yourself – What are my project goals? How can a Project Mentor assist me in meeting these goals?

• Consider your community of mentors (academic, career, educators, peers) who you turn to regularly for career advice and support
  • How can your Application Advisor and Project Mentor(s) complement your mentor network?
  • In what areas might you need additional guidance?
Suggested Timeline for Application

• **3-6 months before deadline**: Start planning grant

• **November**: Contact Advisory Group with preliminary ideas and potential Application Advisor

• **December**: Get familiar with JEMF application
  - Confirm Application Advisor. Discuss research ideas, professional development goals, potential Project Mentors

• **January**: Start application. Confirm Project Mentors and roles

• **January-April**: Write grant. Consult with Application Advisor ~monthly and Project Mentors as needed

• **May 1**: Submit!
JEMF Awardee Testimonial

Julia Wynn, MS, CGC
2016 JEMF Awardee
"Examining the Effects of Whole Exome Sequencing (WES) and Utility of Educational Videos to Augment WES Patient Education"
We want You!
Questions?

• JEMF website: https://www.nsgc.org/jemf

• JEMF mission and objectives

• Links to JEMF full member award application, student award applications (fillable online)

• Instructions for completing application

• JEMF Past Awardees and Past Advisory Group members
  → Potential Application Advisors
2019 JEMF Advisory Group

Beverly Yashar, PhD, MS, CGC
Chair

Erin Linnenbringer, PhD, MS, CGC
Finance Chair

Lauren Morgenroth, MS, CGC

Flavia Facio, MS, CGC

Gillian Hooker, PhD, MS, CGC
Secretary

John Quillin, PhD, MPH, MS, CGC
Information Officer

Sarah Kalia, ScM, CGC
Incoming Chair

Susan Estabrooks Hahn, MS, CGC
Contact us

- Questions / Preliminary research ideas / Brainstorming
- Help identifying an Application Advisor

- JEMF Advisory Group: jemf@nsgc.org

- Bev Yashar, 2019 Chair: yashar@umich.edu
- Sarah Kalia, 2020 Chair: sarah.kalia@gmail.com

- Erika Bruning, NSGC Staff Liaison: ebruning@nsgc.org