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# **PUBLIC**<br/>HEALTHSERVICES & SYSTEMS RESEARCH<br/>PRACTICE-BASED RESEARCH NETWORKS

### Quick Links

- Research
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### Frontiers in PHSSR:

Commentary: Moving

Beyond the Numbers, Effectively Using Research to Influence Policy

Evidence Use in New York City Public Health Policymaking

Efficiency in Public Health Service Delivery: An Analysis of Clinical Health Services Provided by Local Health Departments in Florida

Online Social Networks to the Rescue: Fulfilling the Ten Essential Public Health PHSSR & PBRN Review-Volume 3, Issue 1

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### Research

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### Next-Generation Scholars Test Innovations for Improving Public Health Delivery

Four early-career scholars from across the U.S. will receive two years of funding and scientific mentorship designed to speed the discovery of strategies for improving the nation's public health system. Along the way, the scholars are expected to become the next generation of national leaders in the field of public health services and systems research (PHSSR).

The two-year awards from the National Coordinating Center for Public Health Services and Systems

Research, housed at the University of Kentucky College of Public Health and funded by the Robert Wood Johnson Foundation, provide \$100,000 in funding for each scholar along with targeted scientific mentoring, career development and technical assistance. Each scholar is based at a sponsoring academic institution that contributes the time of a senior scientific mentor and provides matching financial resources sufficient to protect at least 50% of the scholar's time for implementing their plan of research.

The scholars' studies investigate innovative public health programs and practices that have the potential to improve health status on a population-wide basis but that currently lack sufficient evidence about their effectiveness and value. These strategies include:

#### Services

Evaluating Quality Improvement to Improve HIV Reporting



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#### **RE-ACT Podcasts:**

Dr. Angela Dearinger from the Kentucky Public Health PBRN on Quality Improvement

Dr. Justeen Hyde from the Massachusetts Public Health PBRN on Cross-Jurisdictional Sharing

Dr. Glen Mays from the National Coordinating Center on the Impact the Public Health PBRNs



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### **Recent PubMed Results:**

Predictors of Capacity in Public Health, Environmental, and Agricultural Laboratories.

Federally Facilitated Insurance Exchanges Under the Affordable Care Act: Implications for Public Health Policy and Practice.

- using informatics tools within a statewide health information exchange (HIE) to improve the control of vaccine-preventable diseases;
- enhancing access to publicly available data resources for targeting and tailoring public health programs, with a focus on childhood obesity prevention;
- using decentralized local funding and decisionmaking mechanisms to improve the statewide implementation of a federally-funded nutrition and obesity prevention program; and
- using a comparative "positive deviance" approach to performance measurement to identify highly effective local strategies for maternal-child health promotion.

The Mentored Research Scientist Development Awards are designed to provide early career investigators with opportunities to improve their research skills as they become independent PHSSR researchers and compete for future funding opportunities, while building the evidence base of public health practice and policy.

The projects, scholars and mentors are:

### Improving Vaccine-Preventable Disease Reporting and Surveillance through Health Information Exchange

(Indiana University) Principal Investigator: Brian E. Dixon, Ph.D., M.P.A. Mentor: Shaun J. Grannis, M.D., M.S.

Dr. Dixon's research will implement and evaluate a new electronic tool designed to improve clinical provider reporting rates for vaccine-preventable disease outbreaks in Indiana, and to support more efficient provider reporting to public health agencies. The tool takes advantage of Indiana's statewide health information exchange (HIE) that enables datasharing between clinical and public health organizations, and replaces existing inefficient reporting procedures.

### Building a Sustainable Open Data Ecosystem for Public Health Services and Systems Research (University at Albany – State University of New York)

Principal Investigator: Erika Martin, Ph.D., M.P.H. Mentor: Guthrie Birkhead, M.D., M.P.H.

Dr. Martin's study will examine the utility of making existing, publicly-available health data more accessible to state and local public health professionals for use in targeting and tailoring their programs and policies. She will evaluate 200 federal, state, and local health datasets, interview New York State (NYS) health department and other state agency staff, and complete a NYS pilot study using measures of child obesity and built environment from publicly-available datasets.

Evaluating the Impact of the Nutrition Education and Obesity Prevention Program Reorganization A Public Health Framework for Developing Local Preventive Services Guidelines.

Addressing Health and Health-Care Disparities: The Role of a Diverse Workforce and the Social Determinants

#### of Health.

Workforce Diversity and Community-Responsive Health-Care Institutions.

A Public Health Economic Assessment of Hospitals' Cost to Screen Newborns for Critical Congenital Heart Disease.

Law and the Public's Health.

Using Social Determinants of Health to Link Health Workforce Diversity, Care Quality and Access, and Health Disparities to Achieve Health Equity in Nursing.



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### WEBINARS

NACCHO Model Practice Lunch and Learn Webinars

Twice a month, on Wednesdays, selected model practice winners will provide a 20-minute presentation followed by Q&A and discussion.

HIPAA and Public Health: An Update from the HHS Office of Civil Rights Webinar

### on California's Public Health System (University of California-Davis Health System) Principal Investigator: Helen W. Wu, Ph.D., M.S. Mentor: Kenneth W. Kizer, M.D., M.P.H.

Dr. Wu's research will examine the implementation and impact of recent policy changes within California's federally-funded Nutrition Education and Obesity Prevention (NEOP) program that decentralized key funding and administrative mechanisms from the state to the local government

level. The changes give local health departments greater decision-making authority and discretion over how program funds are used within local communities, along with an enhanced ability to support obesity prevention activities beyond nutrition education to include policy, environmental and systems change strategies. Through a systematic literature review on decentralized public programs, local health department interviews, and information collected by the state, Dr. Wu will describe local health departments' NEOP program implementation including the resources used, and their selection of policy, environmental and systems change interventions. By assessing the benefits and challenges of centralized vs. decentralized program administration, she will develop recommendations for maximizing the effectiveness of the statewide obesity prevention program.

Learning from Outlier Local Health Departments to Improve Maternal and Child Health Services (University of the Sciences in Philadelphia) Principal Investigator: Tamar A. Klaiman, Ph.D., M.P.H.

Mentor: Betty Bekemeier, Ph.D., M.P.H. (University of Washington)

Dr. Klaiman's research seeks to identify local health department practices for delivering maternal and child health (MCH) services that generate superior health outcomes. Using the Public Health Activities and Services Tracking (PHAST) database, a multi-state resource developed in collaboration with Public Health Practice-Based Research Networks (PBRNs), she will conduct a "positive deviance" statistical analysis of local data from four states to identify local health departments that achieve better-than-expected MCH outcomes. Interviews with local health department staff in each state will be used in combination with PHAST quantitative data to uncover the strategies that high-performing agencies use to achieve superior outcomes.

Collectively, the findings from these studies will generate new evidence about the effectiveness of innovations in policy and practice that are currently underway within real-world public health settings.

With this evidence, the most-effective strategies can be scaled up and spread across the U.S. public health system to improve population health, while lesseffective strategies can be retooled or replaced quickly. Coordinating Center staff will assist researchers with development of plans for February 3, 2014, 1pm, ET

### MEETINGS

National Health Policy Conference February 3-4, 2014 Washington, DC

Teaching Prevention 2014 March 20-21, 2014 Washington, DC

National Tribal Public Health Summit March 31-April 2 Billings, MT

The Preparedness Summit April 1-4, 2014 Atlanta, GA

### 2014 Public Health Keeneland Conference April 7-10, 2014 Lexington, KY

Public Health Informatics Conference April 29-May 1, 2014 Atlanta, GA

National Network of Public Health Institutes (NNPHI)

Annual Meeting May 19-21, 2014 New Orleans, LA



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TrainingFinder Real-Time Affiliated Integrated Network (TRAIN) Courses Available

TRAIN provides its 760,000 registered learners with access to 29,000 courses coming from more than 4,000 providers. The dissemination and implementation of the findings within the practice and policy communities.

"These projects illustrate the broad array of research questions that PHSSR must address to improve public health practice and policy," observed F. Douglas Scutchfield, M.D., the founding director of the Coordinating Center. The center's current director and principal investigator, Glen P. Mays, Ph.D., added that "this next generation of emerging scientific leaders is poised to transform the public health enterprise into a true learning system, generating evidence from innovations and then rapidly feeding it back into the system to improve population health."

### Recently Released Issue Briefs Focus on the Use of Administrative Evidence-Based Best Practices

The Prevention Research Center in St. Louis has developed a new set of issue briefs aimed at the use of administrative evidence-based practices (A-EBPs) for public health practitioners. Developed as part of the Local Evidence for Affecting Decisions about Public Health (LEAD-Public Health) Project, these briefs include tips about training and evidence-based resources that can help practitioners incorporate A-EBPs into daily use.

Each brief includes tips that can be implemented on a short-term timeline (1 year). The series of briefs reflect areas of A-EBPs that have been proven to maximize health department performance:

- Overview
- Workforce Development
- Leadership
- Organizational Culture
- Relationships and Partnerships
- Financial Practices
- LEAD Resources/Toolkit

More information about LEAD and the Prevention Research Center is available on their website.

### PHSSR Grantee's Research Featured in Quantitative Applications in Social Sciences Series

### An Introduction to Exponential Random Graph

Modeling is a part of SAGE's Quantitative Applications in the Social Sciences (QASS) series, which has helped countless students, instructors, and researchers learn cutting-edge quantitative techniques.

Written by Dr. Jenine Harris, this volume introduces the basic concepts of Exponential Random Graph Modeling (ERGM), gives examples of why it is used, and shows the reader how to conduct basic ERGM analyses in their own research. ERGM is a statistical approach to modeling social network structure that goes beyond the descriptive methods conventionally used in social network analysis. Although it was database can be used to learn about the current public health workforce skills/competence and the way the workforce is trained as measured by the topics and subjects of the courses public health professionals have taken. Visit the website to learn more about utilizing TRAIN data in your research.

Process Improvement for Busy New Jersey Public Health Professionals

The Office of Local Public Health (OLPH) has announced a *free, credited,* online training course in quality

improvement (QI), specifically supporting the public health community: "Process Improvement for Busy Public Health Professionals" via the New Jersey Learning Management Network (NJLMN).

### Illinois Health Care Workforce Report & Recommendations *Released 01.07.14*

In its report, the workgroup offers 23 recommendations, which address areas such as scopes of practice for health care providers; expanding opportunities for health professionals to provide care across state lines; streamlining the licensing/credentialing process for Veterans; developing course curricula that can bridge the gap between military training and requirements to practice in Illinois; establishing the definition and utilization of community health workers; increasing funding for medical school scholarships and loan repayment: and standardizing and expanding health care curricula development, training recruitment and

developed to nandle the innerent non-independence of network data, the results of ERGM are interpreted in similar ways to logistic regression, making this a very useful method for examining social systems. Recent advances in statistical software have helped make ERGM accessible to social scientists, but a concise guide to using ERGM has been lacking. This book fills that gap, by using examples from public health, and walking the reader through the process of ERGM model-building using R statistical software and the statnet package.

Click here for more information and to purchase a copy of the publication. Learn more about the QASS series at sagepub.com/qass.

### News

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### Dr. E Richard Brown Keeneland Conference Scholarship Call for Applications Released

In recognition of the many lasting contributions of Dr. E. Richard "Rick" Brown, distinguished leader, scholar and teacher in public health and the founding director of the UCLA Center for Health Policy Research, the National Coordinating Center for Public Health Services and Systems Research (PHSSR) has established three annual Keeneland Conference scholarships.

Applications are now being accepted for the scholarships, which will be awarded to doctoral students or post-doctoral scholars in a discipline relevant to PHSSR, who are from historically underrepresented research communities.

Recipients of the 2014 Dr. E. Richard "Rick" Brown Keeneland Conference Scholarships will be expected to attend the entire 2014 Keeneland Conference, April 7-10 in Lexington, Ky., and participate with junior researchers in networking events. Click here for more information on how to submit an application.

# Public Health Accreditation Board releases updated standards

2013 was a busy year for the Public Health Accreditation Board. In December, the national safeguard for quality assurance within U.S. health departments reached another important benchmark — creating updated "Standards and Measures" to address today's public health reality.

The update, which becomes effective on July 1, is the first since the board was founded in 2011 and better clarifies how health departments can gain accreditation. Though not a complete overhaul of the original standards, the revision includes important changes in:

... . . . . .

retention.

### New and Future Directions in Implementation Science

This seminar offers learnings from Drs. Russ Glasgow and Borsika Rabin's strategic planning meetings with NIH and PCORI, and insights on how to significantly increase the competitiveness and scores of applications to pragmatic research groups such as NIH Dissemination and Implementation, PCORI, and other new pragmatic research RFAs. Click here to view the slides and video.

Performance-Based Incentives for Public Health Supply Chains-A Training Toolkit

A Health and Environment Enhanced Land Use Planning Tool

New Public Health Accreditation Board Research Agenda & Logic Model

Navigating the Translation and Dissemination of Public Health Services and Systems Research Findings



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**New Listings** 

- editorial guidelines;
- communication science; • •
  - informatics;
- workforce development; •
- emergency preparedness; and •
- health equity. •

"The Standards and Measures, Version 1.5 document provides assistance to health departments as they work to select the best evidence to serve as documentation ... PHAB strongly recommends that the health department pay close attention to this document when selecting their most appropriate documentation to meet a measure," PHAB states in the report.

In 2013 the Board awarded its first-ever accreditations in March, with five more following in August.

### **Thirteen Agencies Achieve Project Public Health Ready Recognition**

NACCHO's Project Public Health Ready (PPHR) recently recognized four agencies from Tennessee and nine agencies from Florida for their ability to plan for, respond to, and recover from public health emergencies. NACCHO extends congratulations to the following agencies for their PPHR recognition:

- Jackson-Madison County Regional Health Department, TN
- Sullivan County Regional Health Department, TN
- East Tennessee Regional Health Office, TN
- Upper Cumberland Regional Health Office, TN
- Florida Department of Health in Brevard County, FL
- Florida Department of Health in Columbia County, FL
- Florida Department of Health in Hamilton County, FL
- Florida Department of Health in Monroe County, FL
- Florida Department of Health in Okeechobee County, FL
- Florida Department of Health in Osceola County, FL
- Florida Department of Health in Suwannee County, FL

More information for getting started with PPHR is available on the PPHR website and in the PPHR process guide. Agencies that are interested in pursuing PPHR recognition should visit the statesupported model page on the PPHR website to see if their state already participates. Agencies with an identified state lead should reach out them to see how they can become involved. Those without a state lead should email pphr@naccho.org to learn more about setting up PPHR in their state.

# **Dissemination**

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American Public Health Association 2014 Call for Abstracts Open Deadline: February 10-14, 2014

Join APHA for a career-transforming and personally



AcademyHealth 2014 Annual Research Meeting Student Scholarships Deadline: February 14, 2014

Applications are now open for students conducting PHSR to attend AcademyHealth's Annual Research Meeting and the PHSR Interest Group Meeting in June. Ten spots are available for outstanding students that demonstrate potential to contribute to the field. The scholars will receive complimentary registration for both meetings, a travel stipend, and a poster presentation opportunity. Find more details about the scholarship here



### FDA Tobacco Regulatory Science Fellowship

Launched in 2012, this regulatory science fellowship is a collaborative program between the FDA Center for Tobacco Products (CTP) and the Institute of Medicine (IOM). It is designed for mid-career professionals to gain experience and expertise to further define and develop the field of regulatory science as it relates to the regulation of tobacco products and FDA's new authorities under the Family Smoking Prevention and Tobacco Control Act.

The fellowship is a 12month, multidisciplinary residential program at CTP in Maryland. Fellows will be placed in one of six offices within the CTP: Compliance and Enforcement; Health rewarding experience in New Orleans by submitting an abstract. Deadlines range from Feb. 10-14 depending on topic area. Abstracts are welcome related to all areas of public health, including those that coincide with the 2014 theme "Healthography: How Where You Live Affects Your Health and Wellbeing." You do not need to be a member of APHA to submit an abstract. However, if your abstract is accepted for presentation, the presenting author MUST become an individual member of APHA and register for the Annual Meeting.

### AcademyHealth

2014 Annual Research Meeting Public Health Systems Research Special Interest Group Call for Abstracts Open Deadline: February 14, 2014

The PHSR IG Meeting offers researchers the opportunity to disseminate their findings and provides policymakers and practitioners with information to make sound decisions to improve public health systems and practice. Individual abstracts that are not selected for podium presentation may be invited to participate in the PHSR IG poster program. Click here for more information on the submission process.

### AcademyHealth

Article of the Year Nominations **Deadline: February 14, 2014** 

AcademyHealth is seeking nominations for the PHSR Article of the Year Award in recognition of the best scientific work that the field of public health systems

research produced and published in 2013. Special consideration will be given to articles that produce new insights and have the potential to change current thinking.

Please note that nominators must be members of AcademyHealth, although nominees need not be. Self-nominations are accepted.

Complete nominations must be received at AcademyHealth by February 14, 2014. To nominate, just email the citation to PHSR@AcademyHealth.org. For more information, please visit our website. Questions should be directed to Kate.Papa@AcademyHealth.org or (202) 292-6763.

AcademyHealth 2014 Electronic Data Methods Forum Stakeholder Symposium Call for Abstracts Open Deadline: February 14, 2014

The Electronic Data Methods (EDM) Forum is pleased to announce a Call for Abstracts for the 4th Annual EDM Forum Symposium in San Diego on Saturday, June 7, 2014 (in advance of AcademyHealth's Annual Research Meeting). Communication and Education; Management; Policy; Regulations; or Science.

Fellows are expected to complete the full 12-month residential fellowship. Each fellow will be awarded up to \$95,000 based on salary history. Fellows may choose to enroll in a health insurance plan through the IOM or get reimbursed for a COBRA plan. Fellows with a sponsoring institution may be compensated for fringe benefits. In addition, each

fellow may be eligible to receive a relocation fund (not to exceed \$10,000).

Click here for more information.



### Assistant Professor Community Health Track Touro University California

The successful applicant will primarily be responsible for teaching core and track courses in the Community Health Track to MPH students in the Public Health Program. In addition, the successful applicant will be expected to be actively involved in extramurally funded, multidisciplinary community-based research; evaluate the academic progress of public health students on campus and, where appropriate, in practice sites; participate in community partnerships at the local, regional and national level; perform other teaching, counseling and university services as required of TU California faculty; maintain currency in community-based approaches to public health and other areas where teaching and research occur; maintain accurate

Researchers, quality improvement specialists, practitioners, policymakers, patient and consumer groups, and health IT professionals are invited to submit abstracts on current research methods, informatics, and governance approaches to using electronic health data for effectiveness and outcomes research, population health, quality improvement, and health care operations.

Participate in the symposium to join a collaborative community of multi-disciplinary researchers working at the cutting edge of applied health science to improve patient outcomes!

For more information, please visit the EDM Forum website or contact edmforum@academyhealth.org.

# Funding

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### **New Listings**

### Robert Wood Johnson Foundation State Health Access Reform Evaluation (SHARE) Deadline: February 13, 2014, 3 pm, ET

State Health Access Reform Evaluation (SHARE) is a RWJF national program that supports rigorous research on issues surrounding state health reform. The SHARE program is managed by the State Health Access Data Assistance Center (SHADAC), an RWJF-funded research center in the Division of Health Policy and Management, School of Public Health, University of Minnesota. To learn more about the history of SHARE and about the impact and implications of SHARE-funded research to date, visit http://www.shadac.org/SHAREProgramOverview.

- Up to \$1.5 million will be available under this call for proposals.
- Project funding will range from \$50,000 to \$150,000.
- Project lengths will range from 12 to 18 months.
- Up to twelve studies will be funded.

Click here to apply online.

U.S. Department of Health and Human Services Office of the Assistant Secretary for Health FY14 Mobilization for Health: National Prevention Partnership Awards (NPPA) Program (OS-PAW-14-001)

### Deadline: March 3, 2014

The Mobilization for Health: National Prevention Partnership Awards (NPPA) Program is designed to promote and accelerate partnerships, catalyzing collaborations in improving health through access to, and use of, preventive services across the United States. The program is designed to establish integrated, collaborative local, state, regional, or tribal and complete student records and evaluate students in a timely fashion; participate in meetings as assigned; participate in student and faculty development activities. Candidates must adhere to policies and procedures of Touro University-California; and perform all responsibilities within the values and professional framework of the mission and vision of the Public Health Program. Click here for more information.



Associate or Full Professor Public Health Marketing, Media & Communications

The City University of New York School of Public Health (CUNY SPH) is seeking an Associate or Full Professor as Director of Public Health Marketing, Media and Communications. The CUNY SPH is a consortial school, accredited by the Council on Education for Public Health. It includes the public health programs at Brooklyn, Hunter and Lehman Colleges and the Graduate School and University Center. We offer a range of innovative bachelor's, masters and doctoral degree programs, with a focus on urban health.

Click here for more information.



Public Health Administrator City of Bloomington, MN

The City of Bloomington is

partnerships to increase community awareness and action on preventive health services, particularly those provided through Health Promotion Programs and Services. OASH leads and coordinates a broad array of activities directly supporting preventive health services. Specifically, OASH focuses on creating better systems of prevention, eliminating health disparities and achieving health equity, making Healthy People come alive for all Americans, and through Health Promotion Programs and Services. Information about specific national plans, action plan agendas, frameworks, and other OASH activities is available online.

### **National Science Foundation**

Building Community and Capacity for Data-Intensive Research in the Social, Behavioral, and Economic Sciences and in Education and Human Resources **Deadline: March 3, 2014** 

As part of NSF's Cyberinfrastructure Framework for 21st Century Science and Engineering (CIF21) activity, the Directorate for Social, Behavioral, and Economic Sciences (SBE) and the Directorate for Education and Human Resources (EHR) seek to enable research communities to develop visions, teams, and capabilities dedicated to creating new, large-scale, next-generation data resources and relevant analytic techniques to advance fundamental research for the SBE and EHR areas of research. Successful proposals will outline activities that will have significant impacts across multiple fields by enabling new types of data-intensive research. Investigators should think broadly and create a vision that extends intellectually across multiple disciplines and that includes--but is not necessarily limited to--the SBE or EHR areas of research.

U.S. Department of Health and Human Services Centers for Disease Control and Prevention Research on Integration of Injury Prevention in Health Systems (RFA-CE-14-004) Deadline: March 19, 2014

The purpose of this funding is to support research that informs the link between public health and clinical

medicine in injury prevention by: 1) developing the evidence base for clinical preventive services in the area of prescription drug overdose and 2) investigating models for partnership between hospitals and state/local health departments in designing community health needs assessments and improvement plans that incorporate injury prevention.

Robert Wood Johnson Foundation Public Health Law Research: Making the Case for Laws That Improve Health Deadline: April 15, 2014, 3 pm, ET

Public Health Law Research (PHLR) is a national program of the Robert Wood Johnson Foundation. The goal of this program is to build the evidence for

seeking an individual to supervise and administer public health programs to promote, protect and improve the health of our community. The ideal candidate will perform the following tasks:

- Translates vision, goals and community needs into policies, programs, strategies and systems.
- Ensures that programs and services are designed, implemented managed and measured for outcomes.
- Manages financial resources in a prudent and effective manner.
- Administers human resources to carry out programs and services.
- Builds and sustains internal and community partnerships to achieve short and long-term goals and outcomes.

Click here for more information.

and increase the use of effective regulatory, legal and policy solutions—whether statutes, regulations, case law or other policies—to protect and improve population health and the public health system. This program contributes to the Foundation's commitment to creating a culture of health in our country by providing the best possible evidence and examples of the impact of legal strategies on health.

- Awards up to 18 months and up to \$150,000 each will be funded through this round. Applicants may request up to \$200,000 with strong justification for additional study expenses.
- Up to \$1.25 million will be available under this Call for Proposals (CFP).
- Mapping studies—legal research that creates a multi-jurisdictional dataset of laws suitable for quantitative research--may also be funded in this category, but budgets for these mapping projects should not exceed \$50,000 or 12months duration.

Click here to apply online.

### **Previous Listings**

### National Institutes of Health Modeling Social Behavior (R01)

### Deadline: Standard deadlines

This Funding Opportunity Announcement (FOA) encourages applications for developing and testing innovative theories and computational, mathematical, or engineering approaches to deepen our understanding of complex social behavior. This research will examine phenomena at multiple scales to address the emergence of collective behaviors that arise from individual elements or parts of a system working together. Emergence can also describe the functioning of a system within the context of its environment. Often properties we associate with a system itself are in actuality properties of the relationships and interactions between a system and its environment. This FOA will support research that explores the often complex and dynamic relationships among the parts of a system and between the system and its environment in order to understand the system as a whole. To accomplish the goals of this initiative, we encourage applications that build transdisciplinary teams of scientists spanning a broad range of expertise. Minimally this team should include investigators with expertise in the behavioral or social sciences as well as in computational and systems modeling (computer science, mathematics, engineering, or other systems sciences). Applications should demonstrate bridge-building between disciplines, scales and levels.

### **Administration**

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### **Guidelines for Reporting Personnel Changes**

Please notify the Coordinating Center immediately if there are any changes in the following personnel on your grants:

- Principal Investigator/Project Director
- Co-Principal Investigator
- Financial Officer

Please note that some changes may require approval from the Coordinating Center or the Foundation.

For Public Health Services and Systems Grants, contact: PHSSR212@uky.edu and 859-218-2317

For Public Health PBRN Grants, contact: PublicHealthPBRN@uky.edu and 859-218-2089

Remember to Route All Questions on Grant Budgeting, Reporting, and Administration to the National Coordinating Center: The Center is your one-stop source for information and assistance on the administrative aspects of your grants, including budgeting, expenditures, subcontracts, and reporting. Please make sure that you send your network's questions to the center to ensure the fastest response. All requests for no-cost extensions, budget modifications, and other changes regarding your network's Robert Wood Johnson Foundation grants must be submitted to and reviewed by the center staff before they can be considered by the Foundation.

Contact Information for Public Health Services and Systems Grants: PHSSR212@uky.edu and 859-218-2317

Contact Information for Public Health PBRN Grants: PublicHealthPBRN@uky.edu and 859-218-2089

Remember to Route all Grant Reports and Products to Both the Coordinating Center and the Foundation: Your grant narrative and financial reports should be submitted electronically to the National Coordinating Center a minimum of three days prior to the RWJF due date. After program staff have had an opportunity to identify and help grantees resolve any potential reporting issues, the final reports should be submitted to both the Robert Wood Johnson Foundation and the center, following the Foundation's reporting guidelines. All products from your network should be submitted electronically as well, as soon as they are completed. Remember to follow these reporting guidelines:

RWJF guidelines for annual and final narrative reports & bibliography: http://www.rwjf.org/files/publications/RWJF\_GranteeReportingInstructions.pdf

RWJF guidelines for financial reports: http://www.rwjf.org/files/publications/RWJF\_FinancialGuidelinesReporting.pdf

RWJF guidelines for electronic submission of grant products and reports www.rwjf.org/files/publications/RWJF\_ElectronicSubmissions.pdf

**Grant Reporting Schedule** 

To better serve both grantees and the Robert Wood Johnson Foundation, the Coordinating Center now requests that all budgetary and narrative reports, along with related products, be submitted a minimum of three days before they are due to RW.IF. This new advance screening process will provide an

opportunity for program staff to work with grantees to resolve any potential issues before the reports are submitted to RWJF, thereby reducing the need to submit multiple reports to the Foundation.

Please contact us via email or phone with any questions or concerns about this new reporting step.

# **Submit Your Story**

Let us know if there are specific topics you would like us to address by writing to news@publichealthsystems.org.



Email Facebook PHSSR LinkedIn PBRN YouTube Frontiers Google Plus Website