



# American Headache Society & Pfizer Quality Improvement Competitive Grant Program: *Request for Proposals*

Competitive Grant Program – using Expert Review Panel



## Overview

This program seeks projects that will address quality gaps in headache medicine, with a goal of producing information or tools that can be widely used in the field and lead to measurable improvements in healthcare services for individuals with headache. Projects should also contribute to the core goal of the American Headache Society (AHS) – improving the lives of people impacted by migraine and other headache disorders.



## Geographic Scope/Location of Project

U.S./Canada



## Project Types and Area of Interest

Projects should focus on safety, clinical effectiveness, rapidity of diagnosis/proper treatment, efficiency, patient centered care, and/or equity. The program is not intended to support laboratory science or clinical trials.

Example topics include, but are not limited to:

- Diagnosis and management for under-represented populations
- Large-scale evaluation of “real world” patient experiences
- Delivery of headache care in the primary care settings
- Education regarding headache disorders in medical school and residency training



## Key Milestones

- Letter of Intent (LOI) submission deadline: **August 5, 2024**
- Submission deadline for invited full applications selected based on LOIs: **October 30, 2024**
- Anticipated decision notification date: **December 18, 2024**
- Anticipated project start date: **January 20, 2025**



## Funding Range and Project Length

Individual projects requesting up to **\$375,000 total over two (2) years** will be considered. Proposals with smaller budgets are also encouraged.

## I. Eligibility

### Geographic Scope/Location of Project:

- U.S./Canada

### Applicant Eligibility Criteria

- Must be a member of the American Headache Society
- The following may apply: medical, dental, nursing, allied health, and/or pharmacy professional schools; healthcare institutions (both large and small); government agencies; and other entities with a mission related to healthcare improvement.
- Only organizations are eligible to receive grants, not individuals or medical practice groups (i.e., an independent group of physicians not affiliated with a hospital, academic institution, or professional society).
- Collaborations within institutions (e.g., between departments and/or inter-professional), as well as between different institutions / organizations / associations, are encouraged. Please note all partners must have a relevant role and the requesting organization must have a key role in the project.
- The applicant must be the Project Lead/Principal Investigator (PI) or an authorized designee of such individual (e.g., Project Lead/PI's grant/research coordinator).
- The Project Lead/PI must be an employee or contractor of the requesting organization.
- Requesting organization must be legally able to receive award funding directly from Pfizer Inc.. We strongly recommend that applicants confirm this with their organization or institution prior to submitting an application. Grants awarded to organizations that are subsequently found to be unable to accept funding directly from Pfizer Inc. may be subject to rescission.
- For projects offering continuing education credit, the requesting organization must be accredited.

## II. Requirements

### Date RFP Issued

- May 24, 2024

### Clinical Area

- Headache medicine

### Specific Area of Interest for this RFP:

- It is our intent to support quality improvement projects that focus on improving the lives of people impacted by migraine and other headache disorders.
- Projects are expected to have measurable outcomes and lead to information or tools that can be shared and used widely.
- Multi-disciplinary collaborations are encouraged when appropriate, but all partners must have a relevant role.
- There is interest in receiving applications that include projects that utilize system-based changes. Although educational efforts for grantees and patients may be entirely appropriate components in responses to this RFP, projects that include an overt description of system changes will be given high priority.

*Projects evaluating the efficacy of therapeutic or diagnostic agents will not be considered.*

### Funding:

- Individual projects requesting **up to \$375,000 total over two (2) years** will be considered. Proposals with smaller budgets are also encouraged.
- The total project budget for this RFP is \$3,000,000 throughout three (3) years.

- Award amounts include direct costs, institutional overhead costs, and indirect costs (overhead and indirect costs capped at 28% of budget per Pfizer policy).
- The amount of the grant Pfizer will be prepared to fund for any project will depend upon the expert review panel's evaluation of the proposal and costs involved and will be stated clearly in the grant agreement.

### Key Dates:

- RFP Release Date: **May 24, 2024**
- LOI Due Date: **August 5, 2024**
  - Please note the deadline is 23:59 Eastern Standard Time (e.g., New York, GMT -5).
- Anticipated LOI Notification Date: **September 3, 2024**
- Full Proposal Due Date: **October 30, 2024**
  - Full proposals will only be accepted from invited applicants, based on assessment of LOI
  - Please note the deadline is 23:59 Eastern Standard Time (e.g., New York, GMT -5).
- Anticipated Full Proposal Notification Date: **December 18, 2024**
- Grants will be distributed following a fully executed agreement and submission of Final Protocol, documentation of IRB/IEC approval or exemption and regulatory approval (if applicable), exemption or waiver.

### How to Submit:

Note: Please read this section carefully since applications submitted not following these instructions will not be accepted and will be cancelled.

- Please go to [www.cybergrants.com/pfizer/loi](http://www.cybergrants.com/pfizer/loi) and sign in. First-time users should click "Create your password". *[Note: there are individual portals for each grant application type. Please be sure to use the URL above.]*
- Click the "Start a New LOI" button.
- In the application:
  - For the question "Competitive Grant?" select **Yes**
  - Select the following Competitive Grant Program Name: **2024 GMG US AHS Headache and Migraine Grant Program QI**
  - Select the following Primary Area of Interest: **Pain - Migraine - LOI**
- Requirements for submission:
 

Complete all required sections of the online application and upload your project proposal (see Appendix) in the Full Proposal Submission field.
- If you encounter any technical difficulties with the website, please click the "Technical Questions" link at the bottom of the page.

**IMPORTANT:** Be advised applications submitted after the due date will not be reviewed.

### Questions:

- If you have questions regarding this RFP, please direct them in writing to the Pfizer Grant Officer, Angelo Carter ([Angelo.Carter@pfizer.com](mailto:Angelo.Carter@pfizer.com)), with the subject line "**Headache and Migraine Grant Program –2024**"

### Grant Agreements:

- If your grant is approved, your institution will be required to enter into a written grant agreement with Pfizer. Please click [here](#) to view the core terms of the agreement.
- Under Pfizer's competitive grant program, modifications to grant agreements will not be reviewed unless a genuine conflict exists as between applicable law and the terms of the relevant grant

agreement. Applicant is encouraged to share the core terms with counsel for approval prior to submitting an application.

- Except where prohibited by applicable law and, in any case, subject to review by Pfizer Legal, payment of grant funding may only be paid to the grantee organization.

### Review and Approval Process

- There will be a two-step review process. The first step will be a LOI submission to provide a brief (no more than two pages) synopsis of the proposed project. Based upon the LOI review, some applicants will be selected for submission of a full proposal.
- A specific grant program RFP uses an AHS expert review panel (ERP) to make final grant decisions.
- The panels are comprised of professionals from the medical community with advanced degrees and expertise in particular clinical areas, or specific needs of a geographic region/learner group, or expertise in research, continuing professional development or quality improvement.

### Mechanism by which Applicants will be Notified:

- All applicants will be notified via email.
- Applicants may be asked for additional clarification during the review period.

### About the American Headache Society

The American Headache Society strives to improve the lives of people impacted by migraine and other headache disorders. The AHS is a professional society of health care providers dedicated to the study and treatment of headache and face pain. The Society's objective is to promote the exchange of information and ideas concerning the causes and treatments of headache and related painful disorders. Educating physicians, health professionals, and the public while encouraging scientific research are the primary functions of our Society. Learn more at [AmericanHeadacheSociety.org](http://AmericanHeadacheSociety.org).

### About Pfizer Global Medical Grants

Pfizer Global Medical Grants (GMG) supports the global healthcare community's independent initiatives (e.g., research, quality improvement or education) to improve patient outcomes in areas of unmet medical need that are aligned with Pfizer's medical and/or scientific strategies.

Pfizer's GMG competitive grant program involves a publicly posted Request for Proposal (RFP) that provides detail regarding a specific area of interest, sets timelines for review and approval, and uses an expert review panel (ERP) to make final grant decisions. Organizations are invited to submit an application addressing the specific gaps in practice as outlined in the specific RFP.

For all quality improvement grants, the grant requester (and ultimately the grantee) is responsible for the design, implementation, and conduct of the independent initiative supported by the grant. Pfizer must not be involved in any aspect of project development, nor the conduct or monitoring of the quality improvement program.

## Appendix

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### Specific RFP Submission Requirements

The Letter of Intent (LOI) will be accepted via the online portal. When answering the LOI questions in the application please keep the following in mind:

#### Goals and Objectives

- Briefly state the main goal of the study. Also describe how this goal aligns with the focus of the RFP and the goals of the American Headache Society
- List the overall objectives you plan to meet with your project both in terms of learning and expected outcomes. Objectives should describe the target population as well as the outcomes you expect to achieve as a result of completing the project.

#### Assessment of Need for the Project

- This should reflect your study rationale. Provide a brief description of the medical/scientific question and the rationale of how this study addresses the question.

#### Target Audience

- Describe the primary audience(s) targeted for this project.
- Also indicate who will directly benefit from the project outcomes.
- Describe the overall population size as well as the size of your sample population

#### Project Design and Methods

- Describe concisely the research design and methods for achieving the stated goals. Include key aspects of QI work (clear aims, measurable outcomes, Plan, Do, Study, Act (PDSA) cycles, etc).

#### Innovation

- Explain what measures you have taken to assure that this project idea is original and does not duplicate other projects.
- Describe how this project builds upon existing work, pilot projects, or ongoing projects developed either by your institution or other institutions related to this project.

#### Evaluation and Outcomes

- Specify type and frequency of outcome measures. Also indicate the method(s) used to assess measures.
- Describe how you expect to collect and analyze the data.
- Quantify the amount of change expected from this project in terms of your target audience.
- Describe how the proposed project will lead to measurable and sustained improvements in the headache field.
- Provide a publication plan describing intended submission of abstracts to (a) congress(es) and intended submission of (a) publication(s) to peer-reviewed journals.

#### Anticipated Project Timeline

- Provide an anticipated timeline for your project including project start/end dates.

## DEI

- Please describe how the project supports diversity, equity, and inclusion through the study population targeted, the problem or question being addressed, and/or through the project team that is directly involved.

## Early Career Applicants

- If applicable, describe the support the applicant will receive from mentor(s) and collaborators and how the award will advance the applicant's career. Letter(s) of support will be requested at the Full Proposal stage if your LOI is accepted, and you are invited to submit a Full Proposal.

## Organization Detail

- This information is used to assess the capability of the organizational resources available to perform the effort proposed.

## Budget Detail

- A total amount requested is the only information needed for the LOI stage. Full Budget is not required. This amount can be adjusted at the Full Proposal stage as applicable.
- The budget amount requested must be in U.S. dollars (USD).
- While estimating your budget please keep the following items in mind:
  - Funding cannot be used for capital purchases (infrastructure expenses such as equipment, purchases of software or software licenses, technology or bricks and mortar). Equipment hire/leasing is acceptable and may be included in project budget.
  - General organizational running costs such as legal fees, insurance, heating, and lighting etc. should be included in an Institutional Overhead (if required). These costs are not specific to a grant request and therefore, should not appear as line items in budgets. However, costs that are specific to the study (e.g., some countries require insurance to be taken out on a per-study basis for clinical research) would be acceptable to be included as line items.
  - The inclusion of overhead costs cannot cause the amount requested to exceed the budget limit set forth in the RFP.
  - It should be noted that grants awarded through GMG cannot be used to purchase Pfizer therapeutic agents (prescription or non-prescription).
- Maximum allowed overhead rate of 28% for independent studies and projects. Please [click here](#) for details.

**Please submit your CV along with the LOI.**