



**INSTRUCTIONS FOR 2023-2025 GRANT CYCLE**  
**Indiana University Health**  
**Values Fund for the Integration of**  
**Spiritual and Religious Dimensions in Healthcare**

**FUNDING OPPORTUNITY DESCRIPTION**

IU Health provides patient care to the whole patient, mind, body, and spirit. We define spirituality broadly, based on the international consensus definition:

*Spirituality is the aspect of humanity that refers to the way individuals seek and express meaning and purpose and the way they experience their connectedness to the moment, to self, to others, to nature, and to the significant or sacred.*

The Joint Commission on Accreditation has emphasized spiritual care as a vital part of the mission of health care institutions. The Values Fund offers a unique resource that allows us to fulfill our mission and uphold our values.

Projects are especially encouraged that:

1. Seek to foster a “whole person perspective” in healthcare, including mind, body and spirit;
2. Foster practices, policies and procedures that enhance the ethical treatment of patients;
3. Address issues of meaning and purpose in the lives of patients, families, clinicians or other IU Health team members;
4. Research the role of religion, spirituality, and/or ethics in health and healing;
5. Develop and evaluate an innovative program at IU Health related to religion, spirituality or ethics;
6. Provide a linkage with, and liaison between, the religious community and IU Health, addressing the continuum of care and wellness issues in our society.

**APPLICATION DEADLINES:**

**Optional Letter of Intent Deadline: Monday, November 28, 2022 at 5pm**

**Grant Deadline: Monday, December 19, 2022 at 5pm**

## **WHO MAY APPLY:**

Applicants must be employees of IU Health or physicians and health professionals with staff privileges at any IU Health entity (i.e., sleep labs, clinics, hospitals).

## **RELATIONSHIP TO VALUES:**

Values Fund grants represent an expression of IU Health's core values. Applicants are expected to show the significance of their project as it relates to the IU Health values and the benefit it could bring to the IU Health system.

IU Health values include:

**Purpose:** we work to do good in the lives of others, find meaning, is our heart and soul

**Excellence:** we do our best at all times and in new ways

**Compassion:** we treat people with respect, empathy and kindness

**Team:** we count on and care for each other

## **LETTER OF INTENT INSTRUCTIONS:**

A two-page Letter of Intent (LOI) is recommended, but not required, to be submitted by 5:00 p.m. on November 28, 2022 to [grobert2@iuhealth.org](mailto:grobert2@iuhealth.org). Submission of a LOI is strongly encouraged so that program staff can provide initial guidance to potential applicants. The letter should include the following information:

- 1. Title of Project**
- 2. Project Director**
- 3. Mailing Address and Telephone Number of Project Director**
- 4. Audience:** The audience toward which the project is directed.
- 5. Project Summary:** This should be a brief summary of the project.
- 6. Values:** Briefly, but clearly and specifically, describe how this project advances one or more of the core values of Indiana University Health. (See below for list of IU Health Values.)

## GENERAL GUIDELINES:

1. Funding will be limited to two years and preference will be given to projects that provide, if appropriate, plans for obtaining sustained support beyond the two years. Although grants may be up to \$50,000 per year, smaller projects are also encouraged.
2. New Category: Small projects are invited that have a total cost of \$10,000 per year and can be completed in 1 year. These may involve a small service, quality or research project.
3. Projects in spirituality should involve a multidisciplinary faculty, including a chaplain or other expert in spiritual care.
4. Projects that are unique and not available locally or importable from elsewhere will be given priority. Innovation, not duplication, will be stressed. Preference will be given where collaboration is established.
5. Applicants may submit only one Values Fund application each year of competition in which he or she is the project director. If the applicant is awarded funding from another source for the same work, IU Health's Office of Mission and Values should be notified at 317-962-3591 or [grobert2@iuhealth.org](mailto:grobert2@iuhealth.org).
6. Applications should be routed through the project director's department and other sponsoring programs. For IU faculty, grants that will be awarded to Indiana University as the primary grant recipient MUST be routed through the IU Office of Research Administration prior to submission. Pay attention to ORA and other internal deadlines.
7. Applications not received by 5:00 p.m. December 19, 2022 will be held for the next funding cycle.
8. Please read the IU Health Administrative Policies regarding Conflicts of Interests, Misconduct in Science, and Conflicts of Interest in Research to ensure you are in compliance with the policies. You can find these policies at: [IU Health Team Portal/Policies and Procedures](#).
9. Travel beyond that which is necessary and reasonable for the successful completion of the project will require a written justification to IU Health's Office of Mission and Values. In general, grants do not include travel to conferences for presentation of results.
10. Letters of Support (LOS) will generally strengthen a proposal. While not required, it is important to demonstrate support from your administration and the ability to carry out the project within the proposed setting.
11. Project directors (the principal investigator) will be required to submit progress reports once a year to the IU Health Evans Center Review Board. Project directors will also be required to present at one IU Health Evans Center Colloquium during the duration of the award. This session can serve as an early work-in-progress presentation or a presentation of results and next steps at the end of the funding period.

## SUBMISSION OF APPLICATIONS:

Applications should be emailed to [grobert2@iuhealth.org](mailto:grobert2@iuhealth.org) as a Microsoft Word or PDF document. (Note that the Religion and Spirituality values grants should NOT be submitted through the CTSI.)

The application should be submitted electronically with at least 1/2-inch margins. Type size must be readily legible, and reasonable size (at least 10 pt. Helvetica, 11 pt. Arial, or 12 pt. Times.)

### Use the Microsoft Word Application Template provided.

- 1. Face Sheet** should specify the title of the proposal, project director and his/her affiliation, as well as where the work will be performed, and the total budget.
- 2. Key Personnel** should list all professional individuals involved in the project.
- 3. Abstract** should include an introduction, plan, and measurement/outcomes of the project. (Limit 1/2 page.)
- 4. Budget page(s)** should list the direct costs for all personnel. Investigators may include a small amount of protected time (salary effort). Work with your department business administrator or contact Dr. Alexia Torke [atorke@iu.edu](mailto:atorke@iu.edu) to determine how to calculate salary for budgeting purposes. Travel costs will not usually be funded, but under special circumstances might be considered. Supplies and other costs must relate directly to performance of the project. Each budget page should list the request for one year. If your request is for two years, use both budget pages. **You must list any additional current or anticipated sources of funding for the project.**
- 5. Budget Justification** - All costs should be specifically justified. (1 page or less).
- 6. Project Plan**

#### Awards over \$10,000 (Not to exceed 12 pages)

##### **A. Introduction and Specific Aims (1 page):**

- Objective: State the overall objective or goal of the proposed project.
- Review the most significant previous work and describe the current status of the field. Document with references. Describe any preliminary work performed that led to this proposal.
- Present the rationale behind the proposal's approach to the problem.
- List 1-3 specific aims.

##### **B. Literature Review/Background (0-2 pages):**

Provide a summary of key literature or other background information needed to understand your proposal but not addressed in your aims page. This is an optional section, as you may have provided the relevant literature in the aims page. Document with references.

##### **C. Importance and Innovation (1/2 page):**

What is the potential importance of the proposed program? Discuss novel ideas and/or contributions the project offers.

**D. Methods or Procedure (5-6 pages):**

Provide details of the proposed plan, including a description of the procedures (e.g., services, research, education) to be provided, the method of providing it, and to whom it is directed. The means by which outcomes of the program will be measured, analyzed, or interpreted should be included. Include a discussion of pitfalls that might be encountered, and the limitations of the procedures proposed. Insofar as possible, describe the principal actions to be undertaken, the sequence in which they will be conducted and indicate a tentative schedule of the main steps of the program.

**E. IU Health Values (Limit 500 words):**

Indicate the IU Health Values supported by the project. Describe how the project plan supports the values indicated.

**F. Diversity, Equity and Inclusion (1/2 page):**

Describe how the project addresses the needs of diverse populations, will consider effects on health disparities, or will improve the climate and culture for historically marginalized groups.

**G. Facilities Available (1/2 to 1 page):**

Describe the facilities available for this project, including space, if necessary. Please indicate your access to these facilities. List major items of equipment available for this work.

**H. Collaborative Arrangements, if any (up to 1/2 page):**

If the proposed project requires collaboration with others, describe the collaboration and provide letters of support. **Remember, project directors must be employees of IU Health or physicians and health professionals with staff privileges at an IU Health entity.**

**Awards of \$10,000 or less (Not to exceed 6 pages)**

**A. Introduction and Specific Aims (1 page):**

5. Objective: State the overall objective or goal of the proposed project.
6. Review the most significant previous work and describe the current status of the field. Document with references. Describe any preliminary work performed that led to this proposal.
7. Present the rationale behind the proposal's approach to the problem.
8. List 1-3 specific aims.

**B. Importance and Innovation (1/2 page):**

What is the potential importance of the proposed program? Discuss novel ideas and/or contributions the project offers.

**C. Methods or Procedure (2 pages):**

Provide details of the proposed plan, including a description of the procedures (e.g., services, research, education) to be provided, the method of providing it, and to whom it is directed. The means by which outcomes of the program will be measured, analyzed, or interpreted should be included. Include a discussion of pitfalls that might be encountered, and the limitations of the procedures proposed. Insofar as possible, describe the principal actions to be undertaken,

the sequence in which they will be conducted and indicate a tentative schedule of the main steps of the program.

**D. IU Health Values** (Limit 500 words):

Indicate the IU Health Values supported by the project. Describe how the project plan supports the values indicated.

**E. Diversity, Equity and Inclusion** (1/2 page):

Describe how the project addresses the needs of diverse populations, will consider effects on health disparities, or will improve the climate and culture for historically marginalized groups.

**F. Facilities Available** (1/2 to 1 page):

Describe the facilities available for this project, including space, if necessary. Please indicate your access to these facilities. List major items of equipment available for this work.

**G. Collaborative Arrangements, if any** (up to 1/2 page):

If the proposed project requires collaboration with others, describe the collaboration and provide letters of support. **Remember, project directors must be employees of IU Health or physicians and health professionals with staff privileges at an IU Health entity.**

**7. Cited References** – Include references cited within the Project Plan.

**8. Biographical sketch or CV of the project director and other key personnel** (Limit 5 pages per person):

A current Curriculum Vita or NIH-style biosketch may be attached instead of the form provided. Include for all Key Personnel. The NIH biosketch form and instructions are available online at: <https://grants.nih.gov/grants/forms/biosketch.htm>

**9. Appendix** (Limit 15 pages):

May include surveys or other instruments used for evaluation of outcomes, letters of support or other materials that support the application. (Do not include information that is otherwise available online such as published manuscripts.)