

REQUEST FOR SMALL GRANT PROPOSALS
The 2025-2026 Health Science Education Small Grants Program
University of Texas Kenneth I. Shine, M.D. Academy of Health Science Education

Proposal Submission Deadline: October 20, 2025, 5 pm CDT

PURPOSE OF THE GRANT PROGRAM

The University of Texas Kenneth I. Shine, M.D., Academy of Health Science Education (Shine Academy) represents faculty from health science institutions across the UT System. Shine Academy's mission is to promote excellence in health science education.

The Health Science Education Small Grants Program offers **seed funding** for innovative, early-stage projects that advance health science education. The Shine Academy Small Grants program supports the development and implementation of new and innovative educational methods. Projects that have a direct, measurable, and positive impact on health science learners and demonstrate significant potential for collaboration and broad dissemination will be most competitive for this award.

The written grant proposal and corresponding budget shall strive to describe a project that aims to *improve health science education by employing innovative strategies and approaches*.

Only proposals for new or ongoing projects will be considered; completed projects are not eligible.

General Information

- The Small Grants Program is administered by the **Shine Academy's Awards Committee**, comprised of Shine Academy members from each participating institution.
- The Shine Academy Awards Committee is responsible for **peer review, scoring, and final evaluation** of all submissions. **All decisions are final.**
- Proposals are accepted from all health science **disciplines and professions**, including but not limited to the practice of medicine, nursing, dentistry, allied health, public health, pharmacy, health informatics, and basic biomedical sciences.
- A **faculty member from a participating institution** must serve as the Principal Investigator (PI).

Proposal's Focus

Projects should aim to improve health science education and may include:

- Curriculum design and development
- Evaluation and assessment methods
- Faculty development initiatives
- Educational technology integration

Preference will be given to projects with:

- A clear, measurable impact on learners
- Strong interdisciplinary and interprofessional collaboration
- Broad applicability and dissemination potential

Funding Details

- Up to **\$5,000 per award** will be granted to top-ranked proposals.
- A total of **five small grants** will be awarded in 2025-2026 (subject to funding availability).
- Funds will be transferred to a **discretionary account** at the recipient's institution and must include legitimate academic expenses.
- **Salary support is not permitted.**

Grant Recipient Requirements

Grant recipients must agree to:

1. **Attend the 2026 February Innovations in Health Science Education Conference** (PI and/or team member)
2. **Accept the award** at the designated ceremony or via official email
3. **Submit a progress/outcomes report (3–5 pages)** within 12 months of the award date, addressing:
 - Project results and impact
 - Potential for future funding
 - Dissemination efforts*(e.g., Funding in February 2026 → Report due February 2027)*
4. **Submit an abstract/poster** for the **February 2027** Innovation in Health Science Conference *(next conference)*
5. **Disseminate results** in educational journals or other scholarly outlets *(demonstrating outcome, sustainability, and strengthening the continuity of funding)*

Proposal Format & Submission Guidelines

Proposal must be submitted as **one single, continuous PDF (7-page max)**, including:

1. **Title Page**
 - a. Project title
 - b. Principal Investigator (PI) and collaborators
 - c. Institution, school, department
 - d. PI contact information
2. **Abstract (≤250 words)**
3. **Budget & Budget Justification**
4. **Project Narrative (Pages 4–7)**, including:
 - Goals and objectives
 - Statement of need/rationale
 - Detailed project description
 - Evaluation plan
 - Key personnel and responsibilities
 - Timeline and milestones
 - Dissemination plan

5. **Institutional Letters of Support** (Dean and Department Chair)

6. **NIH Biosketch(es):**

- For PI and key collaborators, and in a standard NIH Format available from <https://grants.nih.gov/grants-process/write-application/how-to-apply-application-guide/format-attachments>

Evaluation Criteria

Proposals are evaluated using the following categories:

1. **Educational Merit (70 points)**

- Clear identification of the educational problem/need
- Strong goals and objectives
- Appropriateness and quality of project design
- Sound methodology and feasibility
- Effective evaluation and assessment plan
- Qualified and experienced project managers

2. **Relevance (30 points)**

- Impact on the teaching and learning environment
- Potential for dissemination across institutions
- Plans for future development and sustainability

3. **Innovation (10 points)**

- Creativity and originality in approach, design, and/or methodology expertise in educational design, instructional technology, library science, and evaluation

Submission Instructions

Deadline: **October 20, 2025, 5:00 pm CDT**

Format: Submit **one continuous PDF file** including all required elements and letters of support. Email the final nomination/application:

- **To:** Awards Committee Co-Chairs, **Moshtagh Farokhi, DDS, MPH** at farokhi@uthscsa.edu and **Mary Okeefe, JD, PhD, APRN** at okeefeme@icloud.com
- **CC:** UT System, **Ms. Felicia Hartiens** at fbradley@utsystem.edu
- **Subject:** The Shine Academy Small Grant Application

Only electronic submissions will be accepted.

Review Timeline and Notification

- **Review Period:** **October 27, 2025 - December 15, 2025**
- **Award Notifications:** **January 5, 2026**
- **Funding Start Date:** **February 2026** (anticipated)

The **Principal Investigator (PI)** will serve as the primary contact for the Shine Awards Committee and must inform all collaborators of related communications and deadlines.