

BETH ISRAEL DEACONESS MEDICAL CENTER
THE LINDE FAMILY INNOVATION GRANTS PROGRAM IN PRIMARY CARE

I. OVERVIEW OF THE INNOVATION GRANTS PROGRAM

Targeted Projects

We are pleased to announce the opening of the application period for the 2025-2026 **The Linde Family Innovation Grants Program in Primary Care**. Made possible by a generous gift from the Linde Family, this Program was established to fund projects focused in the following areas:

- Sustainable, innovative solutions to operational problems in the delivery of care;
- Opportunities for improvement in areas of need; and,
- Improving the quality of care for the patients we serve.

Through the grants supported by this program, we aim to identify and develop innovators and create value for patients and families, clinicians, staff, and the delivery system overall. For the 2025-2026 cycle, successful proposals will strengthen patient care and primary care practices by addressing one or more of the following priorities:

- **Projects aligned with BILH population health goals**
- **Staff recruitment and retention**
- **Clinician wellness**
- **Using Epic functionalities to improve care**
- **Spreading an innovation beyond the pilot site**

Examples of projects ideas can be found on the [Linde Family Innovation Grants Program webpage](#).

Eligibility

Open to all MDs, NPs, PAs, nurses, social workers, and administrators working in primary care affiliated or geriatrics practices across Beth Israel Lahey Health primary care. We will also consider primary care focused proposals from **hospital medicine** and **palliative care** clinicians and administrators.

Applications from multidisciplinary teams, as well as those that include patient partners are encouraged. Experience with quality improvement is an important consideration as proposals are reviewed. Applicants and team members should have the skills, capacity, and experience to deliver the proposed innovation and evaluate its impact. Multiple applications may be submitted from the same practice.

Our goal is to support primary care needs and innovation; while we need to track project impact and outcomes, these are not formal research projects. Applicants do not need to have research experience to apply for funding.

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If you have never filled out an application or a budget before, we will help you! Please reach out to Cait DesRoches (cdesroch@bidmc.harvard.edu) with any questions.

Expectations for Evaluation and Dissemination

To be successful, projects must incorporate a plan to evaluate the proposed innovation based on methodologies that are well suited to the innovation being implemented. One of the **key requirements** is that projects include a plan for disseminating the results of the evaluation and lessons learned in designing and implementing the innovation. For the 2025-2026 round of grants the plan for disseminating results should be focused on spreading to other primary care practices across BILH. This should include materials to guide implementation. Awardees will be expected to share their results at a year-end Linde event and through at least one primary care conferences across BILH.

Award Funding and Use of Funds

The Linde Family Innovation Grants Program in Primary Care will fund projects in the range of \$5,000-\$40,000. We encourage and expect applications along this entire range. Most projects are completed over a 12-month period, but we will also consider projects that spread the budget over 18 months. The most important criterion for assessing project budgets is whether funds have been allocated in a way that ensures the project will be implemented and evaluated within the project period.

While project funds may be used to provide salary support for the project lead, we encourage submitters to pay particular attention to support for members of the project team such as clinical research coordinators, for equipment and supplies, and for assistance with data collection. Expenses must be directly associated with planning for, implementing and evaluating your proposed innovation. Awardees can access analytic and statistical support through the Linde program.

Applicants interested in incorporating or evaluating an IT tool or innovative solution should prioritize using IT tools already available in Epic (e.g., Slicer Dicer) and receive Epic/IT approval. This is intended to encourage projects that focus on the impact of an existing IT solution given the organization's work to implement Epic across the network and to ensure that BILH IT has the resources available to support the project.

Please reach out to your local IT site submitter for discussion and acceptance of your pilot as a first step. That person will then submit your project for IT approval and resource allocation. You can find the name and contact information for your local IT site submitter [here](#).

If you are not sure if your project requires Epic/IT resources, please ask Cait DesRoches (cdesroch@bidmc.harvard.edu) early in the proposal development process.

Note that the BILH IT approval process can take up to 4 weeks from the time that the form is submitted.

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Key Dates

- April 7, 2025– Detailed application materials available on the BIDMC portal and [Linde Family Innovation Grants Program in Primary Care webpage](#) on the BIDMC public website.
- April 16, 2025, 12:00 – 1:00: Open office hours for those with questions. Please reach out to Cait DesRoches (cdesroch@bidmc.harvard.edu) for the Zoom link.
- May 21, 2025, 12:00 – 1:00: Open office hours for those with questions. Please reach out to Cait DesRoches (cdesroch@bidmc.harvard.edu) for the Zoom link.
- **June 9, 2025**– Application deadline; must be submitted online by midnight of that day to LINDEInnovationGrantProgram@bidmc.harvard.edu.
- July 14 - 18, 2025– Awardees notified and project budgets confirmed by Research Finance.
- October 1, 2025– Tentative start date for funding.
- September 30, 2026/March 31, 2027– Project period ends; final reports due 60 days later.

II. LINDE GRANT: APPLICATION INSTRUCTIONS AND SUPPORTING DOCUMENTS

Please prepare a single PDF document responding to items 1 – 8 in the table below. The document should be formatted in the following manner: 11-point Arial, 0.5-inch margins, single-spaced.

Please use the following format for naming your PDF file: LastNameFirstInitial_application_2025.

Instructions for submitting your budget separately are included below.

Sections of the Application	Suggested Page Limits
1. Project Overview: Provide the following information on the first page: Project Title, Project Lead, Clinic Name, Clinic Medical Director, Hospital Affiliation	0.5
2. Project Summary/Project Goals. Provide an overview of your proposed project that identifies the measurable problem your innovation is designed to address, your specific goals for implementation of that innovation and your plan for evaluating the impact of your innovation.	0.5 - 1
3. Project Narrative. Describe your plan for achieving the specific aims outlined above using the following headers: A. Description of the problem you are trying to solve: Provide a thorough description of the problem you are targeting with your innovation, the proposed site of the project, and any evidence from leading delivery systems or the peer-reviewed literature. B. Significance. Describe how this project addresses an important problem affecting health care in BILH primary care or geriatrics practices, including how our patients and/or our processes will be affected. Applicants from hospital medicine or palliative	1 - 3

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care must describe how their proposed project addresses a primary care-based issue (e.g. hospital discharge to primary care; communication between palliative care and primary care). C. Approach. Describe your plan for implementing the targeted innovation and evaluating its impact on your specified goals. Include a description of the project team including the proposed role of each team member in executing the project, as well as the team's practice experience; a plan for engaging the stakeholders required to execute your implementation and evaluation plan; and a plan for the collection and use of practice or organizational level data. D. Innovation. Describe how the project is original and innovative, specifically how it addresses an innovative hypothesis or key barrier to progress in your targeted area of primary care practice. Describe how your focus and approach employ novel concepts, approaches or methodologies, tools or processes. E. Limitations. Describe any limitations you anticipate in achieving the desired impact from your innovation and how you have designed your implementation and evaluation strategies to minimize the impact of these limitations. Also address any possible obstacles with your evaluation plan. F. Plan for Disseminating Results. Describe your plans for disseminating the results of your evaluation and implementation of your innovation. Please focus your plan on methods for sharing your findings and tools with primary care practices across Beth Israel Lahey Health. G. Plan for Sustainability. Describe how this innovation will be sustained after the funding period has ended.	
4. Budget Narrative. Provide an overview of your budget using the example budget justification as a guide. Provide an overview of your budget by category, e.g. personnel, equipment and supplies, services, other. Provide information about the role and FTE proposed for each person supported through the budget. In addition, describe how the responsibilities being assumed by each team member relate to his/her role in the primary care practice. Do not include any salary information in the budget narrative. Salary information should be provided in the separate detailed budget document outlined below.	1
5. Timeline. Please provide a summary level timeline for conducting your project including key milestones around planning, implementing and evaluating your innovation, as well as completing the analysis and developing tools and materials for dissemination.	1
6. CV or Resume of Project Leader and Key Personnel. Include a CV or resume for each team member and any additional key personnel to be supported through this grant.	1 – 4 pages per person
7. References/Bibliography. Provide references for any articles or materials consulted or cited in framing your project and preparing your project narrative.	No page limit
8. Letters of Support. Your application must include <u>a letter of support from the medical director of your practice</u>. This letter should indicate that <u>1) your project fits within the priorities of your practice and 2) the medical director has reviewed and approved your budget</u>. Include 1 – 2 additional letters of support from any senior managers, department heads, or operational entities that will be impacted by or involved in your project, as well as sponsors, including but not limited to practice owners.	1–3 letters 1-2 pages per letter

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Budget Information	Page Limits
9. Budget - Confidential. Provide a short, but detailed budget using the budget example as a guide. This example identifies the amount of funding allocated to salary support, supplies, services and other expenses by each proposed use of funds. Please make sure that your budget is consistent with the budget narrative. Budgets for the selected projects will be reviewed before awards are finalized. Submit your budget as a separate PDF using the following naming convention LastNameFirstInitial_budget_2025. Please contact Cait DesRoches (cdesroch@bidmc.harvard.edu) with any questions about how to prepare your budget.	1

III. SUBMITTING YOUR PROPOSAL

Please submit your Application PDF to the Linde Innovation Grants Program mailbox at LINDEInnovationGrantProgram@bidmc.harvard.edu.

Please contact Cait DesRoches (cdesroch@bidmc.harvard.edu) with any questions.