

**UNIVERSITY OF CALIFORNIA
ACADEMIC GERIATRIC RESOURCE PROGRAM
REQUEST FOR APPLICATIONS**

ANNOUNCEMENT OF APPLICATION PROCEDURES AND INSTRUCTIONS FOR
ACADEMIC GERIATRIC RESOURCE CENTER (AGRC) AWARDS
CONTINUATION PROPOSAL FOR FY 2002-2003
ONE-YEAR EXTENSION TO THE THREE-YEAR CYCLE

I. PROGRAM ANNOUNCEMENT

The Office of the Vice President for Health Affairs (OVPHA) announces the availability of funding for geriatric educational program activities authorized under Part 7 (Section 1190), Division I of the California Health and Safety Code. The 1999-2000 fiscal year marked the first year of a newly established three-year AGRP application and funding cycle. In the middle of this cycle, special one-time funding was provided by the State to augment the University's AGRP budget. These resources required campuses to implement two simultaneous proposals – activities supported with ongoing resources as well as special one-time-funded programs. The challenges associated with this change in the funding cycle resulted in the extension to a fourth year. Therefore, the OVPHA invites Continuation Proposals from the University's six eligible Academic Geriatric Resource Centers (AGRCs) for FY 2002-2003.

The OVPHA provides funding for each of these Centers through a non-competitive review process. The recommendations regarding funding for each AGRC is based on review and approval of the three-year proposal submitted in response to the three-year RFA; however, it is important to note that continued funding is provided on an annual basis. Re-appropriation of State funds for each Center is based upon satisfactory progress during the preceding year, and approval of the Continuation Proposal for the upcoming year. All continuation applications are due in the OVPHA by the close of business on April 15, 2002.

II. PROGRAM OVERVIEW

In September 1984, the California State Legislature authorized the establishment of the University of California Academic Geriatric Resource Program (AGRP) as a mechanism for supporting new educational initiatives in geriatrics, gerontology, and other disciplines related to health and aging. Since its inception, The Regents of the University have elected to administer the AGRP through the OVPHA. Among the objectives identified in the enabling legislation for the program were: the establishment of new Academic Geriatric Resource Centers on UC health sciences campuses located in Berkeley, Davis, Irvine, Los Angeles, San Diego, and San Francisco; promotion of geriatrics education and training for health sciences students, faculty, and staff; education and public service for the general public; and research on health care practices in nursing homes and other long-term care settings.

Mission and Goals

The mission of the AGRP is to address the unique health care needs of the rapidly growing population of older citizens in California by developing, implementing and evaluating programs designed to educate and train geriatric health care providers in the multiple disciplines that care for the elderly, and by advancing public service and research in this area.

The program's mission is articulated through the systemwide and campus goals established by the AGRP Advisory Committee (AAC) in collaboration with the campus advisory committees located on each of UC's six, participating campuses.

Current goals of the AGRP are to:

- Provide and promote geriatrics education and training for undergraduate health professional students, graduate academic and graduate health professional students, and post-graduate (continuing professional education) students;
- Provide educational programs for the general public on the aging process and a variety of topics such as health enhancing behavior for the elderly, special geriatric health care needs, and access to resources to meet those needs;
- Support programs for research on health care practices in nursing homes and other long-term care settings;
- Establish and maintain campus-based AGRCs for the purpose of planning, implementing, and coordinating educational programs in geriatrics, and for facilitating research on campus and in coordination with affiliated programs; and
- Develop or enhance multidisciplinary, community-based clinical geriatric educational experiences that span the continuum of care for the elderly.

Program Priorities

To encourage planned and incremental program development, the AAC will periodically recommend special priorities for program activities and budget allocations. In these and other considerations of AGRP priorities, it is understood that advancement of geriatric health-related initiatives and interdisciplinary efforts are of primary consideration in the planning and implementation of AGRP activities. Current program priorities, reflected in campus AGRC plans, include those supporting:

- Curriculum development in geriatrics and gerontology;
- Faculty development in geriatrics and gerontology;
- Recruitment of faculty and students into geriatrics, gerontology, and related fields;
- Continuing education and community education in geriatrics and gerontology; and
- Research on health care practices in long-term care settings.

Educational Priorities

The educational focus of the AGRP is broad-based, with a special focus on students enrolled in the University's health professional programs in medicine, dentistry, nursing, public health, pharmacy, and optometry. Categories of students currently included in campus plans for AGRC activities include:

Graduate students in the health professions;
Medical residents and other post-graduate health professions trainees;
Post-doctoral health sciences students and fellows; and
Undergraduate students who are interested in aging.

In keeping with the multidisciplinary nature of health and social services for older adults, multidisciplinary student programs are considered important areas for program emphasis.

AGRP Budget and Funding

The budget for the AGRP totals approximately \$1.2 million annually. Ninety-five percent of the ongoing annual budget is utilized to support geriatric education and training initiatives that are organized and delivered through the efforts of participating AGRCs. In response to this RFA, annual budgets for the Berkeley, Davis, Irvine, and San Diego, AGRCs should be developed on the basis of \$136,350 per year. Annual budgets for UCLA and UCSF encompass multiple health professions programs with larger student enrollments and should be projected on the basis of \$177,300 per AGRC. Program funding for each fiscal year (beginning on July 1) is contingent upon the continuing appropriation of State funds. Based upon the State's actual appropriation for the AGRP, the above figures may need to be adjusted.

III. APPLICATION INSTRUCTIONS

A single application for each campus AGRC must be completed according to the format outlined below. Each application must be reviewed and approved by the Campus Advisory Committee (CAC), and Chancellor, prior to its submittal to the OVPHA. Once approved by the campus, copies of the progress reports and continuation proposals are to be distributed to the External Peer Review Panel (EPRP), the AAC, and the Office of Health Affairs by the Campus Planners.

A written report is to be developed by the EPRP, which provides an 1) analysis of Center progress in achievement of its goals, 2) a review of its success in implementing projects, and 3) funding recommendations to the AAC for the next fiscal year. AGRC Campus Planners coordinate the review process necessary for completion of the EPRP Report. The AAC reviews and evaluates the Report for funding recommendations to the OVPHA.

Format and Content

Each application should provide a clear and concise report of the prior year's achievements, and an update and summary of the Center plan for the next fiscal year. Each AGRC application should be single-spaced and in 12-point size font. All pages of the application should be numbered consecutively, with major sections separated by tabbed dividers and **placed in a report cover**. The AGRC Continuation Proposal Application should contain a description of the fourth year. A two-page biographical sketch should be included in the Appendix for each **new** AGRC faculty participant that will be responsible for proposed AGRC activities. After the application is complete, the AGRC Award Application Form is to be completed and signed by the appropriate AGRC and campus authorities (Appendix A).

The AGRC progress reports and continuation proposals should be organized as follows:

(A) Progress Report on AGRC Program Activities and Achievements for FY 2001-02

The progress report is a key component of the Continuation Proposal Application Process. It should describe FY 2001-02 AGRC activities and achievements, be concise and should follow the format described in Appendix B. One copy of the progress reports is to be distributed to each AAC member by the Campus Planners, and two copies to the AGRP Administrator.

(B) AGRC Continuation Proposal for FY 2002 through FY 2003

The continuation proposals for the fourth year should be developed using the continuation proposal form in Appendix C. This summary should provide the programmatic, faculty and budget information (with budget justifications) for this year. In addition, a \$15,000 per center mini-proposal should be integrated within the overall proposal. It should be structured in manner that will allow for its deletion, if necessary for budgetary or other programmatic reasons.

All continuation proposal applications are due to the OVPHA by **April 15, 2002**. One copy of the application is to be distributed to each EPRP and AAC member by the Campus Planners. Please include copies of the progress reports to the EPRP, Chancellor's Office, and to Contracts and Grants. The original continuation proposal application and one copy are to be sent to:

Vida Y. Jones, Ph.D.
Administrator, Academic Geriatric Resource Program
University of California
Office of the Vice President for Health Affairs
1111 Franklin Street, 11th Floor
Oakland, California 94607-5200
Telephone: (510) 987-9706
Fax: (510) 987-9715
Email: vida.jones@ucop.edu

Appendix A
AGRC Award Application Form

Appendix B
Progress Report Forms

**ACADEMIC GERIATRIC RESOURCE PROGRAM
PROGRESS REPORT FORMAT
2001-2002 Funds**

Program Director: _____ Campus: _____

Report Period: _____

When completing this report, please review Section 9, Reporting Requirements of the AGRP Program Guide.

Narrative Overview: Please provide a brief and concise description of the ongoing Center program (including the budget for each program) with a summary paragraph on each program activity (maximum: 1-2 pages). Develop these descriptions around AGRP priorities; e.g., medical education (didactic and clinical), faculty development, public education, community services, recruitment into geriatrics, and nursing home or long-term care research.

Program Accomplishments: Please provide a brief and concise description of the program objectives and outcomes. Did the program(s) achieve the stated objectives thus far? Discuss Center problems and prospects (maximum: 1-2 pages).

Program Evaluation and Effectiveness of Ongoing Center Programs: Please provide an evaluation of the program's effectiveness at each campus thus far, including identification of problems and limitations, and strategies to overcome them (maximum: 1-2 pages).

EPRP Recommendations: Please provide a brief discussion of the ways in which the AGRC addressed External Peer Review Panel Recommendations (maximum: 1-2 pages).

Five is the maximum number of pages for the narrative overview, program accomplishments and program evaluation sections of the Progress Report (this does not include the form below).

Educational Activities

- A. Curricular Activities:** Using the table format below, please describe any new or ongoing courses for registered health sciences students, residents, or fellows as a result of this program. **To avoid duplication of count, use only ONE classification code that best describes or categorizes the activity.**

Course Number, Title and Faculty	Hours (Week)	Length (Weeks)	Required (R) Elective (E)	Number of Participants	Total Participant Hours	Classification Code (e.g., 5F)
Totals:						

B. Other Educational Activities: Using the table format below, please describe any other educational activities (conferences, seminars, workshops, public seminars, continuing education offerings, etc.) presented in conjunction with this program. **To avoid duplication of count, use only ONE classification code that best describes or categorizes the activity.**

Course or Lecture Titles and Dates	Faculty/ Speaker	Length (Hours)	CE Credit Offered	Number of Participants	Total Participant Hours	Classification Code (e.g., 5F)
Totals:						

Program Products: Did the program(s) produce any materials that can be reproduced or shared with other campuses? Use the following format and categories below to respond to this part.

Category Code	Title of Material	Cost (if any)	Classification Code

- Categories of Products:
- | | | | |
|---|-----------------------|---|-------------------------|
| 1 | Audiovisual | 5 | Resource Guide |
| 2 | Bibliography/Syllabus | 6 | Patient Care Aids |
| 3 | Computer Software | 7 | Training Manuals |
| 4 | Newsletter | 8 | Print Media Publication |

CLASSIFICATION CODE LIST

Program Codes:

- 1 - Faculty Development
- 2 - Fellowship Training
- 3 - Clinical Training
- 4 - Curriculum Development/Support
- 5 - CE/Lectures/Conferences
- 6 - Research
- 7 - Center (Planning/Coordination)

Discipline Codes:

- A - Behavioral Sciences
- B - Dentistry
- C - General Public
- D - Medicine
- E - Multidisciplinary
- F - Nursing
- G - Long Term Care
- H - Optometry
- I - Pharmacy
- J - Public Health
- K - Social Welfare

Appendix C
Continuation proposal Application Form

AGRC CONTINUATION PROPOSAL FORMAT
FY 2002 – 2003

Please develop a one to three-page continuation proposal for a fourth-year extension to the three-year cycle. Because this year is an extension, the programs and budgets will not have been presented in the original proposal. Therefore, please provide programmatic and budgetary detail in regard to what has been added. If the fourth year is identical to the third-year continuation proposal in most respects (program, budget and faculty), please indicate this on the form and detailed information is not required, only a reference to the three-year proposal and descriptions of the minor changes. This proposal is also to describe programs that are funded for an augmentation of \$15,000 per center. These activities should be conceptualized and developed in a manner that will allow for them to be easily removed from the overall campus program, if necessary.

Program Description

\$15,000 Mini-Augmentation

Budget and Budget Justification

\$15,000 Mini-Augmentation

Faculty and Resources

\$15,000 Mini-Augmentation