# 13th Annual NIDUS Delirium Boot Camp
## Application Instructions

*APPLICATION DEADLINE: Monday, July 7, 2025, 5:00 p.m. EST*

**DATES**: **Sunday October 26 – Tuesday October 28, 2025**

**LOCATION**: **UNC Rizzo Conference Center, University of North Carolina, Chapel Hill, NC**

## 1. ELIGIBILITY CRITERIA

The NIDUS Delirium Boot Camp is intended for persons with previous research training and experience. Early career faculty and research fellows who meet the following criteria are eligible to apply:

- Prior training in the fundamentals of translational, clinical and/or epidemiologic research
- At least 1-2 years of prior research experience
- Hold an MD, PharmD, PhD, or other doctoral level degree
  *Note: strong advanced predoctoral candidates may be considered*
- Have an interest and passion for delirium research
- Must have at least 25% protected research time to conduct the planned Bootcamp proposal research
- Must have 10 hours to devote to advance preparation for Boot Camp (Mid-August to mid-October):

  - attend a 1 hour meeting on how conduct an NIH-style grant proposal review
  - review 1 project proposal of another Boot Camp applicant
  - watch a prerecorded Delirium Assessment presentation in preparation for a Bootcamp workshop
  - review 8-12 medical journal articles prior to Bootcamp that provide foundational background for different Boot Camp presentations

Please contact kristen_ruck@med.unc.edu with any questions about your eligibility or the application in general.

## 2. APPLICATION FORM OVERVIEW

**Part one will contain**:
- Information pertaining to you, your funded research, and your delirium research mentor(s)
- Travel funding requirements and needs-based accommodations for successful attendance and participation
- Questions to help us summarize data for the U.S. government on who is applying for the NIDUS Boot Camp

  *Note: The U.S. Congress requires federally funded agencies to show in annual funding requests how their agencies, programs and grants, serves people who are underrepresented within the field of research. This includes unidentified, basic, information on all applicants and invitees.*

**Part two will contain**:
- Cover Sheet
- Biographical Paragraph
- Statement of Interest, Goals and Outcomes
- Grant Project Proposal (required to be considered for Boot Camp participation)

  *Note: We do not fund proposals. To prepare for the mock NIH-style review sessions, each accepted proposal is reviewed by a 3-person panel. Reviewers are notified proposal confidentiality must be maintained*

## 3. SUBMITTING YOUR APPLICATION
- Save as single PDF with the file using only your last name "Smith_NIDUS DBC Application"
- Email application with the subject "Delirium Boot Camp Application" to kristen_ruck@med.unc.edu
- Applications are due by 5:00 p.m. EST on Monday, July 7, 2025
- If you do not receive confirmation of application receipt within 72 hours please contact Kristen.
- Applicants will be notified of acceptance status no later than Monday, July 28, 2025.

## NIDUS USE OF GRANT PROPOSALS

1. **Function:** Grant proposals play an important role as a learning tool before and during the Boot Camp**.**

2. **Process and Confidentiality:** Each accepted proposal is assigned to a 3-person peer review panel. Panel members include senior NIDUS faculty researchers, Boot Camp alumnus serving in junior NIDUS faculty role and one peer mentee. Panelists are informed of proposal confidentiality when they are invited to review a proposal.  Each panel presents their proposal reviews in a mock NIH-style study sections during the Boot Camp.

3. **Learning:** Our process provides mentees with an understanding of how to formally review proposals, how NIH study sections function, and constructive feedback on how they can strengthen their proposal prior to post-Boot Camp funding submissions.

## REQUIRED APPLICATION FORM:

Use the provided [application]*.*  Sections must be in order.  Formatting must remain 11 point Arial font with .05 inch margins on the left, right and bottom.  Please delete example placeholder pages from your final application. File name should be include your last name "Smith_NIDUS DBC Application".

## GRANT PROPOSAL SECTIONS AND ORDER:

1. **Cover Sheet** *(use required form)*                                                                                     (max 1 page)
   a. Your name
   b. Your institution
   c. Mentor(s) name and institution (if different from your own)
   d. Title of proposed project
   e. Funding and submission disclosure agreements

2. **Biographical Paragraph** *(use required form)*                         (max 1060 characters, including spaces)

3. **Statements of Interest** *(use required form)*
   a. Prior research training                                                                                    (max 100 words)
   b. Research accomplishments related to delirium, aging, and/or cognition            (max 100 words)
   c. Career Plans related to delirium, aging, and/or cognition                                    (max 100 words)
   d. Your goals for attending the NIDUS Delirium Boot Camp                                    (max 250 words)

4. **Project Proposal Criteria**
   a. Proposal must be focused on delirium research
   b. Proposal must include the following sections:
      i. Study Title and Abstract                                                                            (1/2 page max)
      ii. Science                                                                                                          (3 pages max)
         1. Specific aims/hypothesis
         2. Importance of project for the candidate's career development
         3. Background and significance

4. Research design and methods *
    a. Study design
    b. Sample inclusion and exclusion criteria
    c. Statistical analyses
        • Sample size and power considerations
    d. Study strengths and limitations
    e. A short description on how you used NIDUS tools used to develop your proposal

iii. Statement on Career Development Plans        (1 page max)

    1. Should include how Boot Camp will contribute to your plans

iv. Statement on how applicant will grow a research program focused on delirium    (1/2 page)

    1. How proposal will lead to future funding in delirium research

v. Appendices

    1. Reference list *
    2. Applicant's NIH Biosketch    (New NIH format, max 5 pages)
    3. **Mentor Letter**    (1 page max)

        • **REQUIRED: Must include a statement the mentor reviewed
          the proposal and advised applicant. (see page 5 of instructions)**

    4. Mentor's NIH biosketch    (New NIH format, max 5 pages)
    5. Key research team members' NIH biosketches    (New NIH format, max 5 pages)
    6. Resources and Environment    (1 page max)
    7. Budget justification*    (2 page max)

        • Should include a description and justification of each research team member
        • Note: A specific budget is not required as part of the submission. However,
          we do ask that a budget justification for an approximately $50,000 direct-cost
          only budget be submitted.

    8. Project timeline with quarterly milestones

        • Should include specific objectives to be achieved in each quarter


*See NIDUS Tools to Strengthen Research Proposals on page 6*

## EVALUATION OF PROPOSALS:

Research project proposals will be evaluated following the National Institute of Health's grant proposal review criteria:

| | | |
|---|---|---|
| 1. Significance | 4. Approach | 6. Environment |
| 2. Investigator(s) | 5. Feasibility | 7. Career Development |
| 3. Innovation | | |

To learn more about the current NIH grant proposal review criteria visit https://www.nih.nih.gov/

**THANK YOU FOR COMPLETING PART I AND PART II OF THE APPLICATION FORM**

Applications are due by 5:00 p.m. EST on Monday, July 7, 2025.

# *NIDUS Tools to Strengthen Research Proposals

## NIDUS STUDY DESIGN & REFERENCE TOOLS:

The NIDUS collaborative has developed and continues to refine tools designed to assist delirium researchers and accelerate scientific discovery in delirium research.  Use of these tools will help strengthen your proposal.

## DELIRIUM BIBLIOGRAPHY:                          *https://deliriumnetwork.org/bibliography/*

This is a searchable bibliography of all research publications on delirium and acute care of older persons designed to help efficiently build an effective reference list. It is searchable by author, title, year, and/or keywords. New publications are continually added monthly.

## MEASUREMENT & HARMONIZATION CORE:              *https://deliriumnetwork.org/measurement/*

This is a repository of core measures for delirium screening, diagnosis and severity, and to harmonize data across all types of delirium studies. These tools enhance the quality and consistency of measurement and enable investigators to compare and share data across studies which also allows for accelerated advances in delirium research.

- Info Cards: 1-page overview informational cards summarizing key information and test characteristics for commonly used delirium screening, diagnostic and severity assessments.
    - Adult Delirium Measurement Info Cards
    - Pediatric Delirium Measurement Info Cards
- Delirium Severity Measure Crosswalk Tool - A score conversion tool for 3 delirium severity instruments - the CAM-S, DRS-R-98, and MDAS.
- Delirium Identification Measures Crosswalk Tool - Linking between the CAM (short and long form), DOSS, DRS-R-98 (severity and total scores), and MDAS instruments.
- Delirium Item Bank and Harmonization Tool - Statistical harmonization code (Stata version 16.1) to create the crosswalks and the Delirium Item Bank.
- Delirium Severity Measurement Systematic Review Overview (PDF) - A brief overview of Jones et al. (2019) systematic review of delirium severity instruments and additional resources for delirium severity measurement.
- Delirium Severity Measure Summary Table - Summary of 14 delirium severity measures. These include number of items, approximate time to administer, certification or training required, and notes on background for development of the scale.
- Delirium Severity Measure Symptom Coverage Table - Compares 17 commonly-used delirium severity measures by symptoms included in each measure.

## DELIRIUM RESEARCH HUB:                          *https://deliriumnetwork.org/delirium-research-hub/*

Must register for a free NIDUS account before accessing.  The Hub has two data bases, human (1500+) and animal (250+ studies), which include study meta-data (like a "table of contents") for variables such as study design, sample characteristics, collected biospecimens, neuroimaging tests, neuropsychological testing, and pharmacologic intervention.

Each study includes contact information for the relevant study staff so researchers can develop connections and seek out existing data, resources, or information to complement their own research.

# Mentor Letter Required Statement & Combining PDF Files

NIDUS

An applicant's proposed mentor is required to review and provide constructive feedback on the proposal. Feedback enables applicants to increase the quality, strength and soundness of the abstract, aims and proposed research project.

**Your mentor <u>MUST INCLUDE</u> the following statement in their letter of support:**

*I have reviewed [applicant name]'s abstract, aims and overall proposal and have actively advised on changes that could increase the quality, strength and soundness of the proposed research.*
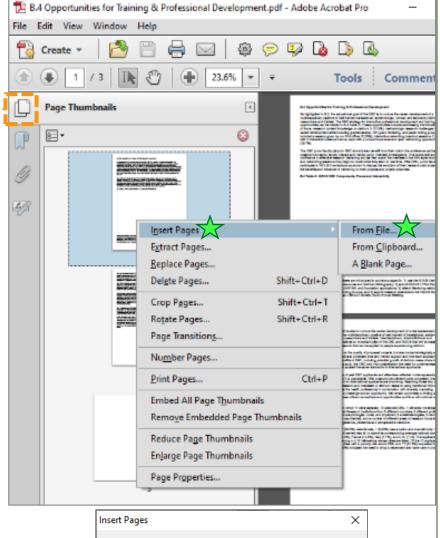
## COMBINING PDF FILES:

*To avoid formatting issues when incorporating other documents into your application we recommend these steps:*

1. **Complete all typed sections in Part I and Part II of the 2024 application excluding the letter of support**

2. **Save your Application as a PDF file using the following title: Last Name Boot Camp Application**

3. **Save Letter of Support as a PDF file**

4. **Open your Application PDF file**

5. **Open the Page Thumbnails**

6. **Scroll down to this page, Section 5: Appendices – Mentor Letter of Support Instruction page and right click on it**

7. **From the pop up menu select: Insert Pages, then From File…**

8. **Find, highlight and select your Letter of Support PDF**

9. **From Insert Pages pop up menu select After for location and type the page number of Section 5: Appendices – Mentor Letter of Support Instruction page (the page you are reading) and select OK**

10. **If you inserted the letter to an incorrect location simply select the letter from the Page Thumbnails and drag it up or down**

11. **If needed you can do the same with individual Biosketches.**