Call for Proposals
2024 Society for Academic Emergency Medicine Consensus Conference
Topic: Creating and Sustaining Diverse Federally Funded Physician Scientists
Deadline: 5 pm local time, September 2, 2022

Purpose: The Society for Academic Emergency Medicine is accepting proposals for the 2024 SAEM consensus conference, to be held May 14, 2024, at SAEM24 in Phoenix, AZ. SAEM is seeking proposals on the topic of *Creating and Sustaining Diverse Federally Funded Physician Scientists* and hopes to consider applications from a diverse pool of candidates.

Objective: The primary objective of the SAEM Consensus Conference will be to generate a research agenda for important, unanswered questions facing potential physician scientists in EM seeking federal funding. The secondary objectives of the SAEM Consensus Conference will include networking between junior and senior researchers, meaningful engagement with stakeholders, and drawing thought leaders to the SAEM Annual Meeting. *The consensus conference is not a "state of the art" lecture series but is intended primarily to create the research agenda that is needed to advance our knowledge of the topic area.*

Proposals must be submitted by 5 pm local time, September 2, 2022, to consensus@saem.org. Late proposals will not be accepted. Well-developed proposals will be reviewed by a subcommittee of the SAEM Research Committee.

Format: The format of the conference will emphasize interactive multi-stakeholder engagement and real-time consensus building. Key attributes include:

- De-emphasis on lectures, with a focus on shorter, more interactive sessions.
- Broad recruitment of stakeholders, which can potentially include thought leaders from other disciplines, policy makers, grant funders, patients, and community members.
- Adequate time for both trust-building and networking activities to facilitate follow-on research proposals.

Deliverables: A single 10,000-word consensus conference paper will, if high quality, be strongly considered for publication in *AEM* by the editor-in-chief. Other related papers will be subject to the regular *AEM* peer-review. Guest editors will no longer be used. Other deliverables (sub-pages on the SAEM website; external websites; white papers; survey instruments) may be created at the discretion of the Consensus Conference leaders, with appropriate extramural funding if needed.

Funding: If the Consensus Conference will leverage existing meeting planning and organizational resources, it may not need extramural funding (assuming that projected registration fees cover the cost of space/networking events). If, however, the consensus building process requires extra costs in methodological resources and stakeholder travel, or if higher-cost networking events are desired, extramural funding will be expected. Extramural funding will be viewed as a strength if applicants can make a case in their application for how it will be obtained.

Submission Guidelines:
The application should include the following items assembled into a single PDF (please use Arial 11 font for application text with 0.5-inch page margins):

- A 6-page research proposal, which includes:
    - Consensus Conference title.
    - Names and academic titles of Conference Chairs and, optionally, sponsoring SAEM interest groups, committees, or academies.
    - Introduction of the topic, including a brief statement of relevance and justification for this topic choice.
    - Anticipated conference participants and recruitment plan.
    - Proposed conference agenda, including presenters, consensus-building process, and networking activities.
    - Up to 15 key references (can exceed the 6-page limit)
- Up to 2 additional pages including the following paragraphs
    - A 1- or 2-paragraph statement describing aspects of the consensus conference that are unique and compelling. Why is it timely and ripe for pursuit?
    - A 1-paragraph discussion of the potential for the project to lead to a large extramural grant. Please be specific about the research and funding landscape of the field and about funding agencies and specific RFAs that are on the horizon and likely to be available.
    - One paragraph summarizing the need for use of extramural funds and targeted funding agencies and specific RFAs, or alternate sources of support (not required if extramural funds are not sought).
- NIH-style budget (using standard NIH budget page). The following items will be provided for the consensus conference: room at SAEM host hotel, single screen, projector, laptop, lectern, audio system, and presentation recording. A continental breakfast and boxed lunch will also be provided. Additionally, up to 10 planning committee members will receive complimentary registration to the consensus conference only. If you anticipate needing additional equipment or supplies, you must include a budget with your proposal and a justification for the expenses and how you plan to obtain the additional revenue to cover the expenses. Please contact SAEM staff to receive estimated costs for the budget. Examples of additional costs may include:
    - Travel stipends (conference chair salaries are not permitted)
    - Registration fees for speakers or key personnel (10 complimentary for organizers)
    - Additional audio/visual equipment (screen, projector, and audio system provided)
    - Supplies (include major supply categories)
    - Publishing or printing costs (brochures, syllabus, journal)
    - Meals (continental breakfast and boxed lunch already included)
- Brief budget justification narrative (2 pages)
- NIH-style biosketches for the Conference Chairs (use the new format, limit each to 5 pages)
- Proposed schedule of events (1 page)

- Letters of Support from key stakeholders, and sponsoring SAEM interest groups, committees, or academies

Previous Topics:

2023 Precision Emergency Medicine: Setting a Research Agenda
2022 Diversity, Equity and Inclusion: Developing a research agenda for addressing racism in Emergency Medicine
2021 From Bedside to Policy: Advancing Social Emergency Medicine and Population Health through Research, Collaboration, and Education
2020 Telehealth and Emergency Medicine: A Consensus Conference to map the intersection of Emergency Medicine and Telehealth
2019 Wellness for The Future: Cultural and Systems-Based Challenges and Solutions
2018 Aligning the Pediatric Emergency Medicine Research Agenda to Reduce Health Outcomes Gaps
2017 Catalyzing System Change Through Health Care Simulation: Systems, Competency, and Outcomes
2016 Shared Decision-making in the Emergency Department: Development of a Policy-relevant Patient-centered Research Agenda
2015 Imaging in the Emergency Department
2014 Gender-Specific Research in Emergency Care: Investigate, Understand, and Translate How Gender Affects Patient Outcomes
2013 Global Health and Emergency Care—What Do We Need to Know to Address the Burden of Illness and Injury?
2012 Education Research in Emergency Medicine—Opportunities, Challenges, and Strategies for Success
2011 Interventions to Assure Quality in the Crowded Emergency Department
2010 Beyond Regionalization: Integrated Networks of Emergency Care
2009 Public Health in the ED
2008 The Science of Simulation in Healthcare
2007 Knowledge Translation in Emergency Medicine
2006 The Science of Surge
2005 The Ethical Conduct of Resuscitation Research
2004 Developing Consensus in Emergency Medicine Information Technology
2003 Disparities in Emergency Health Care
2002 Assuring Quality in Emergency Care
2001 The Endangered Safety Net: Establishing a Measure of Control
2000 Errors in Emergency Medicine: A Call to Action